

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
October 2, 2018

PRESENT: Commissioners Lauer, Ahern & Piper and County Administrator Libby.

OTHERS PRESENT: Craig Labore, NHA, Dawn Jurentkuff, Nursing Home Finance Director, Nursing Home employees; Laurie Rock, Becky Cassidy and Lisa Langlois, Robert Fillion and HR Director Karen Clough.

Commissioner Lauer opened the meeting and began with the Pledge of Allegiance.

NHA Labore arrived and presented the following report:

NHA Labore presented Laurie Rock with the NHAC Nursing Home Employee of the Year award. Laurie was not able to attend the banquet where the awards were presented. NHA Labore praised Laurie for all of the great work that she does at the nursing home. All in attendance congratulated Laurie. Laurie stated that she appreciated receiving the award, but feels that everyone at the nursing home does a great job and all deserve the same recognition.

Grafton County Nursing Home
Commissioner's Report
October 02, 2018

| | |
|--------------------|-------------------------------------|
| Census: | FY '19 Budgeted Census: |
| Medicare: 8 | Medicare: 4 |
| Medicaid: 92 | Medicaid: 98 (Daily rate= \$176.61) |
| VA: 1 | VA: 0 |
| <u>Private: 26</u> | <u>Private: 27</u> |
| Total: 127 | Total: 129 |

Monthly Financial Review- Dawn Jurentkuff presented the Commissioners with a recap of the nursing home's financial position. Currently, their revenue is up \$95,131.55 primarily due to the increase in the Medicare population. She stated that the expenses look okay with a couple of lines being off due to the increase in the Medicare population.

Year-To-Date Numbers:

2018 Totals

Admissions (YTD) 65
Deaths (YTD) 45
Discharges (YTD) 19

Other Topics:

- 1) NHA Labore confirmed that Erin Cotton- from Representative Kuster's Office will be here on 10/16 at 10:30am to discuss issues of concern with the Commissioners and himself. He has identified eight (8) areas he would like to discuss.
- 2) NHA Labore stated the he now sits on the State Plan on Aging Committee. They are working on a five (5) year plan. There will be two (2) Listening Sessions in Grafton County:
 - November 2nd Littleton Senior Center 1p-3p (date may change)
 - November 19th Upper Valley Senior Center 1p-3p
- 3) NHA Labore stated that on Sept. 13th he met with Steve Norton re: access to behavioral health in LTC. Mr. Norton is the head of Strategic Planning for the Elliot Healthcare system. They have a geriatric psychology unit and they are having a difficult time discharging patients to nursing homes. This was an initial conversation to see if there are ways to improve this process.
- 4) NHA Labore stated that the ACHS Dental Program begins October 11th.
- 5) NHA Labore made note of the Upcoming Nursing Home events:
 1. October 24th: Trick-or-Treat Street
 2. October 31st: Taste of Home trick-or-treating
 3. Thanksgiving Meal: Tuesday November 20th 11:45am

NHA Labore brought Mr. Robert Fillion with him to today's meeting. Mr. Fillion wanted to express some concerns he had regarding his stay at the Nursing Home. Mr. Fillion stated that it is his observation that some of the people that he comes into contact with, who provide care to him, are not trained well or are not well placed. He wanted the Commissioners to be aware of his position on this. He stated that he is not happy being here. Commissioner Lauer thanked him for coming to their meeting and told him that they would discuss his concerns further with NHA Labore. Commissioner Ahern suggested that maybe Mr. Fillion could look at using Dragon software to put his words to paper if he is no longer able to write. Mr. Fillion did not think that would be a good idea. Commissioner Ahern also thanked Mr. Fillion for coming in and told him he was welcome any time.

Commissioner Ahern stated that he had something he would like to discuss with both NHA Labore and HRD Clough present. He stated that in thinking about what we can do to recruit good staff people, he feels that the county needs to investigate the possibility of an on-site daycare. Commissioner Lauer stated that she feels that space is a big issue and she doesn't know where we would put a daycare. She thought that maybe we could investigate offering a daycare subsidy instead of an on-site facility. Commissioner Ahern stated that he feels that we do have space that is not utilized and that we have to look at the priorities. NHA Labore stated that a daycare would

be highly regulated. He also expressed that a traditional daycare would be great for day shift employees but would not help recruit people for the evening and night shifts. He suggested that if we were going to look into this, the center could also provide services for different shifts. Commissioner Lauer stated that the first thing we would need to do is identify space that would meet regulations. HRD Clough stated that we did look into this a number of years ago and she thought it would be worth investigating again. Commissioner Piper stated that we need to do things to recruit people.

HR Director Clough arrived and presented the following report:

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 October 2, 2018

HR Activity Report (09/04/2018-10/02/2018)

- ***New Hires***

| Department | # | Position(s) |
|--------------|----------|------------------------|
| DOC | 2 (2 FT) | 2 CO |
| Nursing Home | 4 (4 FT) | 1 Housekeeper, 3 LNA's |

- ***Separations***

| Departments | # |
|--------------|--|
| Nursing Home | 3 (1 FT LNA, 1 FT RN, 1 PT Unit Secretary) |
| DOC | 2 (2 FT CO's) |

Reasons:

- Resigned for work elsewhere – 3
- Career Change – 1
- Resigned due to Personal Reasons: 1

