

## GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy

North Haverhill, NH 03774

February 25, 2014

PRESENT: Commissioners Martha Richards and Linda Lauer, Executive Director Julie Clough and Admin Assistant S. Norcross.

EXCUSED: Commissioner Michael Cryans

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

ITM Ruggles arrived and gave the following report:

Grafton County Department of Information Technology  
Monthly Summary Report  
Tuesday, February 25th, 2014

### IT – Department of Information Technology

- Setup new synology NAS system. Created fail over cluster and tested. Moved IT users documents to new NAS system and tested. Created group policy to map drives and tested.
- Review new Department Head Accounting software template with Executive Director
- Setup new virtual SQL Server for Commissioners Office Staff, will be migrating existing Infinite Visions to new Server and testing
- Tested new VOIP phones at White Building. Made outside call and inside call. Review and checked data ports locations. Setup new phone extensions and call routes for white building.
- Microsoft monthly updates deployed to all County Systems.
- Remove old systems from AV software admin console - AD and dns server.
- Consolidated backup Images reconfigured backup jobs to NAS.
- Install Drop box on users systems in AO – NH
- Continue work on IT Budget for 2014-15

### AO – Attorneys Office

- Setup user accounts for new hires
- Finish move of users to abernas
- Reconfigure Sharpdesk user profiles for new server
- Install and train staff on third party media players.
- Removed share from AO db01 as part of end of life of server.
- Assist users with creation of DVD s
- Resolve of access to offline files for user.

- Resolved WIFI Router Issue for the Courtroom and Attorneys Library

CE – Cooperative Extension

CO – Commissioners Office

- Install software patch for Infinite Visions.
- Assist payroll with getting report from etime software.

DC – Drug Court

- Replace faulty power supply for laptop.

DoC – Department of Corrections\Community Corrections

- System for DC programs department configured For multimedia presentations.
- Replaced phone in medical records room.
- Fixed firewall issue to allow ping and remote access to docmedint, docintakesgt, doccommcorr2, docprog3.
- Replaced faulty optical drive in doccommcorr1.
- Provide software training for new captain
- Moved cameras on DVR's that have bad ports.
- Fixed laptop not booting, and LEDS issue for Auralie Achilles.
- Met with Tim form Tasco and showed him current Bosch DVR setup. Discussed having him as support.
- Re-recorded voice greeting for jail, per promotional changes.

HR – Human Resources

- Resolve issue with user not being able to clear counters on scanner
- Setup laptops in training room for Donna Cramer and Nancy Bishop.

HS – Human Services

- Setup laptop for HS - HR director's to assist user to register onlife health

MT – Maintenance

- PC Maintenance
- Fix Java problem with Niagara software

MH – Mental Health Court

- Assist with download and burn to CD video on Mental Health program

RD – Registrar of Deeds

- Work with outside vendor and create emergency restore baseline image of pc system

NH – Nursing Home

- Installed Sonicpoint into Activities and tested signal in activities room, cafeteria, and lounge.
- Replace wireless USB on system used to run power point presentations.
- Resolved wireless conflict between Grafton WIFI and Heritage Health Care
- Resolved document and calendar issue for staff coordinator.
- Changed wireless configuration for all wireless devices.
- Added script file to keep PDA s from going into “suspend mode”
- Medicare – Medicaid software not working reinstalled program and restored data from zip

#### SO – Sheriff's Office\Dispatch

- Install new Tri Tech Paging Software Module IMC.
- Resolved word processor issue for detective.
- Change Drive mappings to match new standard for departments.
- Provide Kerio and Windows training with deputy.
- Restored printer to working order.
- Resolved connectivity issue on eocradio
- Changed Brother HL-2270DW printer in SO.
- Worked with Charter on new connection drop.
- Setup router/firewall (Linksys) for Dispatch. Tested connectivity.

Commissioner Richards asked if everyone had a chance to read the minutes. Commissioner Lauer moved to approve the minutes of February 18<sup>th</sup>. Commissioner Richards seconded the motion and all were in favor.

The Commissioners signed the check registers.

ED Clough explained that the Board had received a letter she received from Michael Iacopino who is Counsel to the NH Site Evaluation Committee. She stated that the letter is in reference to an application submitted to the SEC for a new short transmission line in Littleton. Mr. Iacopino was inquiring if the Commissioners had received a copy of the application and explained to them what the process was for public comment. She said that she had also received an email earlier this week asking if the Commissioners would like to be on the SEC’s email distribution list for this project.

