

GRAFTON COUNTY COMMISSIONERS' MEETING
Administration Building
North Haverhill, NH 03774
February 25, 2025

PRESENT: Commissioners Piper, McLeod, Hedberg, County Administrator Libby, and Assistant County Administrator Elsholz, Administrative Asst. Norcross

OTHERS: Kylee Emerson – SNS, Alternative Sentencing Director Mitchell, DoC Supt. Lethbridge, Maintenance Supt. Oakes, Nick De Mayo – via Teams, Omer C. Ahern Jr. – via Teams

Kylee Emerson from SNS arrived and gave the following report*(see attached)

Alternative Sentencing Director Mitchell arrived and gave the following report *(see attached)

AS Director Mitchell discussed the need for a new mental health case manager position and stated that she would like to include this request in her upcoming budget. Commissioner Piper stated that she understands the case AS Director Mitchell is making for the need for this new position. She does not see any problem with putting the request in the budget, and the Commissioners will see what the budget brings.

Department of Corrections Supt. Lethbridge arrived and gave the following report *(see attached)

Commissioner McLeod asked, with regard to all the discussion around changing bail reform, if Supt. Lethbridge knows how this is going to impact the Department of Corrections. Supt. Lethbridge stated that it is hard to predict the impact, but if they are going to be more aggressive toward people who fail to appear or have a second-law violation while out on bond, the number of inmates in the facility should increase significantly. He explained that this is one of the reasons he is working to get the four (4) correctional officer positions that were cut from the budget back in the event their population were to increase.

Commissioner Hedberg asked if the Grafton County DoC has been asked to hold any individuals on ICE holds and if he was anticipating any of that. Supt. Lethbridge stated that there have been many discussions within the Superintendent's Affiliate. They, as an affiliate, are opposed to a mandate on Department of Corrections facilities to be long-term holding for ICE detainees. A law may require a 48-hour hold for detainees, but he noted that Grafton County's facility is unsuitable for long-term detainees because they do not have empty housing units. These are civil detainees, not criminals, and therefore should not be housed with inmates. Many of them would have language barriers, which would make them more vulnerable as well.

Transportation SOP – Supt. Lethbridge explained that this policy provides guidance to staff if they need to take an inmate out of the facility for any reason. This is one (1) policy that they are developing in addition to the classification policy that the Commissioners approved last month.

MOTION: Commissioner Piper moved to approve the Transportation SOP.

Commissioner Hedberg seconded the motion, and all were in favor.

Administrative Transfer – Supt. Lethbridge stated that the County Attorney’s office requested this transfer to facilitate due process. Belknap County has approved the request.

MOTION: Commissioner Hedberg moved to approve the administrative transfer as requested by Supt. Lethbridge. Commissioner Piper seconded the motion, and all were in favor.

Agenda Items:

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the February 18th meeting. Commissioner Hedberg wanted to clarify something Mr. De Mayo had stated during the February 18th meeting. She did not say there was a lack of transparency. She thinks they do a good job of being transparent. She wanted to clarify that this is not her position. Commissioner McLeod stated that the way the minutes read made it sound like that is how Commissioner Hedberg felt, rather than it being a statement that Mr. De Mayo made. Commissioner Hedberg made the following edit:

Page 4, Public Comment section – Commissioner Hedberg changed the sentence “He was emphatic about the transparency of the meetings, and Commissioner Hedberg picked up on that and noticed that there was a lack of transparency” to read “He was emphatic about the transparency of the meetings, and he stated that Commissioner Hedberg picked up on that and noticed that there was a lack of transparency.

MOTION: Commissioner Hedberg moved to approve the minutes from the February 18th meeting as amended. Commissioner Piper seconded the motion, and all were in favor.

2. Courthouse Building Committee Discussion – Supt. Oakes stated that the proposed size of the new Courthouse is 56,809 sq ft based on the programming. It is roughly 9,000 sq ft larger than the existing building. When EH Danson initially did their study, many needs and wants were listed. The programming at that time was estimated to be at 78,000 sq ft. When they did this new process with Lavallee Brensinger, the initial square footage was 63,000, and with the work of the Courthouse Building Committee, they are down to 56,809 sq ft.

Commissioner Hedberg stated that she was impressed with Lavallee. Their initial proposal came in under their top level. They are willing to work with the County and stakeholders to determine what is needed and the best way to achieve that. Supt. Oakes explained that in the final shrinkage from 63,000 sq ft down to 56,000 sq ft, the Courthouse Building Committee sat down with all

the departments and came up with an amicable agreement. They are all on board with this. Supt. Oakes stated that it was then run past Lavallee one last time, and they thought this was fine as well.

CA Libby stated that it is important to understand that there will be additional costs to this probable construction costs.

Commissioner McLeod noted concerns regarding the current administration and the discussions about taking away the tax-free municipal bonds, which would significantly impact the County. There may not be anyone who is willing to bond out capital projects.

Supt. Oakes stated that he wanted to reiterate that the age of the boilers and air handlers at the existing courthouse are beyond the age they were expected to last. The County will incur significant costs to bring this building up to speed. To make the renovations needed, they are looking at substantial costs. He feels they would be throwing good money after bad if they were to renovate the current Courthouse.

