

GRAFTON COUNTY COMMISSIONERS' MEETING  
Administration Building  
North Haverhill, NH 03774  
May 25, 2022

PRESENT: Commissioners Piper, Lauer and Ahern, County Administrator Libby and Administrative Assistant Norcross.

OTHERS PRESENT: Director of Communications Andross, DoC Supt. Elliott, HR Director Clough, Alternative Director DePalo, Nursing Home Administrator Labore.

Commissioner Piper called the meeting to order at 3:00 PM and began with the Pledge of Allegiance.

**Director Andross arrived to open bids for the Mann Hill generator project.**

The following four (4) bids were received:

Powers Generator - \$14,788.00  
Brook Field Service - \$12,125.00  
Gemini Electric - \$31,310.00  
CDS Unlimited Electrical Construction - \$36,955.00

Director Andross stated that he would review the bids and return with a recommendation.

**Supt. Elliott arrived and gave the following report (\* see attached)**

Supt. Elliott reported that while Sgt. Griffin was out with inmates conducting roadside cleanup, someone drove by and threw a bottle of Suboxone at the inmates. He stated that an inmate gave the bottle to Sgt. Griffin. The DoC is continuing to look into the circumstances of this incident.

1. Academy Graduation – Supt. Elliott stated that Officer Hollis graduated from the Academy on May 13<sup>th</sup>.
2. CIT (Crisis Intervention Team) – Off-site weeklong training – Supt. Elliott stated that he sent two (2) people to Whitefield for this training. It was 40 hours of mental health services and how to respond to a mental health crisis. His staff stated that this was a very informative training and he would like to have more attend.
3. New Programs Sergeant – Supt. Elliott stated Sgt. Deem has moved to Sullivan County DoC as their new Superintendent as of May 13<sup>th</sup>. Sgt. Harness is going to be the new Programs Sergeant effective June 5<sup>th</sup>. He stated that Sgt. Harness will finish Operation Impact for the school year and he would work over the summer to fill her position.

4. Supt. Elliott stated that he would like to publicly recognize Jan Kinder who passed away recently. She ran the Crossroads program for many years. She was a very valued member of the community and she will be missed.

**Agenda Items:**

1. Commissioner Piper asked if everyone had a chance to read the minutes from the May 17<sup>th</sup> meeting. Commissioner Piper had a few edits.

**MOTION:** Commissioner Lauer moved to approve the minutes from May 17<sup>th</sup> as amended. Commissioner Ahern seconded the motion and all were in favor.

2. The Commissioners signed check registers 1165-1172; 2022-05.13.2022.

**AS Director DePalo arrived and gave the following report (\* see attached)**

**Director Andross returned**

Director Andross returned and stated that he reviewed the bids for the Mann Hill Generator project and he recommends the Commissioners accept Brook Field Service's bid of \$13,715.00 because they are the only one of the four bids who have guaranteed that this will happen soon. He noted that he made a quick reference check as well with a radio vendor in Vermont that has done similar work and they are not aware of any issues with this vendor. He stated that they have also included a couple of options that they would like to purchase as well and the price is still lower than the next closest bid. The total is \$13,715.00

**MOTION:** Commissioner Lauer moved to award the Mann Hill Generator project to Brook Field Service for \$13,715.00. Commissioner Ahern seconded the motion and all were in favor.

**HR Director Clough arrived**

HR Director Clough stated that she wanted to discuss some possible voluntary benefits that the County could offer employees. She explained that the County would not need to sign into anything. These would be extra things they can offer employees that the county would be providing.

Home and Auto package – HR Director Clough stated that they can offer a Home and Auto Insurance package through Farmers Insurance. On average, a person could save \$579 a year if the County signs up through a group benefit. The employees would directly contact Farmers Insurance, get the quotes and make the payments. She noted that they can offer pet insurance as well which would also be a direct bill to the employees.

HR Director Clough discussed a Grafton County Benefit Hub which provides discounts, rewards and perks on thousands of brands.

