

GRAFTON COUNTY COMMISSIONERS' MEETING
 3855 Dartmouth College Highway
 North Haverhill, NH 03774
 May 1st, 2018

PRESENT: Commissioners Lauer, Ahern and Piper, County Administrator Libby, Admin. Asst. Norcross.

OTHERS PRESENT: Randy Subject, Human Resource Director Karen Clough, Nursing Home Administrator Craig Labore, and Employee Council members, Tony Stiles, Mark Deem, Andre Provencal and Tiffany LaPointe. Attorney Robert Bonsignore.

Commissioner Lauer called the meeting to order at 9:00am and began with the Pledge of Allegiance.

HR Director Clough arrived and gave the following report:

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 May 1, 2018

HR Activity Report (04/03/2018-04/30/2018)

- ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	8 (2 FT 6 PT)	4 LNA's, 3 Dietary Aides, 1 RN

- ***Separations***

<u>Departments</u>	<u>#</u>
Nursing Home	4 (3 FT LNA's, 1 FT Laundry Aide)
DOC	1 (1 FT RN)
Alt. Sentencing	1 (1 FT)

Reasons:

Resigned other employment: 2
 Retirement: 1
 Personal Reasons: 2
 No Reason Given: 1

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

Department: 1 FT Unit Aide to FT Laundry Aide, 2 FT LNA to per diem)

Leave of Absences as of April 30, 2018

<u>Department</u>	<u>#</u>
Nursing Home – Nursing	16 (9 are intermittent, 11 for self, 5 for family)
Nursing Home – Non-Nursing	7 (7 are intermittent, 4 for family, 4 for self)
County Atty.	3 (3 Intermittent, 3 family)

HR 1 (1 self)

TOTAL: 27

Scheduled to orient May 2, 2018

LNA – 1 (Full time)

Pending Hires: 1 FT LNA, 1 FT Dispatcher, 1 FT RN

Current Jobs posted/advertised

Dietary Aide's

LNA's (6.55 FTE's vacant)

RN/LPN (6.15 FTE's vacant combined)

RN- part time & full time DOC

CO's

Other: HealthTrust Resolution, Educational Dates scheduled to begin May 14th.

HR Director Clough stated that they met with HealthTrust and have set dates for the educational sessions for the employees. Sessions will be held on May 14th, 16th and 18th. She stated that their goal is to have all application enrollments into HealthTrust by June 1st so there are isn't a lapse in time between people receiving the new member cards by July 1st.

HR Director Clough stated that she has the HealthTrust Resolution to be signed by Commissioner Lauer. She apologized for not getting it to the Commissioners in advance but they are on the fast track with the health insurance. This resolution gives her the authority to enter into agreement with HealthTrust to participate in the health insurance. Commissioner Ahern expressed concerns with the agreement and he will be voting against this resolution.

MOTION: Commissioner Piper moved to authorize HR Director Clough to enter into agreement with HealthTrust. Commissioner Ahern seconded for discussion purposes.

Discussion:

Commissioner Ahern stated that he needs to have the opportunity to review these items and not have them given to him at a meeting.

The Commissioners voted on the motion. Commissioner Lauer and Commissioner Piper were in favor. Commissioner Ahern was in opposition. With the vote being two (2) in favor and one (1) in opposition the motion passes.

CA Libby requested to go into nonpublic session.

MOTION: * 9:17 AM – Commissioner Piper moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a) Commissioner Ahern 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.

* 9:56 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Ahern seconded the motion and all were in favor.

NHA Labore arrived and gave the following report:

Grafton County Nursing Home
Commissioner's Report
May 01, 2018

Census:

Medicare: 5
Medicaid: 88
Private: 29
Total: 122

Year-To-Date Numbers:

2018 Totals

Admissions (YTD) 30
Deaths (YTD) 25
Discharges (YTD) 10

Other Topics:

House Bill 1816 – NHA Labore stated that this passed the Health and Human Services Committee 5-0.