Commissioner Piper stated that the Delegation was on board with the logic of needing a new building, and everyone bought into it. She feels it is a much better option to build new but wanted to clarify the process. She stated that the Commissioners would have to approve the bond vote, and then the Delegation would have the final vote, but there would be numerous public hearings throughout the three (3) Commissioner districts before that final vote would happen. The County is currently collecting information for a new Courthouse, which was paid for using ARPA funds. CA Libby stated that they are a few months out from Lavallee finishing the work they were hired for. If the Commissioners were to approve this programming, they would move ahead to phase 2, which is the conceptual design and would be due in June. She then stated that once that was completed, the County would go through the steps Commissioner Piper just outlined. Commissioner Piper added that this is a very transparent process. Today's request is to move from phase 1 to phase 2, which is still being paid for with ARPA funds. Supt. Oakes noted that \$700,000 in ARPA funds was set aside for this project. The money for this current process came in a lot less than that, and therefore, a chunk of money will go towards the next phases. CA Libby stated that there would be roughly \$500,000 left to go toward the phases after Lavallee is finished.

Supt. Oakes explained that he is the one who has initiated all of this and has hands-on experience over the last 20 years getting to know this building. When he saw issues, he brought them forward to the Commissioners and requested an engineering firm do a study to confirm his concerns. His initial thought was that they would renovate the building, but the probable costs came back, and it was just as much money to renovate as it would be to build new. CA Libby stated that their job through the public hearing process would be highlighting what Supt. Oakes has brought up why they need to replace the building and what would happen if they do not.

Commissioner Hedberg added that as the newest member of the building committee, she stated that they need to appreciate and thank those who have been on the committee: CA Libby, Supt. Oakes, and Assistant CA Elsholz, thank you for being so attentive to detail. When she went on a tour of the building, she learned that things may break suddenly, and then there are large costs associated with trying to repair them.

Commissioner Piper confirmed that the list of departments in the new Courthouse does not include the Register of Deeds. The last she knew, the decision on whether to move the Register of Deeds to the new Courthouse had not been made. That had been the desire of the Register of Deeds for years. If the Commissioners approve this today, as is, it does not include the Register of Deeds in the new Courthouse. Supt. Oakes noted that the original EH Danson study was for those who were currently in the building, and the Register of Deeds asked why they were not consulted because they wanted to be in the building and therefore, they sat down and met with the Register of Deeds to discuss their needs. Register Monahan has since decided not to move, so Lavallee did not interview her. Commissioner Piper noted that there has been strong criticism regarding the security available in the Administration Building. The Register of Deeds put in bulletproof glass and made other adjustments, at the County's expense, to alleviate any fears. Commissioner Piper stated that she does not think this conversation has been closed. None of the problems she has heard will go away, and none would happen if they were to move into the Courthouse. It is a decision of the Board of Commissioners.

Supt. Oakes stated that the Courthouse Building Committee went out of their way to make absolutely sure they knew where the Register of Deeds wanted to be because they didn't want to redo this process. It was made clear to him that Register Monahan wants to stay in this building as it meets their needs. CA Libby added that Register Monahan intends to use her surcharge account to address environmental controls and security issues.

Commissioner Piper asked what was best for the public. Commissioner McLeod added that it is more about maintaining the documents, as most of the foot traffic is no longer an issue. Commissioner Piper stated that Rockingham County Register of Deeds is in the Courthouse, and Register Monahan has spoken in favor of that. Commissioner McLeod asked if they could figure out the space needed for the Register of Deeds. CA Libby stated that she is unsure if they would need all of the space they currently have if they were to have more efficient space in the new Courthouse. Supt. Oakes stated that there are two (2) problems with putting her into this building. Register Monahan does not want to move into the new building, and they are forcing her to move. From a taxpayer standpoint, if you have a space meeting requirements, why spend taxpayer dollars to move them? Commissioner Piper stated that the Register of Deeds space does not meet security and environmental controls requirements. They have to treat everyone equally so she does not feel they should base anything off of predicted reactions, as that is not being good stewards of the concerns of their residents. Commissioner McLeod noted concerns about the access issues; the front of the Administration Building does not have easy access to the Register of Deeds.

Commissioner Hedberg asked if Commissioner Piper and Commissioner McLeod are suggesting that the Register of Deeds complete a space needs questionnaire like they did for the other stakeholders to see what square footage is added to the new building and then change the cost estimate and the conceptual design. Commissioner McLeod and Commissioner Piper stated that they feel Register Monahan needs to fill out the questionnaire. Commissioner Piper stated that processes and statutes require the Board to do due diligence. She does not feel it is a good idea to have this decision made by department heads rather than the Commissioners. Commissioner Hedberg stated that Register Monahan had thought many of the issues had been resolved. Elected or not, the Courthouse Building Committee did the same process with all department heads. Register Monahan felt that they have done a lot of work on the area they currently have, and despite the mentioned concerns, they wanted to stay here. As a committee, they respected her thoughts as they did every other department head. Commissioner Piper stated that when she said department heads should not make the decisions, she meant the department heads on the Courthouse Building Committee. The Register of Deeds brought this issue to the Commissioners, and the Commissioners need to resolve it. The County Administrator and Maintenance Superintendent should not have this decision on their shoulders.

