

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
August 1, 2023

PRESENT: Commissioners Piper, Ahern and McLeod, County Administrator Libby, Assistant County Administrator Burbank, Administrative Assistant Norcross

OTHERS: HR Director Clough, Nursing Home Administrator Labore, DoC Supt. Elliott

Commissioner Piper called the meeting to order at 9:00 AM began with the Pledge of Allegiance.

HR Director Clough arrived and gave the following report: (* see attached)

HR Director Clough reviewed information with the Commissioners for their upcoming DoC Superintendent interviews.

Nursing Home Administrator Labore arrived and gave the following report: (* see attached)

1. Contract Nursing Utilization Update – NHA Labore thanked the Commissioners for their support with the targeted wage increase for nursing staff, noting that it appears they have found a sweet spot with recruitment and they have many happy employees. Since July, the Nursing Home has not renewed six (6) contracted LNA assignments and have another two (2) set to expire this week as well. NHA Labore added that he anticipates that mid-October – November they will have eight (8) new LNAs that will be finishing the class. He stated that the response to these wage increases has been better than he anticipated.

2. DHHS RFP County Pilot to Delay or Defer Institutional Care – NHA Labore reported that his personal opinion regarding this idea is that this is what was talked about in 2018 when Medicaid Managed Care was being discussed. This RFP is talking about Programs for All Inclusive Care for the Elderly (PACE Programs). He stated that other Nursing Home Administrators and County Administrators were unaware that this RFP was coming. NHA Labore explained to the Commissioners that there is no way to put a meaningful response back to this RFP within 30 days and therefore he would not recommend any investment in his time to go forward with this. He stated that it is a shame because this is a wasted opportunity. If they had more time, they could have done something with it.

DoC Supt. Elliott arrived

MOTION: * 10:14 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a).

Commissioner McLeod seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”, Commissioner McLeod “yes” Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

*10:32 AM Commissioner Piper 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 McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes” Commissioner McLeod “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and the motion passes.

Agenda Items:

1. Commissioner Piper asked if everyone had a chance to read the minutes from the July 26th meeting. Commissioner Piper had a few edits that she reviewed with the Commissioners.

MOTION: Commissioner Ahern moved to approve the minutes from the July 26th meeting as amended. Commissioner McLeod seconded the motion and all were in favor.

2. The Commissioner signed check registers FY '23 – 1193; FY '24 -1013

3. CA Libby stated that a few weeks ago Lisetta Silvestri from Plymouth Area Renewable Energy Initiative came to speak with the Commissioners about Grafton County being the applicant for Energy Efficiency and Conservation Block Grant Competitive funding. CA Libby explained that she has since found out that Grafton County is unable to be a part of this competitive program because it is already a direct recipient of the EECBG grant program.

Commissioner Issues

1. Commissioner Ahern stated that he and Commissioner McLeod attended the North Haverhill Fair and the ribbon cutting of the Antique Agricultural Implement Building.

2. Commissioner Ahern also attended the rededication on the Warren Wentworth Town Line and the location where two (2) State Police Officers, Trooper Gary Parker and Trooper Joseph Gearty, were killed in 1989 while they were taking a prisoner to the Grafton County facility.

3. The Commissioners went into nonpublic session to conduct interviews for the Department of Corrections Superintendent position.

MOTION: * 10:51 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,

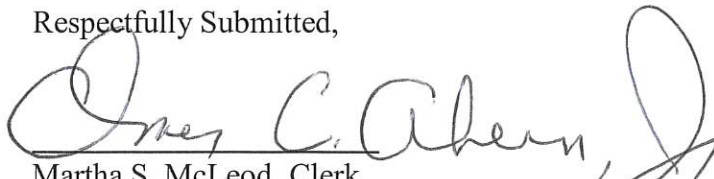
II (b). Commissioner McLeod seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern "yes", Commissioner McLeod "yes" Commissioner Piper "yes" Commissioner Piper stated that a majority of the board voted "yes" and would now go into non-public session.