Commissioner Richards stated that with what’s going on with the electric and transmission lines that she would like a copy of the application and she stated that all three (3) Commissioners should be included on the email list. Commissioner Lauer will be talking with Littleton officials regarding this issue.

ED Clough presented her recommendation for Audit proposals to the Commissioners in the form of a report. She reviewed the report with the Commissioners that discussed all her findings from

the reference checks and research she has done on the firms that submitted bids. She stated that she recommends that the County remain with Melanson Heath & Company even though they were not the lowest bidder. She stated that the County has come so far in the last three (3) years with their Audit using Melanson Heath and Company that she does not want to take a chance on taking a step back.

Commissioner Lauer moved to accept Melanson Heath for the Auditing services for FY2014-2016. Commissioner Richards seconded the motion.

Discussion:

Commissioner Lauer stated that it seems we have a good working relationship with Melanson Heath and to change companies mid-stream would use up more staff time adjusting to a new system. She stated that she thinks that the small price difference is offset by the additional burden that would be put on the staff.

The Commissioners voted on the motion and all were in favor.

Al Jones and Kirsten VanBuskirk arrived from NH Interlocal Trust. Al Jones introduced himself along with Kirsten and stated that they were here on behalf of NH Interlocal Trust to discuss Harvard Pilgrim Health Care with the Commissioners in hopes that they may consider using them in the future. He stated that they are getting out to all the government bodies to introduce themselves and discuss Harvard Pilgrim Health Care with them. They handed out brochures and explained different aspects of the health care and answered various questions.

Commissioner Richards asked with all the changes in medicine and issues people have with getting coverage for certain conditions, is Harvard Pilgrim staying flexible to all of those issues. Al Jones stated that he is available to help anyone who has a problem with health care or is looking for a provider or having an issue with their coverage. Kirsten VanBuskirk stated that Harvard Pilgrim has a very extensive appeals process.

HRD Donna Cramer asked what Harvard Pilgrim's Vermont network looked like because many Grafton County employees live in Vermont. K. VanBuskirk stated that in the brochure that was handed out it lists some of the hospitals that are covered. She stated while they do have some bordering hospitals in Vermont, Harvard Pilgrim is not registered as an insurer in Vermont, so they can have some of the bordering facilities but it is not inclusive of all hospitals in Vermont.

Director Clough explained that the County is currently getting proposals from health insurance vendors and the Benefits Committee will go through the information and probably meet with Al and Kirsten in a few weeks. The Benefits Committee will make a recommendation to the Commissioners by mid-April as to the direction they think is best for the County to go.

Supt. Libby and SIT Elliot arrived and gave the following report:

February 25, 2014

## Commissioners Report

1. Population In -House: 107  
F Unit: 39  
E Unit: 25  
D Unit: 26  
C unit: 16  
Intake: 1

### 2. Community Corrections Report:

- a) Drug Court: Supervising (21) 2 \* in custody
- b) Electronic Monitoring: Supervising (11)
- c) Daily Work Release: Supervising (1)
- d) Operation Impact: Sgt. Larson did 2 anatomy of a DUI classes in Newfound Middle School last week, three classes at Danbury Elementary.
- e) Community Work Program: Sgt. Webster and crew finished painting the Clifford building in Woodsville and are painting at the Piermont School this week.

### 3. General:

- a) Leadership Academy group tour of facility on March 5<sup>th</sup>.
- b) 3<sup>rd</sup> parenting class started.

### 4. Commissioner Items:

- a) Commissioner Cryans- None
- b) Commissioner Richards-Coos County vegetable donations
- c) Commissioner Lauer- FY 15 - SIT Elliot told Commissioner Lauer that she could come over to the DoC and they would show her their process in creating their FY15 budget.

Commissioner Lauer stated that she attended the Commissioners Council meeting on Friday and that there was a lot of discussion regarding the changes to the Administrative Rules that pertain to Corrections. She said that there was also a discussion with Mike Ricker from Primex regarding Liability insurance and the fact that Primex does not provide coverage in RSA 91-A suits. They only provide coverage if there are monetary damages sought. Director Clough explained that Grafton County was quite familiar with that through their coverage with LGC several years ago when we had two (2) RSA 91-A lawsuits and the County was required to pay for our defense.

Commissioner Richards stated she is going to the Orange Select board tonight and this is her last town in her district that she needs to visit.

10:40AM with no further business the meeting adjourned.

Respectfully submitted,

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Linda Lauer, Clerk