Commissioner Piper requested to go into a nonpublic session.

MOTION: * 10:42 AM Commissioner Piper moved to enter into a non-public session for the purpose 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 Hedberg seconded the motion. This motion requires a roll call vote. Commissioner McLeod called the roll. Commissioner Piper said, "Yes", Commissioner Hedberg said, "Yes," and Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the board voted "yes" and would now go into non-public session.

* 11:19 AM Commissioner McLeod declared the meeting back in public session.

MOTION: Commissioner Hedberg 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. Commissioner McLeod called the roll. Commissioner Piper "Yes," Commissioner Hedberg "yes," Commissioner McLeod "yes." Commissioner McLeod stated that a majority of the board voted "yes," and the motion passed.

Supt. Oakes requested to go into a nonpublic session.

MOTION: * 11:20 AM Commissioner Hedberg moved to enter into a non-public session for the purpose 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 (a). Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner McLeod called the roll. Commissioner Piper said, "Yes", Commissioner Hedberg said, "Yes," and Commissioner McLeod said, "Yes." Commissioner McLeod stated that a majority of the board voted "yes" and would now go into non-public session.

* 11:30 AM Commissioner McLeod declared the meeting back in public session.

MOTION: Commissioner Hedberg 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. Commissioner McLeod called the roll. Commissioner Piper "Yes," Commissioner Hedberg "yes," Commissioner McLeod "yes." Commissioner McLeod stated that a majority of the board voted "yes," and the motion passed.

MOTION: Commissioner Hedberg moved to approve the out-of-cycle increase for an employee as requested by Supt. Oakes. Commissioner Piper seconded the motion, and all were in favor.

MOTION: Commissioner Piper moved that the Register of Deeds or her staff complete the user questionnaire to assist the Commissioners in making the final determination as to whether the Register of Deeds office will stay where it is currently located or move to the Courthouse. Commissioner Hedberg seconded the motion.

Discussion: Commissioner Piper stated that the Commissioners are remembering all of the instances where the minutes' record concerns the safety of the Register of Deeds staff. They want to be sure the public and staff are safe. The minutes also record many issues with record storage. They have invested \$1 million in keeping those documents safe and want to be sure that this investment is not lost and that the records are stored in the best place possible. Commissioner McLeod stated that the Commissioners need to do their due diligence with this situation before moving forward with Lavalley.

The Commissioner voted on the motion, and all were in favor.

2. The Commissioners signed check registers 1111-1114; 1116; 2025-02.14.2025.

3. Certificate of Authority—BDAS—CA Libby stated that this certificate of authority states that Commissioner Hedberg certifies she is the clerk and CA Libby is authorized to enter into an agreement with the state for the BDAS grant.

MOTION: Commissioner Piper moved to certify that Commissioner Hedberg is Clerk of the Board of Commissioners and authorize County Administrator Libby to enter the BDAS contract and sign any necessary documents. Commissioner Hedberg seconded the motion, and all were in favor.

4. Commissioner McLeod signed the following CDFA Paperwork for the Micro 2023 grant:

- GRDC - \$16,860

5. IT Director Position – CA Libby stated that this position was offered a couple of weeks ago to someone who was supposed to start today, and he has decided not to accept it. HR is reaching out to another strong candidate they had to see if they are still interested in a second interview. If that person is still uninterested, they will start the hiring process again. CA Libby stated that she would inform the Commissioners as the process progresses. She noted that she will also work on preparing the IT budget and negotiating a new contract with SNS.

6. CA Libby stated that the County has been working with the US Forest Service for eight (8) months to get a permit for the broadband project, as 70% of the project passes through the White Mountain National Forest. She further stated that a couple of weeks ago, the County was told that all specialists had signed off on the permits, and then, as of last Friday, the County was informed that due to things coming down from the federal government, the process would take at least until April 1st to complete. CA Libby stated that she will be reaching out to contacts that she has to find out more information and will keep the Commissioners informed on where the project stands.

7. Transparency – Commissioner Piper stated that she wanted to talk about online participation. She explained that this started with COVID; before that, folks would attend meetings in person. She stated that the Commissioners would like to discuss whether online participation should continue. Commissioner McLeod stated that it creates work for the staff, and there is a misunderstanding of what is being said through those online due to audio issues. Commissioner Hedberg noted that she was always able to hear the meetings when she attended in person before she was elected and sworn in. Commissioner Piper added that the inability to hear online leads to confusion. Commissioner Hedberg felt that the Commissioners need to strongly consider not having online participation if those in attendance online cannot hear well. They have discussed recording the meetings in the future but are not at that point yet. If the sound is not good enough to watch, it will be just as bad to record. She stated that if people do not hear well and report things that did not happen, it defeats all of their attempts for transparency. Commissioner Hedberg said she thinks they should try doing away with virtual participation and inviting people to the meetings. She is an advocate for transparency but feels their equipment is not adequate. Commissioner Piper noted concerns, stating she does not want to foreclose the transparency. Commissioner McLeod stated that the County should look into other avenues. Commissioner Hedberg stated that she does not want to create more confusion by using technology that is not working for the audience. When a new IT Director comes in, the first order of business is finding a solution. CA Libby noted that next week's meeting has to have a virtual meeting because the public meetings have been advertised as remote. She went on to state that the County has offered virtual participation for a long time and worries about how it would look if they do away with

that. Commissioner McLeod stated that they are doing more harm than good as people cannot understand what is being said. If they are in person, members of the public can ask the Commissioners questions once the meeting is over. The Commissioners further discussed and agreed to table this discussion for now.