* 4:26 PM Commissioner Piper 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 McLeod seconded the motion. Commissioner Piper called the roll. Commissioner Ahern "yes" Commissioner McLeod "yes" Commissioner Piper "yes". Commissioner Piper stated that a majority of the board voted "yes" and the motion passes.

4:26 PM with no further business, the meeting adjourned.

Respectfully Submitted,


Martha S. McLeod, Clerk

 Vice Chairman
For Commissioner
Martha S. McLeod

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 August 1, 2023

HR Activity Report (06/05/2023-07/31/2023)

• ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	8 (2 PT, 4 PD, 2 FT)	1 FT / 1 PD LPN, 1 FT/ 1 PT Unit aide 1 PT Dietary Aide, 3 PD LNA
DOC	2 (2 FT)	1 FT CO, 1 FT LPN
County Attorney	1 (1 FT)	1 FT Legal Asst.
Comm. Office	1 (1 FT)	1 FT Asst. County Admin.
Registry of Deeds	1 (1 PT)	1 PT Clerk
Alt. Sentencing	1 (1 FT)	1 FT Case Manager

Separations

<u>Departments</u>	<u>#</u>	
Nursing Home	5 (3 FT, 1 PD, 1 PT)	1 FT Cook, 1 PT Dietary Aide, 1 FT Housekeeper, 1 PD LNA, 1 FT RN
Corrections	2 (2 FT)	1 FT CO, 1 FT Lt. Community Corrections
Sheriff's Dept.	2 (1 PT, 1 FT)	1 PT Deputy, 1 FT Captain

Reasons:

- Resigned personal reasons/no reason- 1
- Termination –
- Deceased - 1
- New job/career change – 1
- Relocated –
- School – 1
- Retirement – 3
- Not Reappointed -
- Not meeting Per Diem / Part Time Requirements - 2

Status Changes/ dept transfers: 3 per diem LNA's to ft, 1 per diem LNA to 3/5, 2 FT CO to PT, 1 PT Dietary Aide to Unit Aide, 1 PT Housekeeper to FT

Active Leave of Absences between June 6, 2023 to present

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	13	(11 are intermittent, 8 for self, 5 for family)
Nursing Home – Non-Nursing	7	(6 are intermittent, 3 for family, 4 self)
DOC	4	(1 intermittent, 3 self, 1 family)
Sheriff's Dept/Dispatch.	2	(2 intermittent, 2 self)
County Atty's Office	3	(2 intermittent, 3 self)
HR Department	1	(1 intermittent, 1 family)
Alternative Sentencing	1	(1 intermittent family)

TOTAL: 31

**Orienting August 2nd:
4 FT LNA**

1 FT Activity Aide

Current Jobs posted/advertised

LNA's/Unit Aides (35.15 FTE's vacant)

RN/LPN (17.05 FTE's vacant combined)

ADON

RN/LPN DOC (1 PT)

CO's (11 FTE's)

Cook DOC (1 FT / 1 PT)

Housekeepers (1 FT and PT)

Dietary Aides (2 FT and PT)

Nursing Home Cook (1 FT)

Deputy Sheriff

Dispatcher

Corrections Supt.

Alternative Sentencing Case Manager

Grafton County Nursing Home Commissioner's Report: August 1, 2023

Census

Medicare: 7
Medicaid: 62
VA: 4
Hospice: 2
Private: 21
Total: 96

FY '24 Budgeted Census:

Medicare: 7
Medicaid: 68
VA: 4
Hospice: 0
Private: 19
Budgeted Census: 98

Monthly Admissions/Discharges

Admissions: 4
Deceased Residents: 1
Discharges: 1

Other Topics:

- 1) Contract Nursing Utilization Update
- 2) DHHS RFP County Pilot to Delay or Defer Institutional Care