

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Monday April 10, 2006

PRESENT: Commissioners Ray Burton and William Gabler, Executive Director Julie Clough, and Secretary Jeri Martino.

EXCUSED: Commissioner Michael Cryans

The Meeting was called to order at 9:05 AM

Commissioner Burton moved to approve the minutes from April 3rd, which was seconded by Commissioner Gabler.

The Commissioners signed the check register.

The Commissioners reviewed the GCDoc Superior Court Report.

The Commissioners signed a Warrant for a Yield Tax Levy for a timber cut in Livermore.

Tri-Country CAP is seeking a \$50K grant and is requesting that the County give their opinion as to whether they think it's a feasible endeavor. The grant is part of a larger \$500K+ budget.

Executive Director Clough presented an out of state travel request to Minneapolis for an RN from the Nursing to attend training in Wound/Ostomy care. Commissioner Burton asked if the RN receives credits for the training and Executive Director Clough said that she gets CEU's for ongoing training for her RN license.

Commissioner Burton moved to approve the out of state travel, which was seconded by Commissioner Gabler. All were in favor.

Executive Director Clough presented an out of state travel request for Sheriff Dutile, Supt. Libby, Lt. Elliott, the Executive Director and Commissioner Gabler, to travel to Colorado to visit NIC. Trip will be paid for by the NIC.

Commissioner Burton moved to approve the out of state travel, which was seconded by Commissioner Gabler. All were in favor.

The Executive Director has received a draft of the card for the proposed NACo Prescription Drug program, for approval. The County will receive cards for RX coverage, to be used by Grafton County residents who do not currently have prescription coverage. The card offers a percentage off the normal cost. Commissioner Burton suggested having a large public marketing program to offer the card.

The Executive Director received a request letter from Woodsville Guaranty Savings Bank asking for sponsors for time, lunch, or a cash donation for their "National Neighbor Works Week" program wherein they will upgrade a house in North Haverhill.

The County has not participated in programs like this in the past and are choosing not to participate at this time.

Human Resource Director Joanne Mann arrived to give her report. According to HRD Mann, there have been ten new hires and eight terminations. There have been four workers compensation claims in the last thirteen days.

Vacancies:

- 1- Housekeeper at 20 hours
- 1- Billing Secretary at 20 hours
- 1- RN, Full time
- 12 – LNA's which are continually being sought out.

Seminars Attended:

- Primex Healthcare
- Ethics at LGC
- Healthtrust – Benefits Administrators

The County is looking into a new health insurance from Primex/Harvard Pilgrim. There will be a new wellness program beginning in May called "Next Steps". There was an in-service in March on Sexual Harassment which was requested by the jail but only attended by the Sheriff's Department. HRD Mann will be meeting with representatives from AFLAC to go over their insurance. The second application was submitted to RDS and accepted. HRD Mann will be attending Career Day at Woodsville High and a Job Faire at the Littleton Unemployment Office. A representative from the Life Insurance Company will be at the Complex to enroll any employees who are interested. HRD Mann has been contacted by NCC to go over the Long Range Planning for the Human Resources Department. There will be a Benefits Fair at the Complex with a date of either June 7th or 14th to be announced.

Noting that the NH Retirement System folks are often reluctant to come to the Benefits Fair HRD Mann asked the Commissioners if they thought that it should be pursued, to which Commissioner Burton replied that with the large amount of employees who pay into the system, yes, they certainly should be here. HRD Mann will send them a letter and Commissioner Burton will make a phone call to Merelise O'Connor, the Vice Chair of the Retirement System.

Commissioner Burton noted that he will be attending the Woodsville Career Day and asked HRD Mann if she was planning to take anyone with her such as a Correctional Office or Deputy. She said she had not planned on it but that she could. Commissioner Gabler recommended taking a Deputy Sheriff with her.

The Commissioners and HRD Mann discussed the difficulty the County is having getting LNA's and there was a discussion about contacting schools with LNA classes who would be graduating.

Nursing Home Administrator Eileen Bolander arrived with her report, saying that the current census is 128 with a waiting list of 14. Eileen noted that she is an Executive Committee member on the Quality of Life Committee and is Co-Chair of the Awards Committee.

She is also a member of the Local Health Emergency Planning Team, along with Sheriff Dutile, and they meet locally to work on plans to become better prepared in the event of an emergency.

Ongoing points of interest within the Nursing Home are the Culture Change and the implementation of the PDA's, which should be completely integrated by the middle of May.

Executive Director Clough asked NHA Bolander if the new air conditioning unit in the kitchen had been tested and received an affirmative answer.

NHA Bolander will be conducting a table top disaster drill which she is basing on the experience she gained at the FEMA seminar.

Maintenance Superintendent Jim Oakes arrived and gave his report. He went over specific items on a prepared list that he gave the Commissioners. Commissioner Burton asked about the repair of the stairs on the side of the building. Supt. Oakes said that the salt used during the winter has really damaged them and that they need to be taken out and rebuilt some time this summer. Supt. Oakes also said that he will be putting out a bid for road/erosion work behind the barns that are being demolished.

Commissioner Gabler noted that he was pleased with the electrical work that was being done at the Courthouse by Conqueror Electric.

Farm Manager Kimball arrived to give his report

Milking 78: Shipping 10,400#: 67# per cow: Price of milk is at \$13.36

Eight litters of piglets were born recently totaling around 55.

Executive Director Clough stated that at last Monday's meeting an error was made stating that the Farm was not selling the equipment that is by the Farm Stand, when in actuality they are selling it and the advertisement was just recently in the paper for bid requests. Bids will be opened on April 17th.

Commissioner Burton asked how the visit went with Commissioner Taylor and FM Kimball said there was an article in the Weekly Market Bulletin about how the County Farms keep their prisoners busy. Article will be brought over by Supt. Libby.

FM Kimball has passed his test to be able to spray insecticides. Manure will go down soon.

DoC Superintendent Glenn Libby arrived with two of his staff members who were being honored. FTO Adam Clark was presented with the employee of the quarter. FTO Clark has been with the County for three years and is involved with numerous activities. The second Officer recognized was Corporal Diane Arsenault, who received a check from the Commissioners in the amount of \$100 for her innovative idea of switching from vinyl gloves to food service gloves and saving the Department some money. Congratulations were given to both employees.

Supt. Libby gave his report saying there were currently 110 inmates in-house.

There will be a Threshold/Decision program beginning today with a graduation date of May 18th scheduled.

There is a posting for an RN in the newspaper. If no applicant is chosen a pool nurse will be needed to fill in. Nursing line will be overspent this year do to a payout for a retiring RN.

Supt. Libby is working with HRD Mann and NHA Bolander to find Nurses.

Commissioner Gabler noted that in regard to HB638, most Counties are not happy with the amendments but that they will likely be passed in the Senate. As far as he can tell, the Association is generally not in favor.

Commissioner Gabler will be attending a meeting with the Grafton County Farm Bureau this evening at 7:00 PM.

Commissioner Gabler relayed the information he received from the Chairman of the Select Board in Dorchester which referred to RSA 231:72, stating that the town can petition the County to cover the cost of its roadwork if the whole (\$750K) would be burdensome on the town. Commissioner Gabler suggested that the Chairman speak with his town attorney and Commissioner Gabler will meet with the Chairman on the 18th of May.

Being no further business, the meeting adjourned at 11:40 AM

Raymond S. Burton, Clerk