MOTION: Commissioner Piper moved to table any decisions regarding the transparency of their meetings. Commissioner Hedberg seconded the motion, and all were in favor.

Commissioner's Issues:

1. Commissioner McLeod asked if CA Libby had heard from Don Bliss from MRI. CA Libby stated that she has not heard from him but has drafted an email to follow up on their proposal.
2. Commissioner McLeod stated that she received a call from Lisbon EMS and had a long discussion with them. She said that they wanted to ensure the County would get input from the non-fire EMS departments. CA Libby noted that she received an email from Lincoln and Woodstock expressing the same concerns. Commissioner Hedberg stated that she has spoken to the fire chiefs in Bridgewater and Bristol as well, and she gave an update that the county is looking to do a needs assessment for EMS and fire. They were very interested and wanted to be kept in the loop.
3. Commissioner Piper reported on the NHAC Legislative Conference and stated that a member of the Senate and House of Representatives discussed the budget. She noted that there was a really good discussion on housing. Commissioner McLeod stated that Senator Lang has a piece of legislation that would amend the current use law and add a 4-year moratorium on people selling their land that is in current use, that they do not have to pay the 10% upon sale of that. This legislation hopes to encourage people to sell their land to developers for housing. Commissioner McLeod discussed the federal update that was given as well.

Public Comment

1. O. Ahern stated that because of many comments over the last few years about the judiciary system, the County cannot always be assured that the State of New Hampshire will want to have a Courthouse here in North Haverhill for more than a 4-year time period. He thinks the County should reconsider putting a Courthouse in this new building. He stated that he feels the State of New Hampshire should put a new courthouse in Plymouth.
2. O. Ahern also noted that it is very unfair to the elderly people in Grafton County that the County Farm is feeding eggs to the inmates at the DoC. He stated that the inmates do not need to eat eggs. There is enough other food on the farm for them.
3. O. Ahern stated that regarding online attendance when they are publicly speaking, they need to slow down and enunciate better.
4. N. De Mayo stated that on February 4th, Commissioner Hedberg addressed the team's link, and he thought she agreed with him on the transparency issue. He then stated that regarding

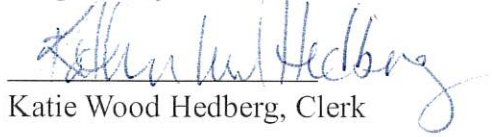
Commissioner Piper using the term residents, residents are taxpayers, so whether you use the word residents in their referral with what is going on with Grafton County, residents do pay taxes. Taxpayers are going to foot the bill for the new courthouse.

5. N. De Mayo stated that ARPA money being spent is adding to the national debt of \$37 trillion.

6. N. De Mayo stated that if the Commissioners do not have online participation, it is a measure of censorship. He stated that he feels this decision is something the Executive Council should decide and not the Commissioners.

10:30 AM With no further business, the meeting adjourned.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Katie Wood Hedberg", is written over a horizontal line.

Katie Wood Hedberg, Clerk

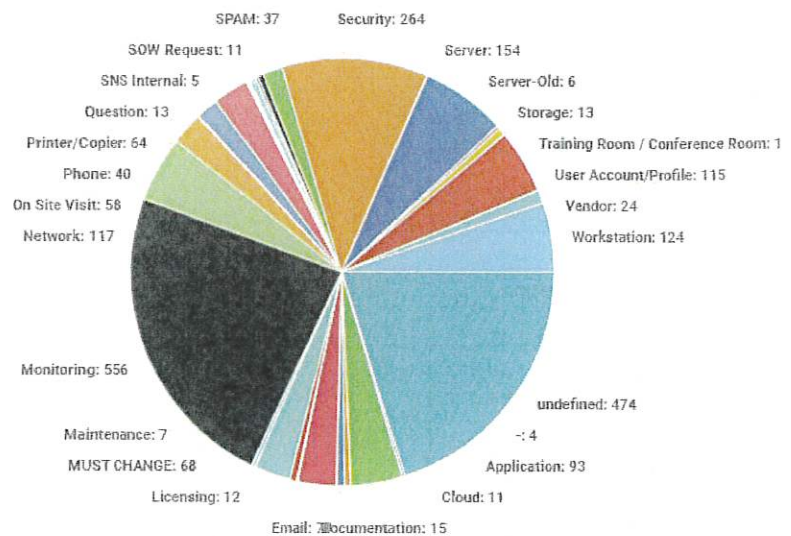
IT Department Commissioner's Update

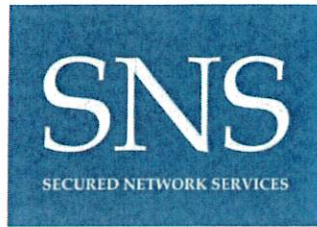
Meeting Date: Tuesday, February 25, 2024

