

GRAFTON COUNTY COMMISSIONERS MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday December 2, 2008

PRESENT: Commissioners Michael Cryans, Martha Richards and Ray Burton, Executive Director Clough and Sec. Martino

PUBLIC: Harold Brown

Commissioner Cryans called the meeting to order at 9:11 AM

Commissioner Burton moved to approve the minutes from November 25, 2008, which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed and signed a drawdown request for the Gile project CDBG grant.

Director Clough said that she had been in touch with S. Schneider from the town of Enfield regarding whether or not there was any action needed from the Commissioners regarding the proposed boundary changes in the TIF area in Enfield. No action is necessary and last week's presentation by Debra Truman on October 28th was informational only.

The Barbara B. Hill Fund has been awarded a \$1000 donation from the Wal-Mart store in Littleton and Director Clough said that the Commissioners need to set up a date and time to pick it up.

There was further discussion about the fund and Commissioner Cryans noted how remarkable it was that the fund has been in existence for as long as it has.

A letter was received from the town of Lincoln thanking Commissioner Burton, Director Clough and Supt. Libby for their visit on November 10th. The letter also included a copy of their Capital Improvement Plan and encouraged the County to look at developing a capital improvement plan for the County.

The Commissioners read the thank you cards from the student at Woodsville Elementary for pumpkin day.

Director Clough informed the Commissioners that County Day would now be held in the month May.

Human Resource Director Joanne Mann arrived with her report.

Vacancies:

- 1-LNA

- Dietary Aides
 - Part Time Correctional Officers
- Life Resources will be here next Monday holding an in-service on Sexual Harassment, which is not mandatory.
 - There was a Smoke Out demonstration last week.
 - HRD Mann will be looking into difference health insurance programs.
 - All the County personnel files have been converted into electronic files.

Commissioner Cryans asked what percentage of the employees' smoke, to which HRD Mann said that she didn't have the exact number but it is less than the national average.

Commissioner Burton said that he had continual concerns about the training of new nurses and asked if there was an LPN program here. HRD Mann said that there was a class a few years ago which didn't go very well and that NHA Bolander and DoN Shields were very unhappy with it and didn't want to do it again. Commissioner Burton said that just because there is one bad experience didn't mean that it would always go that way. There was further discussion about nursing training in this area.

Commissioner Burton asked how many employees are on board here and HRD Mann said about 475. Director Clough said that many of those are spares and per diem and that there are around 375 regular employees.

Commissioner Richards asked if employees are required to stay with the County if their education is paid for and HRD Mann said yes. There was discussion as to the legality of that and Commissioner Burton said that it had been tried at a state level and failed.

Commissioner Cryans asked HRD Mann for a breakdown of the different employee classifications and how many have health insurance, what plans they are on and for length of service broken down by five year increments.

Human Services Administrator Nancy Bishop arrived with her report of service expenses to towns. She said that 46% of the budget for services has been expended and once the cap is reached, those payments cease.

HSA Bishop discussed the subject of case management with the Commissioners saying that there are four agencies that provide care plan services for the entire state. So far, (six months) the County has spent \$93K for 231 clients. There is no oversight of these agencies.

NHA Bolander arrived and added that if the County is paying these costs, shouldn't they want to get some control. Commissioner Cryans asked what that would mean and NHA Bolander said that it would definitely mean hiring new people. She said at present there has never been a case manager who has come to the Nursing Home or ever asked for records.

There was further discussion as to how the people receiving services were cared for and whether or not this (County control) is something that should be considered.

There has only been minimal discussion about this subject with other Counties and there is nothing in the works right now about it.

HSA Bishop just wanted to inform the Commissioners so that they were aware of it when attending a Commissioner's Council meeting.

Commissioners Burton and Richards wanted it stated that they had concerns and wondered who would be advocates for these home based residents if services were not being properly rendered.

NHA Bolander gave her report saying that the census was at 128 with three to four admissions expected.

NHA Bolander said that Carroll County is planning on building a new nursing home and have asked her to help them with the plans. Commissioner Cryans suggested that she be cautious with just how much she takes on and suggested that queries for her time be directed to Director Clough or the Commissioners. She said that she had thought this request did come to the Commissioners first. Commissioner Burton said that he had spoken to one of the ex-Commissioners and suggested that if they had plans for a new nursing home that they visit Grafton County some time.

NHA Bolander said that now that she is a past president of the affiliates, it had taken a lot of pressure off.

NHA Bolander asked the Commissioners for permission for out of state travel to the NACo Conference in Washington DC, on March 7-11, for which she has money in her budget.

Commissioner Burton moved to approve out of state travel for NHA Bolander which was seconded by Commissioner Richards. All were in favor.

Commissioner Burton said that with the new changes in Congress, he thought all three Commissioners should attend the conference this year. There was a discussion as to whether there was money enough for all three to go.

NHA Bolander said that there was a preliminary report that the Medicaid rate would increase but that she didn't have the final figure yet.

NHA Bolander said that she would be working with Horse Meadow Senior Center and Cottage Hospital to find a way, perhaps with grant money, to get a generator for the Senior Center as it will used as the evacuation site should the need occur.