- ***Status Changes/ dept transfers:***

Leave of Absences as of October 1, 2018

| Department | # | |
|----------------------------|-----------|--|
| Nursing Home – Nursing | 16 | (14 are intermittent, 11 for self, 5 for family) |
| Nursing Home – Non-Nursing | 7 | (6 are intermittent, 3 for family, 4 for self) |
| County Atty. | 2 | (2 intermittent, 2 family) |
| HR | 1 | (1 intermittent self) |
| DOC | 2 | (2 Self) |
| Dispatch | 1 | (1 Self) |
| Cmsrs. Office | 1 | (1 Self) |
| Maintenance | 1 | (1 family) |
| TOTAL: | 31 | |

Scheduled to orient 10/03

2 FT LNA's
1 PT Housekeeper
1 Per Diem LNA

Current Jobs posted/advertised

LNA's (9.55 FTE's vacant)
RN/LPN (7 FTE's vacant combined)
CO's
Farm Manager
File Clerk PT
Cook FT DOC
Cook PT DOC
Unit Secretary

HR Director Clough noted that she and NHA Labore will be meeting tomorrow to discuss recruitment ideas and tools for the nursing home. The Commissioners and HR Director Clough discussed various ideas and the Commissioners expressed that this really needs to be a priority.

9:58 AM HR Director Clough requested to go into non-public session per RSA 91-A:3, II (b).

MOTION: * 11:59 AM Commissioner Ahern moved to enter into non-public session for the purposes of the hiring of any person as a public employee according to RSA 91-A:3, II (b) Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Ahern "yes"; Commissioner Piper "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

*10:54 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion and all were in favor.

MOTION: Commissioner Ahern moved that the Alternative Sentencing Director position be re-established in lieu of hiring a Case Manager based on the recommendation from the HR Director and the County Administrator for discussion purposes. Commissioner Piper seconded the motion.

Discussion:

Commissioner Ahern stated that he would be voting against this motion for the following reasons; there are not sufficient funds in the department budget to fund the position, it is not a requirement for Grafton County to have such a program and there have been too

many issues with the department over the years. He stated it is not in the best interest of the county. Commissioner Lauer stated that she would be supporting the motion as she feels that the county will be receiving funds from NCHC to pay for the services of D. Belanger and that these unanticipated funds will offset the cost of the Director position; in addition, she would like to continue to see the successes of Mental Health Court and the Adult Diversion programs. The programs are also encouraged by the NH Superior Court system. Commissioner Piper stated she also would support the motion. She feels that it is more cost effective to have these programs since it costs less than incarcerating individuals.

The Commissioners voted on the motion. Commissioner Lauer and Piper were in favor. Commissioner Ahern opposed. The motion passes 2 – 1.

Commissioner Lauer asked if everyone had a chance to read the minutes of the September 25th. Commissioner Lauer and Piper had some edits.

MOTION: Commissioner Ahern moved to approve the minutes as amended. Commissioner Piper seconded the motion. All were in favor.

The Commissioners signed check registers 11 & 1040.

CA Libby presented an out-of-state travel request from the Sheriff's Department. The request is for Deputy Combs to attend Basic Mobile Device Investigations (BMDI) training, November 26 – 30 in Hoover, Alabama. This training is by invitation only. Deputy Combs has been invited by the US Secret Service. This is a five (5) day course designed to provide informational knowledge with mobile devices. Investigators will gain knowledge of a wide array of mobile devices such as cell phones, GPS units and tablets, forensics analysis tools, legal issues, and reports generated for law enforcement. This training, travel and all meals and overnight stay is free to the Sheriff's Department and will be paid for by the US Secret Service, along with free equipment that will be provided to the Sheriff's Department.

MOTION: Commissioner Piper moved to approve the out-of-state travel request submitted by Sheriff Doug Dutile. Commissioner Ahern seconded the motion. Commissioner Ahern stated that based on the representations by Sheriff Dutile he feels that this training is important, he stated that since the federal government is paying for this and it is part of our common federal defense and we should be getting involved and should send Deputy Combs to attend this training. All were in favor.

CA Libby presented an out-of-state travel request from Dispatch Director Tom Andross. The request is for Director Andross to attend the APCO-Atlantic Chapter annual meeting, October 14th – 17th. The cost is \$854 and is included in the dispatch budget.

MOTION: Commissioner Piper moved to approve the out-of-state travel request submitted by Communications Director Tom Andross. Commissioner Ahern seconded the motion for discussion purposes.

Discussion:

Commissioner Ahern stated that he had only received this memo this morning and he did not feel that the memo was complete. He doesn't know what APCO stands for and

Director Andross is not here to entertain questions. This memo is not presented in the manner in which Commissioner Ahern would expect. He also stated that he will be requesting from ITM Ruggles to know the capabilities that the county has to view such trainings on-site through technology. He will not be voting in favor of this motion.

The Commissioners voted on the motion. Commissioners Lauer and Piper were in favor. Commissioner Ahern was opposed. The motion passes 2-1.

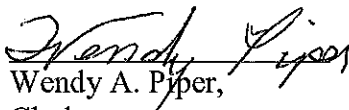
CA Libby reminded the Commissioners that their Annual Report Dedications needed to be completed and submitted ASAP. Commissioner Piper stated she would get hers done tomorrow. CA Libby also requested that the Commissioners finish their review of their annual report so that can be submitted.

COMMISSIONER ISSUES:

Commissioner Ahern stated that his last week has been spent dealing with the passing of his uncle Henry. He was a Veteran. Commissioner Ahern described his service to the Country and stated that he was laid to rest yesterday at the Veteran's Cemetery in Boscawen.

11:10 AM With no further business the meeting adjourned.

Respectfully Submitted,


Wendy A. Piper,
Clerk