February Monthly Ticket Report:

Highlighted sections all decreased from January to February

Application	93
Cloud	11
Documentation	15
Email	70
Labor	1
Labor\Recurring	1
Licensing	12
MUST CHANGE	68
Maintenance	7
Monitoring	556
Network	117
On Site Visit	58
Phone	40
Printer/Copier	64
Product	1
Product\Recurring	1
Purchasing	2
Question	13
SNS Internal	5
SOW Request	11
SPAM	37
Security	264
Server	154
Server-Old	6
Storage	13
Training Room / Conference Room	1
User Account/Profile	115
Vendor	24
Workstation	124

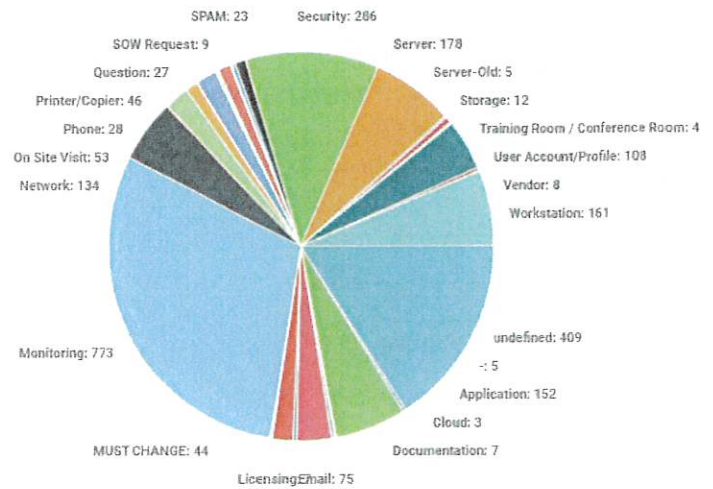




January Monthly Ticket Report:

Application	152
Cloud	3
Documentation	7
Email	75
Labor	1
Licensing	7
MUST CHANGE	44
Maintenance	5
Monitoring	773
Network	134
On Site Visit	53
Phone	28
Printer/Copier	46
Product	4
Product\Labor	2
Purchasing	3
Question	27
SNS Internal	2
SOW Request	9
SPAM	23
Security	286
Server	178
Server-Old	5
Storage	12
Training Room / Conference Room	4
User Account/Profile	108
Vendor	8
Workstation	161

Tickets Opened By Type - Last 30 Days [Client]





Artic Wolf Report:

- Artic Wolf report was reviewed with Dan Cullen, Director of Security for SNS. Everything looks normal and consistent with previous weekly reporting.
- There were no incidences that required our attention.

SNS Team Updates and Goals:

1. Change to onsite staffing: Nathan Voisine has given his two week notice and his last day will be Friday, February 28th. SNS will be working with Grafton on the onsite needs and will be sending someone to train onsite in anticipation of Nathan leaving.
2. The ticket count stays relatively consistent; however, I would like the help desk and onsite team to be labeling tickets that come in more specifically. Ensuring things are labeled correctly will increase resolution rate and allow for more accurate reporting on certain issues. Specifically, if it is a recurring user or problem, we will be able to take further action

Top four categories that are "generic" labels.

- a. Monitor
 - b. Maintenance
 - c. Must Change
 - d. Undefined
3. Decrease average resolution rate. This statistic ranges between 40-65 days. Tickets that remain open when we are waiting on a response drive this time up. However, since I took over consistently, I am seeing this number grow. I would like the team to keep the average around 30 days. This is typical amongst other larger clients and factors in outlier tickets that we are either waiting on responses from or working with vendors.
 4. CSM has scheduled recurring meetings prior to department head and commissioner meetings to review account.

Monthly Department of Corrections Activity Report

January 2025



Major Incidents:

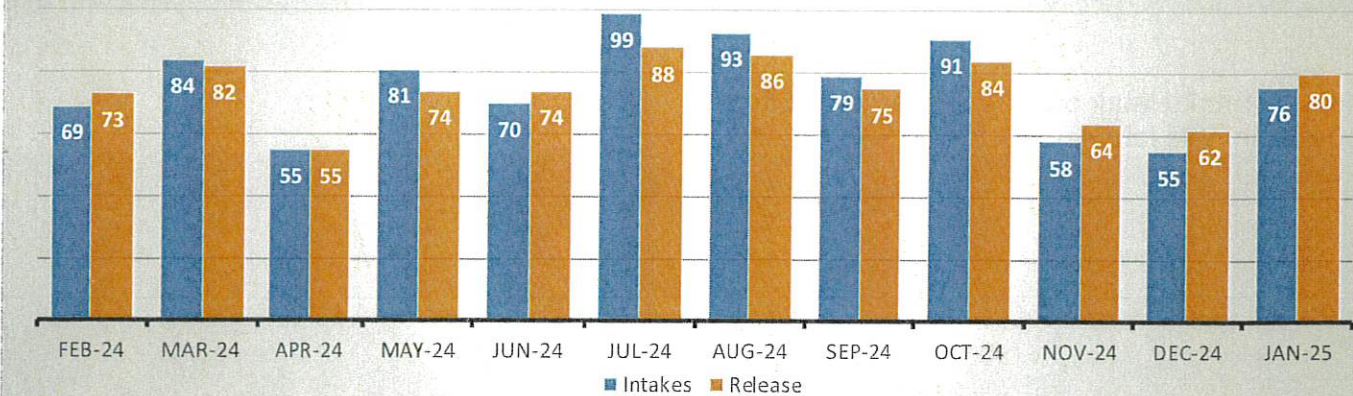
There were no major incidents in the Grafton County Dept of Corrections in January.