- Sen. Bradley Amendment – NHA Labore handed out a copy of the amendment from Senator Bradley. He reviewed it and answered various questions from the Commissioners.
- 4/3 Discussion re: invitation to state Senators – NHA Labore stated that he reached out to Senator Hennessey and Senator Guida and did not hear back.

Veterans Administration Survey Results – NHA Labore stated that the nursing home passed the survey with flying colors. He stated that there was one (1) veteran in the nursing home during the survey. The VA was not able to look at his record because he was there on a short term rehab program. He left absent medical advice because he did not want to be there. He stayed as close as he could to day 20 and had he been there past day 20 he would have been open for review by the Veterans surveyors. He noted that this VA resident had nothing but good things to say about the nursing home he just did not want to be there, he wanted to go home.

Infection Prevention and Control Assessment and Response – NHA Labore stated that on April 23rd he had a visit from the Division of Health and Human Services to conduct a non-punitive Infection Prevention and Control assessment audit of the nursing home. The state received grant money to do some education and audits on long term care facilities and NHA Labore stated that they jumped on the opportunity to have them come and visit the nursing home. He stated that the letter that was written after the audit stated that Grafton County Nursing Home had a very robust infection prevention program and there were a lot of positive comments. There were some opportunities for improvement regarding how they handle certain portions of their infection prevention program with point of care testing. They also were not aware in their policies and procedures that if there was a drug diversion of an injectable medication they also have to inform DHHS of that diversion and not just the survey department. The Nursing Home has added that into their policies. He stated that there was a lot of good feedback and they always welcome those recommendations for improvement.

Electronic Medication Administration Program – NHA Labore stated that the nursing home went live yesterday with this program. The nurses are working with laptops and dispensing medications to the residents through the computer program. There was a lot of training and hard work by nursing leadership in making sure all nurses were comfortable with the program. So far it has been received really well by the nursing staff. Commissioner Ahern asked if all nursing homes are on this program and if it is required. NHA Labore stated that nursing homes aren't required to have this program; they implement it because they want to. Commissioner Ahern suggested using this as a recruitment tool showing new nursing graduates that Grafton County is implementing new technology in its nursing home.

GCNH Quality Assurance and Performance Improvement Activities – NHA Labore stated that they had a quarterly meeting a week and a half ago. He discussed the various programs that are being put into place with the Commissioners and stated that employees are excited and the programs are going very well.

Employee Council – Tony Stiles, Mark Deem, Tiffany LaPointe, Andre Provencal.

The Commissioners handed out the attached responses and explained their reasoning for each of the items. The Employee Council members each expressed concerns regarding some of the denied requests. The Commissioners stated that they will revisit Funeral / Bereavement leave not impacting perfect attendance. The Commissioners requested that the members at the meeting give this information back to the rest of the employee council and get their feedback. The Commissioners thanked them all for their hard work and for coming in to meet with them.

HR Director Clough arrived and requested to go into nonpublic session.

MOTION: * 10:48 AM – Commissioner Piper moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a) Commissioner Ahern 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.

* 11:14 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper 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 Ahern seconded the motion and all were in favor.

Robert Bonsignore arrived to discuss litigation with the Commissioners. He stated that he is a local member of a national team of highly experienced, well-funded and successful lawyers who have made it their mission to bring claims on behalf of cities, towns' counties and other nationwide governing entities, against the manufacturers and distributors of Opioids. They have already filed suit on behalf of over 100 Governmental Entities. He stated that through factually well-supported litigation they are seeking to recoup all economic loss incurred by Grafton County taxpayers that relate to the costs of dealing with what we will establish is an artificially created epidemic. The costs include all opioid, heroin or fentanyl related programs. He went on to further discuss the details of these claims with the Commissioners and answered various questions. The Commissioners stated that they would take the information into consideration and would be in contact with him and thanked him for coming in.

