

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday Oct. 11, 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 10:05 AM

After spending the first hour with the children of Woodsville Elementary School in the Pumpkin Patch, the Commissioners began their meeting.

Nursing home administrator Eileen Bolander arrived to give her report. NHA Bolander updated the Commissioners on the latest review of the soon to be incurred costs of the non-covered over the counter medicines. After a fourteen week study, the cost is determined to be \$10K a year, which was not budgeted. There will also be an increase in the pharmacy cost for skilled residents which totaled \$12K last month.

NHA Bolander said that the culture change initiative was still in the works and would take a primary care focus. Some of the items that were being worked on were the presentation of food delivery and snacking, trying to mirror a home atmosphere.

NHA Bolander told the Commissioners that Margie Wilson, head of restorative therapy has suggested changing the name of the nursing home to, Grafton County Nursing Home and Rehabilitation Center. NHA Bolander was in agreement saying that the nursing home is now much more than it used to be and changing the name would allow people to see it as more than just a home. She asked the Commissioners to give it some thought and let her know what their thoughts were on the matter.

NHA Bolander presented the Commissioners with a bid waiver for some special mattresses for the nursing home. Competitive bids were received from Trans Med, McKesson and Gulf South Medical Supply. NHA Bolander requested to purchase the beds from Trans Med for \$7,687.20, as she believed they have the best product for the money.

Commissioner Gabler moved to approve the bid waiver, which was seconded by Commissioner Cryans. A unanimous vote is needed for bid waiver approval. Commissioner Burton will need to be contacted.

NHA Bolander presented a request for she and DON Shields to attend a program given by FEMA and Homeland Security, in Alabama. The only cost will be transportation. Commissioner Gabler moved to approve the out of state travel, which was seconded by Commissioner Cryans. All were in favor.

Sheriff Dutile arrived and informed the Commissioners that due to the flooding in the southern part of the state, Director of Dispatch and some of the G.C. Deputies have been helping out in Cheshire County. The deputies are guarding the town of Gilson, keeping an eye on things as there is no communication in the town.

Sheriff Dutile asked the Commissioners to waive bid on the new surveillance equipment, saying that both he and Director Andross were trying to choose between two companies whose estimates were very close in numbers. The federal grant monies that will be used toward this project, expire on the 20th of October, so a decision should be made post haste. Bids are from the TV Guy in Woodsville in the amount of \$15,630, and from Tasco Security out of Lebanon, in the amount of \$16,000. Sheriff Dutile and Director Andross would like to be able to talk with both bidding companies to make sure that the equipment in each bid is equivalent to the other.

Commissioner Gabler moved to waive the bid, which was seconded by Commissioner Cryans. A full majority is needed so Commissioner Burton will be contacted.

Executive Director Clough signed a memorandum of understanding to waive unusable grant money that was previously offered to the Sheriff's Department.

Human Resources Director Joanne Mann arrived with her report. HRD Mann first addressed a question that was posed by Commissioner Cryans at another meeting regarding percentages of employees paying higher insurance premiums. HRD Mann stated that 78% of employees pay at the 12% rate, and 21.2% pay at the 20% rate.

Open positions are for LNA, Spare Dietary Aide, Unit Aide, and Deputy Sheriff, which may be filled shortly.

The new nurse from the Philippines arrived on Sept. 20th and is doing well. HRD Mann held a mini job fair at the open house on Sept. 10th, with not much response.

On Sept. 21s HRD Mann attended a Personnel / Labor Group meeting at PRIMEX in Concord to discuss various pieces of legislation.

HRD Mann attended an Employment Law seminar in Hanover On Sept. 27th with staff Karen and Teresa and hopes to make this seminar an annual event for the staff.

HRD Mann is reviewing the Crime Victims Act and deciding whether or not to allow employees to use earned time, or not, for time spent away from work.

Personnel manuals are being distributed. HRD Mann has been working on wage issues with the Sheriff's Dept. and Dispatch.

*10:50AM – Commissioner Gabler moved to enter into Executive Session as per RSA 91-A:3, Paragraph II, Section a). Commissioner Cryans seconded the motion. All were in favor.

11:00 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 were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Gabler moved to approve the minutes from Sept 26th, which was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

The Commissioners reviewed their expense sheets.

Director of Human Services Nancy Bishop came in to seek approval from the Commissioners to send a letter to the State Finance Committee from the affiliate. The letter will be sent cooperatively with other County Human Services' and will openly volunteer to gather information if needed, for a better more informed decision making process. HS Bishop suggested visiting another state that had this system up and running and to see how it was working for them. The only state she is aware of at present is Colorado. The Commissioners agreed that offering to gather information was a worthy venture.

Department of Corrections Superintendent Glenn Libby arrived with his report. The jail is currently undergoing a changeover with their computer data and software which has been going on for the past week. There are currently 91 inmates in-house and a total of 104.

The NIC consultant, Jim Rowenhurst, will be meeting with Supt. Libby to tour the facility on November 2nd and 3rd. The RSAT grant is just about ready to send out.

Supt. Libby spent some time this morning with the children from the Woodsville Elementary School, who were here to visit the pumpkin patch. The hayride down to the pumpkin patch was an extra surprise provided by Farm Manager Kimball.

*11:28 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 were in favor.

11:30 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 were in favor. No motions were made and no actions were taken while in Executive Session.

Commissioner Gabler had to leave for a prior engagement.

Commissioner Cryans signed a letter for the audit.

Executive Director Clough presented Commissioner Cryans with the tax apportionment.

Commissioner Burton was contacted regarding the two aforementioned bid waivers and agreed to approve both, thus making the decisions unanimous.

Being no further business the meeting adjourned at 11:35 AM

Raymond S. Burton, Clerk