Population Data:

Total Intakes for the Month: 76 (Coos County Females:9)

Total Releases for the Month: 80

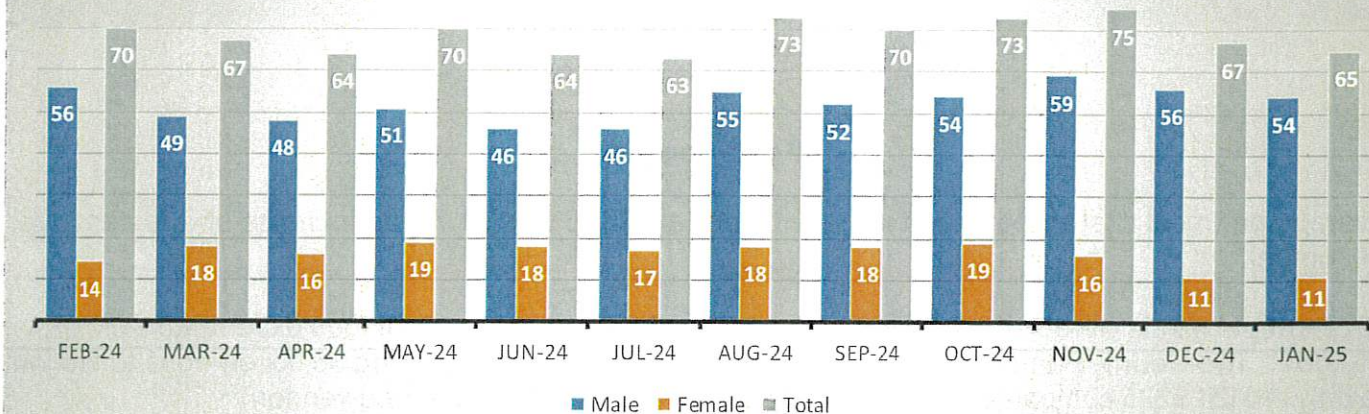
Monthly Intake / Release



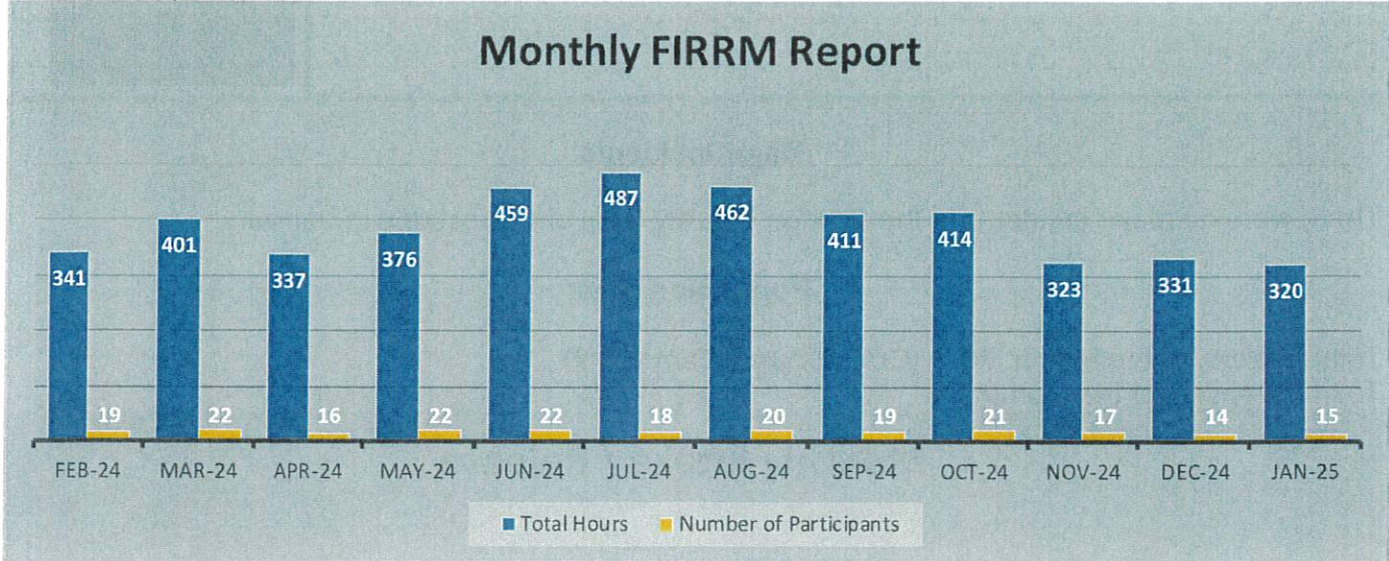
In House Average Daily Population for the Month: 65