NHA Bolander said that she would like to look at allocating NH retiree health insurance and other benefits, for past Nursing Home employees, to the Nursing Home as it can be written off on her cost report. Director Clough will look into that.

NHA Bolander was approached by T. Robbins who had written a letter to the Commissioners asking about an upgrade as was suggested by the Wage Consultant. She sited information from a past meeting where the Commissioners had made a decision to upgrade another employee and questioned why it was done for one and not for her. She also stated that she had never received any response back from the Board as to their

decision. NHA Bolander asked what the Commissioners would like her to tell T. Robbins.

Commissioner Cryans asked to see the minutes that T. Robbins was referring to and suggested that if T. Robbins had seen these minutes, then she must have also seen the minutes wherein they made their decision about her.

Commissioner Burton moved to pass the increase through, which was seconded by Commissioner Richards.

There was a discussion as to what the increase entailed and what the upgrade would be. NHA Bolander said that it was what the consultant recommended. Director Clough said that he simply stated an "upgrade"

Director Clough brought out the wage chart and different scenarios were suggested. T. Robbins is currently at a grade 6 step 5 and an increase to a grade 7 step 5 would result in a \$3528 increase for the remainder of the fiscal year. A move to grade 7 step 2, would still offer an increase (.65 an hour) and would result in a total of \$780 for the remainder of the fiscal year.

Commissioner Cryans said that he would not be prepared to vote until he read the minutes from the original decision. Director Clough retrieved the minutes and read them to him, which stated that both he and Commissioner Richards were opposed to the upgrade and that Commissioner Burton was in favor.

Director Clough recommended that the motion be made to go to a grade 7 step 2.

Commissioner Burton's original motion was then amended to approve the grade increase to grade 7, step 2.

When the vote came down Commissioners Richards and Burton were in favor and Commissioner Cryans remained opposed.

Commissioner Burton said that T. Robbins should be informed in writing about the decision.

Commissioner Cryans asked NHA Bolander if she had considered getting all the Senior Center Directors together for a gathering and she said that was an excellent idea and will look into it.

Sheriff Dutile and Director Andross arrived to make their recommendation about the notification system, whose bids were received last week.

The Sheriff and Director Andross recommended a company called CODERED in the amount of \$17,500 adding that this system will provide the best solution to improve the communication capabilities.

Commissioner Richards moved to approve the acceptance of CODERED in the amount of \$17,500, which was seconded by Commissioner Burton.

Commissioner Richards asked if the cost can be locked in. Director Andross said that the cost is good as long as the contract is in place. She asked how the system works and Director Andross said that it will come through the phone system as a voice message and that perhaps in the future there will be text messages or email. Commissioner Richards asked if there were references for this company and Director Andross said that he had been to Keene where the system was in place and positively recommended. Installation will be in about 30 days and will be announced by press release, PSA's and physical outreach to people.

When the vote came down, all were in favor.

Commissioner Burton asked Sheriff Dutile to briefly discuss the visit he made with Commissioner Burton to the Plymouth Court. Sheriff Dutile said that a video conferencing system has been installed and is fully operational. It is state of the art with no delays. The cost for the system is \$7000. This will save time and money and is fully mobile.

COMMISSIONER ISSUES:

There will be a holiday gathering at the Drug Court building for all Drug Court participants and their families on December 17th at 11:00.

Commissioner Richards said that she had been in touch with Agricultural Commissioner Lorraine Merrill regarding the parking lot at the Bunten Farm and is still working on the issue.

Commissioner Richards said that the Alternative Energy Committee is working on a final report which will be sent to RC&D when all the information is ready. She expressed how wonderful this experience has been and that the information has been very enlightening.

Commissioner Burton said that there will be a Christmas buffet at Glencliff on Thursday at 12:00 PM.

Commissioner Burton asked if there was a payroll stuffer done regarding the direct deposits and she said that it had not been done yet but that Woodsville Bank is creating the letter.

Commissioner Burton asked if Director Clough had spoken to Mason & Rich regarding having an audit done on the accounts that the current Treasurer has authority over and she replied that she had, and that John Lyford said this kind of thing had not been done before in the Counties and there was no recommendation from him that it be done. He also stipulated that there is no statute requiring such an audit take place and that he doesn't really understand why she would request this. There was further discussion as to the need for this and Commissioner Cryans stated again that he didn't see any reason for it to be done.

Commissioner Burton said that a letter of response to the Treasurer should be drafted by the Executive Director for their approval.

Commissioner Burton said that the incoming Treasurer should be well versed in the statutes and stated that the Treasury signature stamp should be kept in this building and if it leaves, the Sheriff should be called to retrieve it.

Commissioner Richards asked if a gathering should be provided for the new group of legislatures in the form of an orientation. Commissioner Burton thought that was a good idea. Commissioner Cryans said that a good time to figure out when a good date would be would be at orientation. Commissioner Burton suggested having a specific date set aside for those who want to attend a tour etc. January 9, 2009 from 11-1 PM was suggested as a date and time. Invitations to a lunch and tour should go to all the legislators

Commissioner Cryans said that the new legislators should get a budget, annual report and county government book. .

11:45 AM being no further business the meeting was adjourned.

Raymond S. Burton, Clerk