She noted that the last two (2) offerings would be through payroll deductions. The first being a Legal Group Plan that would be \$21 a month, this includes a spouse and dependents. This provides a variety of different legal services. There is also an option for Identity and Fraud Protection that provides individual or family identity and fraud protection coverage. She stated that these two programs do not have a cost to Grafton County but there is the administrative piece through Payroll.

HR Director Clough explained that there is no commitment on the county's part with these opportunities. They are little things that they can offer employees. She further discussed these with the Commissioners and answered questions. The Commissioners agreed that these were good options to offer to the employees.

### **Agenda Items:**

1. CA Libby stated that last Thursday the county was invited to drawdown the second half of the ARPA money for \$8,729,651. She submitted the application and is now waiting for it to deposit into the account.

2. ARPA Funding for Energy – CA Libby stated that she has looked at the ARPA guidelines for energy efficiency. Her first take is that if the County were going to do what the Bethlehem Energy Commission is requesting, it would have to come out of lost revenue. She stated that she would continue to look into it further.

### **NHA Labore arrived**

NHA Labore stated that he is looking to create two (2) nursing incentive programs for Grafton County Nursing Home nursing employees to alleviate on-call pressures for nursing department supervisors.

He explained that the first program would be titled “Facility Charge Nurse Pay” and would be primarily focused on evening shifts during the week and certain night shifts when Kimiko Aldrich is not in the building, and every weekend. There would only be one nurse functioning in this role for the building, during these shifts. The hourly incentive would be a \$4 per hour add-on to the base wage and in assuming this responsibility, the nurse would be responsible for handling facility issues, such as call outs/filling holes and other things that come up, which traditionally might be handled by the nursing on-call supervisor.

The second program would be titled “Standby Pay” which would be a \$100 incentive for our nursing staff (including Medication Nursing Assistants “MNAs”) to come in should a call-out(s) happen. If an individual were to be called in, they would then revert to their normal rate of pay (with OT if eligible) for the hours that they worked.

NHA Labore explained that the nursing home was awarded \$25,000 for the Assisted Living feasibility analysis. There are factors working against nursing homes right now that make it not worth the time and money to put this study together (workforce and economy/inflation being two

of the biggest ones), because in reality, they are several years away from being in a position where this idea could be acted on. NHA Labore recommended that the \$25,000 be repurposed to get the “Facility Charge Nurse” and “stand-by” pay programs in place. He would then submit an ARPA request for additional funding to allow this program to continue for a longer period of time.

NHA Labore answered questions from the Commissioners.

**MOTION:** Commissioner Ahern moved to implement the Facility Charge Nurse Incentive Program and Standby Pay Program as outlined in the memo from NHA Labore and to repurpose the \$25,000 in ARPA money from the Nursing Home feasibility study to pay for these programs. Commissioner Lauer seconded the motion and all were in favor.

Anticipated Revenue Information – CA Libby reported that the county’s anticipated Proshare payment is almost \$5 million, the bed tax payment is budgeted for \$1.4 million and they have already received \$1.3 million before the 4<sup>th</sup> quarter payment and the estimated SFY 504 Payout is \$445,561. She stated that they have \$3.7 million in unanticipated revenue coming for the nursing home over the next 6 weeks. She also noted that they have received the first three (3) quarters of the Enhanced FMAP payments, which is an additional \$1.1 million. She stated that her recommendation is to take \$500,000 from the Proshare payment and put it into the nursing home capital reserve account to build that account up. She stated that the Delegation would have to make that motion at their Budget Vote meeting. The Commissioners and NHA Labore supported the idea.

North Country Procurement Letter – CA Libby requested to go into nonpublic session.

**MOTION:** \* 4:31 PM Commissioner Ahern moved to enter into non-public session for the purposes of matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant according to RSA 91-A: 3, II (c). Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 4:40 PM Commissioner Piper declared the meeting back in public session.