Male: 54 Female: 11

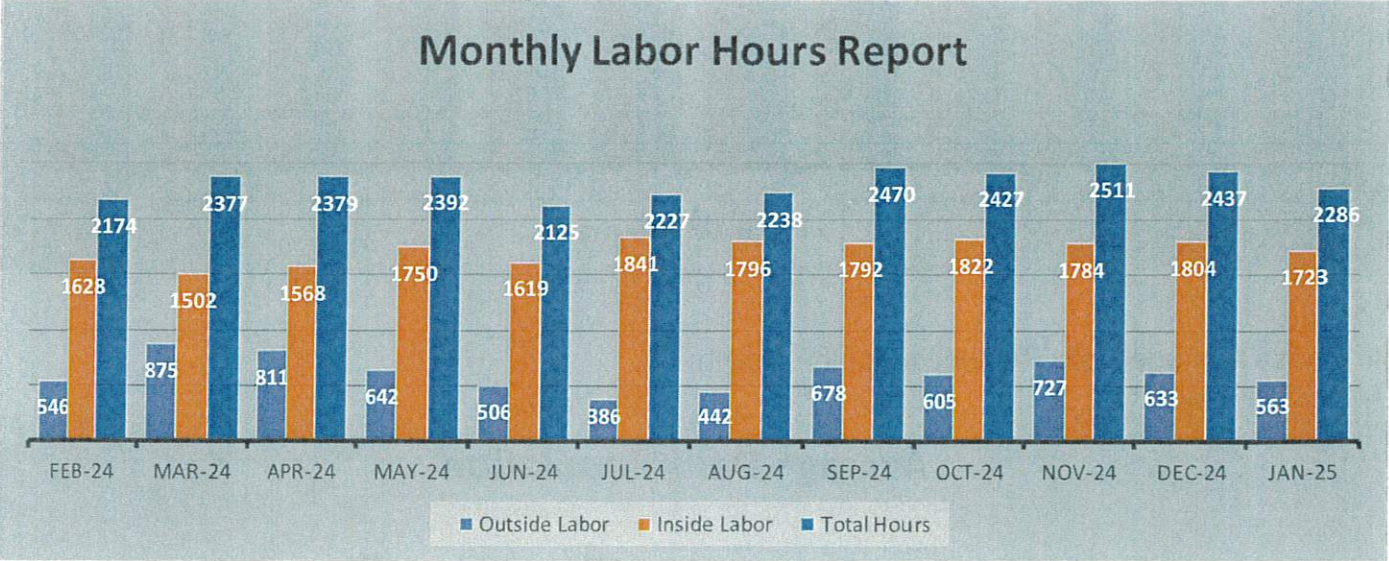
Average Daily Population



Inmates participating in FIRRM program during the month: **15**
 Total Participation Hours: **320**



Hours of inmate labor outside the facility: **563**
 Hours of inmate labor inside the facility: **1723**



Food Service:

Average per meal cost to feed each inmate in January 2025 was \$1.72, an increase of one cent over December.

5872 inmate meals were served during the month of December, for a total food expenditure of \$10,081. The County Farm helped hold the line on food costs by delivering 36 dozen eggs to the jail, saving the jail \$225 compared to buying those same eggs through the food vendor.

Medical:

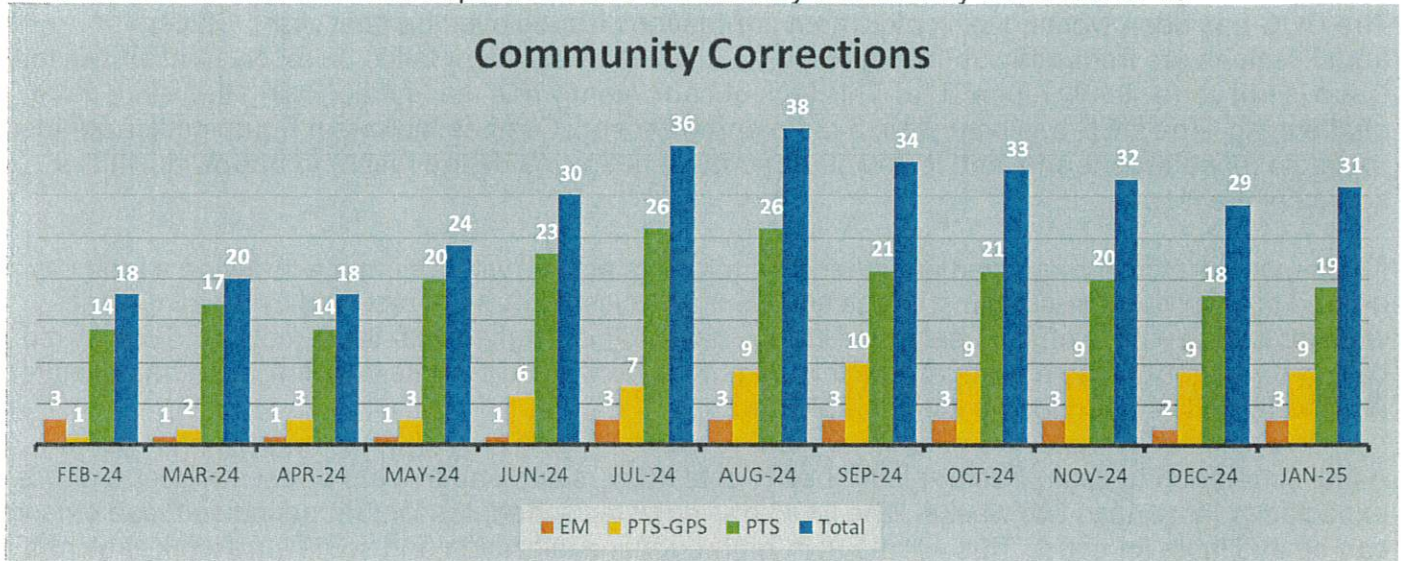
Medical has been closely monitoring and treating a higher number of medically fragile inmates than normal in January. These efforts have paid off and there were no medical crisis or emergency hospital visits during January.