Commissioner Lauer asked if everyone had a chance to read the minutes from the April 24th meeting. Commissioner Lauer and Commissioner Piper had a few edits.

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

The Commissioners signed check registers 1171-1175; 1177.

CA Libby submitted a CDBG Drawdown for NHARDC in the amount of \$81,125.00 for Commissioner Lauer to sign.

CA Libby submitted the lease agreement with the State of New Hampshire for the court space in the courthouse to be signed by the Commissioners. She stated that the Governor's Commission on Disability has done the architectural barrier free design exam for the ADA compliance. They have issued a letter with some items that need to be taken care of. She stated that Supt. Oakes has been in contact with the county's contact at the state to get clarification on some of the items. She stated that these items are not significant. Commissioner Ahern asked if Supt. Oakes has been given a copy of this agreement. CA Libby stated that he has not been given this specific document but he is well aware of it and has a copy of the ADA letter. Commissioner Ahern stated that there is an impact on the budget. It states that the county needs to provide them with a safe paved parking lot. Commissioner Ahern stated that there is a lot of unnecessary risk in the agreement but because of the need to proceed with this in a timely manner he will make the motion to approve the agreement.

MOTION: Commissioner Ahern moved to approve the lease agreement between Grafton County and the State of New Hampshire. Commissioner Piper seconded the motion and all were in favor.

MOTION: Commissioner Ahern moved to give Commissioner Lauer the authority to sign the document. Commissioner Piper seconded the motion and all were in favor.

March Financial Reports

CA Libby stated that the Nursing Home revenue is behind by \$60,000 at this point and she anticipates that the Farm will finish behind. There are a number of departments that are behind at this point, many of which CA Libby believes will finish at their revenue projections.

She stated that the expenses are looking really good. The Nursing Department is over expended which has been known.

There is currently a \$2.1 million unassigned fund balance.

Over Expended – CA Libby stated that there are few accounts over expended at this point. The Attorney’s education and conference line is over expended but this will be reimbursed.

MOTION: 11:51 AM – Commissioner Ahern moved to enter into non-public session for the purposes of consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph according to RSA 91-A:3, II (e) 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.

* 11:56 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.

County Attorney Saffo arrived and requested to temporarily adjourn the meeting to discuss a legal matter.

MOTION: 11:59 AM Commissioner Ahern moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Piper seconded the motion and all were in favor. Commissioner Lauer stated that they will now adjourn this public meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

12:02 PM Commissioner Lauer reconvened the meeting.

Commissioner Issues

Commissioner Ahern attended the presentation by Mike Lunak Friday morning on dairy beef. He stated that this would be a great addition to our dairy program. The feed that would be needed during the fourteen (14) months can be financed through Blue Seal Feeds and the county would not have to pay it back until the cows would be sold. He stated that the county has the infrastructure and he would like to discuss this with FM Kimball and B. White.

Commissioner Lauer stated that all three (3) Commissioners attended the UNH Advisory Council meeting.

Commissioner Ahern stated that he received a call from the Caledonian Record and he suggested contacting the Chairman of the Commissioners as he was unable to answer his questions. He stated that he was contacted by a constituent who wanted to discuss what happened with Alternative Sentencing. He stated that he would check with the Commissioners as to what he can talk about. Commissioner Lauer stated that he can only talk about what is on the public record. She stated that Commissioner Ahern can refer that constituent to her and she can talk to him.

Commissioner Lauer stated that she, CA Libby and HR Director Clough talked to the Drug Court staff on Friday. She also attended the retirement party for Brenda Minot at the DoC and attended the Farm and Forestry Day Committee meeting with Commissioner Ahern.

Commissioner Lauer gave the other Commissioners a copy of a paper put out by Department of Health and Human Services on Aging Issues.

12:14 PM with no further business the meeting adjourned.

Respectfully Submitted,

Wendy A. Piper,
Clerk