**MOTION:** Commissioner Lauer 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. Commissioner Piper called the roll. Commissioner Lauer “yes” Commissioner Ahern “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

**MOTION:** \* 4:40 PM 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 Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 4:56 PM Commissioner Piper declared the meeting back in public session.

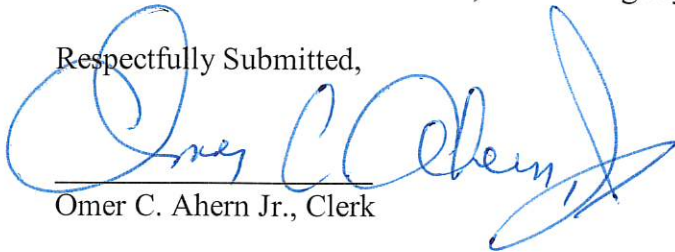
**MOTION:** Commissioner Lauer moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Lauer “yes” Commissioner Ahern “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

**Commissioner Issues:**

1. Commissioner Piper read a “thank you” card that the Commissioners received from a family member of a nursing home resident.
2. Commissioner Lauer met with the first District Senatorial candidate Edith Tucker on Tuesday. She wanted to know what issues Northern Grafton County is facing.
3. Commissioner Ahern attended the Food System statewide gathering. He stated that there were not many farmers in attendance.

5:00PM with no further business, the meeting adjourned.

Respectfully Submitted,



Omer C. Ahern Jr., Clerk



May 25, 2022

### Commissioners Report

<b>Population:</b>	In House: 50	F Unit: 20
		E Unit: 11
		D Unit: 7
		C Unit: 7
		Intake: 5

Out of Facility: 23

Total population: 73

Intakes since 7/1/21: 757      Male: 499      Female: 258

### Community Corrections Report:

- a) Electronic Monitoring: 5
- b) Daily Work Release: 0
- c) Pre-Trial Services: 12      2 on GPS monitor

### **Operation Impact:**

Along with the following presentations, Sgt. Harness did community corrections residence checks and worked inside the Jail.

- 5/2- Presentation of Stranger Danger X 2 to Woodsville Elem.
- 5/3- Presentation of Natural High to Ashland School
- 5/5- Presentation of Stranger Danger X 2 to Woodsville Elem. & On call
- 5/10- Presentation of ADWI & Driving While Distracted to BMU
- 5/11- Presentation of Stop Cyber Bullying to Enfield Elem.
- 5/12- Presentation of Stop Cyber Bullying to Enfield Elem.
- 5/17- Presentation of Jail Tour to Profile HS

### **Community Work Detail:**

Sergeant Griffin is assisting the Farm with their duties with his inmate workers that he has available. He has also been assisting with EM/FIRRM checks and working three shifts per week inside the jail to help cover necessary shifts. Roadside clean up along route 10 to Lisbon was started Monday 5/23.

**Transports:** For the month of April staff conducted 4 transports.

- 0 transport to a treatment facility.
- 0 medical transports for inmate medical needs/doctor's appointments.
- 4 courtesy rides home for inmates being released that could not find a ride for themselves.

### **FIRRM Program**

5 current participants

Level 1 – 2

Level 2 – 2

Level 3 - 1

## **Programs Department Report:**

For the month of April, the Programs Department provided various services to 18 different inmates for approximately 268 hours. These services include SUD groups, individual counseling and HISET. The majority of these hours came from the following services broken down below.

Individual Counseling: 10 total hours

Female – 9 hours

Male – 1 hour

SUD Treatment Groups: 252 total hours

Female – 188 hours

Male – 64 hours

**Mental Health Report:** For the month of April there were four psychiatric clinic days with a total of 28 patient encounters.

### **General:**

Academy graduation

CIT (Crisis intervention team) Off-site week-long training

New programs Sergeant

Are there any Commissioner concerns?



