

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners  
3855 Dartmouth College Hwy.  
N. Haverhill, NH 03774  
Monday Sept. 26, 2005

PRESENT: Commissioners William Gabler and Michael Cryans, Executive Director Julie Clough and Secretary Jeri Martino.

EXCUSED: Commissioner Ray Burton

The Meeting was called to order 9:00 AM

Commissioner Gabler moved to approve the minutes from Sept 19th, which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

The Commissioners signed an MS-45 for fiscal year 2005 for the Department of Revenue.

The Commissioners discussed the dedication of the annual report. The decision was for each Commissioner to choose a person from their district to dedicate the report to, which should be turned in by October 11<sup>th</sup>.

The Commissioners signed a letter to be sent to Representative Guida.

The subject of a Government Task Force has been tabled until the next meeting

Executive Director Clough informed the Commissioners that a representative from the Department of Labor will arrive at the Grafton County Complex on October 20<sup>th</sup> to do an inspection.

The Executive Director will be attending a meeting in Concord on Medicare D, on Sept. 29<sup>th</sup>.

\*9:26 AM – Commissioner Gabler moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Cryans seconded the motion. All in favor.

9:39 AM – Commissioner Gabler moved to come out of Executive Session and to permanently seal the Minutes from the Session. Commissioner Cryans seconded the motion. All in favor. No motions were made and no actions were taken while in Executive Session.

The Commissioners left the Administration building and went over to the jail, where they were met by Supt. Libby, who gave them an updated DOC report. Population is currently 108 with 95 of those being in-house. 15 of those are women.

The Farm stand has received \$17,100 in revenue so far locally and \$1800 in outside sales. The stand is down approximately \$5-6K from last year which is due in part to the new farm stand opening up just south on Route 10. Sales will probably drop off after Columbus Day. Currently the main items are squash, pumpkins and cornstalks along with potatoes and a few other assorted vegetables.

Supt. Libby updated the Commissioners on the NIC request, saying that he had chosen a person from a list containing biographies of potential candidates to review the facility to be the one to visit the facility.

Five Correctional Officers have recently passed their certification training and will be graduating today.

Supt. Libby briefly discussed information regarding a potential lawsuit that the County may be involved with regarding an injury to an inmate that occurred over a year ago.

Supt. Libby stated that the RSAT Grant had been approved for \$19K and that he had hoped to be able to contract with a Licensed Alcohol and Drug Council, specifically for the female inmates.

Supt. Libby gave the Commissioners a tour of the facility.

The Commissioners left the jail to visit with Supt. Oakes of the Maintenance Department, who provided them with a list of Maintenance Activities that had been addressed over the last two weeks. The Commissioners toured the new maintenance area and offices. Supt. Oakes showed the Commissioners how the air/heat was regulated throughout the building.

The Commissioners met with Administrator Bolander at the nursing home. NHA Bolander presented the Commissioners with a request for a waiver of bid to purchase software from American Healthtech in the amount of \$44,275.85. Commissioner Gabler asked why the purchase did not go out to bid and NHA Bolander said that this software is an extension of the existing software, so the choice was to go with American Healthtech. Commissioner Gabler motioned to approve the waiver of bid, which was seconded by Commissioner Cryans. Commissioner Burton was not present to make the vote unanimous, which is what is required for a bid waiver, so the Executive Director will contact him later for his vote.

NHA Bolander informed the Commissioners of a new CMS initiative that the home will be instituting in a primary care format. The initiative includes residents continually having the same staff, which will promote familiarity and allow the staff to become more attuned to the needs of the residents. The initiative is more team oriented and will include housekeeping and dietary as well. There is also a dietary change that will take place which will allow the residents more freedom including eating at alternate times and kiosks with coffee, tea and pastry. NHA Bolander said that this should be at no additional cost and is intended to provide a more homelike environment.

Commissioner Cryans said that he had had some complaints about the food that is served in the home. NHA Bolander said that they will be looking at food preparation and choices in the

future.

NHA Bolander noted that a contractor with HHS was scheduled to come to Grafton County and provide the Nursing Home with information regarding Medicare D, in the form of a seminar. The man never showed up and there were approximately 77 people there who attended. She voiced her disapproval and disappointment and had contacted the state to inform them of the incident and her dissatisfaction.

Census is at 117 and will be at 121 by the end of the week pending scheduled admissions. The nursing home is currently down on LNA's and the laundry is also having a difficult time as there is much earned time off available due to the longevity of their staff. The Activities Dept. is also experiencing difficulties with shortage of staff as one of their members is currently on family leave. NHA Bolander mentioned that she may have to open up a temporary position in Activities to cover and that she will work with the department head on scheduling.

Being no further business the meeting adjourned at 11:45 AM

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Raymond S. Burton, Clerk