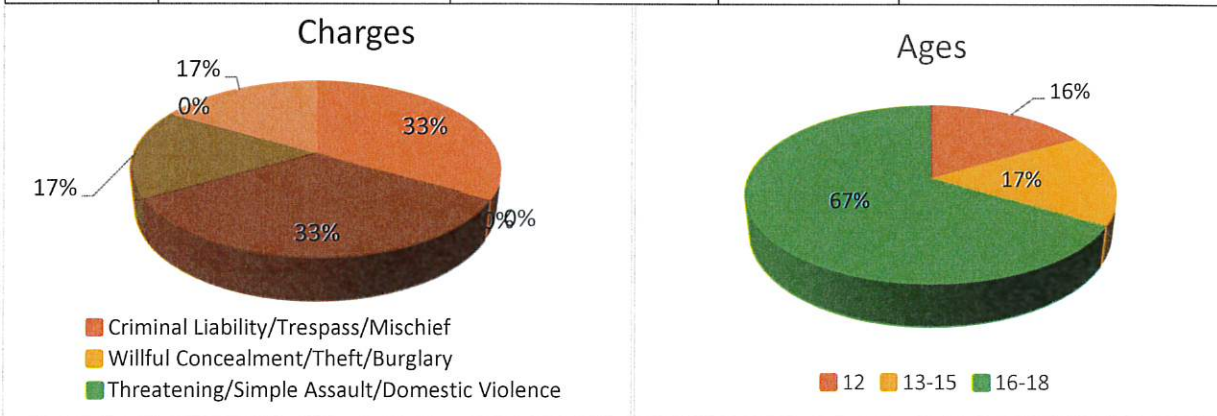
# Alternative Sentencing Commissioners Report April 2022

**Director's Report:** This month our recently hired case manager gave her resignation as this position was not a good fit for her. The case management position was posted and we received some great applicants. Our new case manager will begin in May. The Director and LADC have taken over the case management for all clients in the interim.

## Juvenile Restorative Justice

*Grafton County Juvenile Restorative Justice Program is to promote community-based alternatives to the formal court process that; promote positive youth development, safer communities, integrates restorative justice practices, intervenes at the earliest possible opportunity and promotes reduction in juvenile crime and recidivism*

Program	Active Participants	New Participants	Completed	Cases Returned
GCJRJ	4	1	0	0
COOS	1	0	0	0
<b>TOTALS</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>



There are no changes to note in the juvenile programs. The Juvenile Accreditation is due in May for both Grafton and Coos. The Director is working on ensuring all documents are complete and binders are submitted timely for accreditation.

We continue to monitor how SB94 is impacting the state and juveniles through communicating with the southern part of the state. There have been positive and negative impacts to communities and the process that has been working for many years. We have noted that juveniles are not taking the program as seriously as before because they are aware this is not a "one shot deal". On the other hand we are noting that families are engaging a little more the second time around which positively impacts the juvenile.

## Adult Diversion & Program

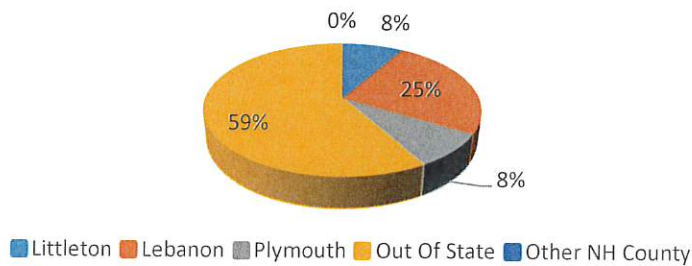
*Grafton County Adult Diversion Program is to hold an eligible offender accountable while providing the resources, skills, and education to reduce the risk of committing crimes in the future. This program is an alternative to prosecution and offers a defendant a chance to avoid criminal conviction and other punitive sanctions including fines,*

# Alternative Sentencing Commissioners Report April 2022

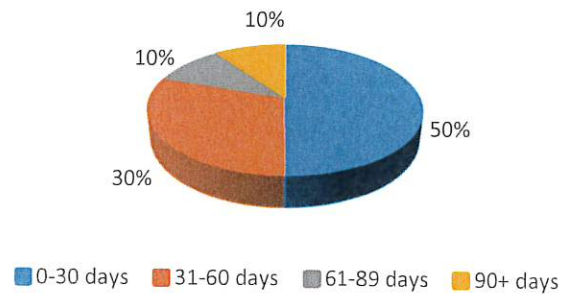
*probation and incarceration.*

Program	Active Participants	New Participants	Graduated	Fees	Prospective Participants
Felony	5	0	2	\$375	8
Misdemeanor	5	0	0	\$150	0

Geographics



Plea to Acceptance



Amount



There is a need for stronger collaboration with the CAO to work on early case resolution to hopefully meet offender needs in a manner that best reduces recidivism and increases rehabilitation.

We continue to focus on building relationships with community partners. We are utilizing a few new recovery services and homes due to the increased need and longer wait times for beds. As the pandemic slows, we are increasingly seeing the negative impacts of the past two years on individuals around substance use, violence and mental health.

There are long waits to get into treatment for SUD and MH at this time and the mental health agencies continue to face a staffing shortage. It is unclear at this time how long this will last but we have a significant need for more providers in this county.

# Alternative Sentencing Commissioners Report April 2022

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## C.A.R.E & C.A.R.E+

*The Grafton County C.A.R.E+ Program designed to support individuals who have been convicted and are under supervision to connect to services and stay active in a therapeutic environment. C.A.R.E+ stands for Community, Assessment, Re-Entry and Education + Supervision, the focus of this program is to assist individuals in giving back to their community while creating a successful foundation and becoming a productive member of society.*

Program	Current	New	Completed	Program Fees	Prospective
C.A.R.E	1	3	0	\$0	1
C.A.R.E+	6	0	0	\$0	0

Staff have been able to support many LADC referrals for Probation and Parole which ultimately supports our community. As we see a decrease in services throughout the community it has become more evident that these services are important and needed within the county.

## Mental Health Court

*Grafton County Mental Health Court seeks to provide an effective and meaningful alternative to the traditional criminal justice system for individuals with a mental health illness. Our goal is to promote prompt intervention, education, treatment and recovery in order to improve the quality of the individual's life, reduce recidivism and improve community safety*

Location	Active Participants	New Participants	Veteran Participants	Prospective Participants	Completed
ASSERT Littleton	6	1	3	3	1
HOH Lebanon	4	0	0	2	2
PMHC Plymouth	4	0	0	2	0
<b>TOTALS</b>	<b>14</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>3</b>

We are currently updating all policies and procedures after our annual meetings to ensure we are up to date in our practices. Once those are complete we will share with NH public defender's office and CAO to ensure we are within all legal requirements before finalizing the documents.

There is still a significant need for a felony level mental health court and court time in all circuit courts. The Director has been working to determine how many felony level charges have been decreased to a misdemeanor in order for an individual to receive appropriate supports as well as communicating with the court clerks in hopes to get court time, specifically in Lebanon.

The Governor's commission continues to work on creating state standards and guidelines for MHC.

# Alternative Sentencing Commissioners Report April 2022

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## Budget Report

Revenue below; Please note there are no funds from insurance companies as most of our clients have switched to AmeriHealth and they are not currently allowing us to become enrolled with them. The Director is working on this and will hopefully be able to back bill for services up to 180 days.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Oct	Nov	Dec
JRJ	---	---	---	---								
AD	\$705	\$375	\$730	\$525								
MISSE D	---	\$25	\$50	---								
LATE	---	---	---	---								
+ UA's	---	---	---	---								
MRT	---	---	---	---								
CARE	---	---	---	---								
MISSE D	---	---	---	---								
+ UA's	---	---	---	---								
INS	\$636.96	\$0	\$121.16	\$0								
BDAS	\$1445.04	\$1970.53	\$2410.99	\$1745.75								
<b>Totals</b>	<b>\$2787.00</b>	<b>\$2370.53</b>	<b>\$3312.15</b>	<b>\$2270.75</b>								