Community Corrections:

Inmates supervised on Electronic Monitoring: 3

Inmates on Pre-Trial Services with GPS: 9

Inmates on Pre-Trial Services supervised and checked by Community Corrections: 19



Staff:

New officer hires during the month: 2

New officer/supervisor vacancies during the month: 0

Total vacant officer positions at the end of the month (including supervisory rank): 4

Promotions during the month: 0

Significant Developments and Achievements:

The DOC purchased the Axon Taser devices approved for this budget cycle and all officers were trained in their use in January. The training included the use of force policy as well as de-escalation techniques. Sgt. Buxton did an excellent job with the instruction and staff were engaged and enthusiastic about this new tool.

Aside from the taser training, the DOC was able to send seven officers and corporals to an 8 hour mental health training offering in Meredith NH in January. We were also able to secure four slots for officers to attend a 40 hour Critical Intervention Team advanced mental health and de-escalation training offered by the National Alliance on Mental Illness that will be held in March.

The DOC has been developing a tour/educational experience aimed at college Criminal Justice classes. Cpl. Vardaro had represented us at a job fair at Norwich University (VT) and identified the opportunity through conversations with professors. She has taken the lead on developing the program, which will provide students a firsthand look at the complexity of operating a jail and the role of the jail inside the Criminal Justice System. Once development is completed, the DOC intends to issue invitations to the Criminal Justice programs at Plymouth State and other nearby colleges. This program will also be an opportunity to showcase the GCDOC as an employment opportunity and serve as an integral part of our recruiting efforts.

Significant Problems:

The DOC has been working to fix radio communications issues over the past year. Officers' transmissions are frequently unintelligible, difficult to understand, or fail to be received at all, but the issue is not consistently repeatable. This lack of consistency has made diagnosing the issue more challenging. The DOC has brought in a radio engineer from Ossipee Mountain Equipment, upgraded the radio repeater antenna, and tested other portable radios inside the facility to narrow down the source of the issue.

In January an Officer requested assistance in her housing unit with an inmate throwing a food tray around the day room and kicking things and the transmission was not received by the other staff working that day. The officer used good judgement, did not engage with the inmate, and continued calling for help until the message went through. No one was hurt in this incident, but it has elevated the priority of this issue for the leadership team.

A trial scheduled to begin February 24th has twelve officers and supervisors under subpoena and is expected to last one to two weeks. The DOC has adjusted schedules for that period so these officers can be available for court. This will result in high overtime utilization and some long work stretches for officers until the trial concludes, but Lt. Allaire was able to maintain minimum staffing with these 12 officers and supervisors removed from their normal schedules.

Alternative Sentencing

Commissioners Report January 2025

Directors Report:

The Grafton County Alternative Sentencing staff remain very busy with intensive case management, which is a component of all seven of our programs. We continue to experience challenges finding agencies in the community that can readily accept our clients for varying levels of therapeutic or psychiatric needs. There do not appear to be any active group counseling programs for severe mental illness, and therapy is often delayed or unavailable. Because of this, the Alternative Sentencing staff, particularly the Mental Health Court team, is logging a significant number of hours in efforts to support clients in the community and provide any skill building they can to help until the community mental health centers can support our participants, or we can find private supports through other agencies. This has been an ongoing concern for two years or more. The teams have all experienced an influx of severe mental illness across program referrals, frequently including co occurring disorders of substance use.

Alternative Sentencing has started two new groups. Life Skills and Anger Management to address some basic skill building. The team does not have licensed mental health providers on staff to facilitate other necessary groups that address mental health symptoms.

There are several tasks that each staff performs within their job duties. Case management as 1:1 time with participants is only a portion of the work. Alongside the tasks listed below, staff must document all interactions with clients and outside agencies, maintain reporting, facilitate groups, drive to community locations, attend court proceedings and respond to crisis. Please consider that severe mental health symptoms slow the progress of all tasks.

Basic tasks of case management:

Obtaining insurance and establishing food security.

Housing

Referring to and collaborating with mental health and substance use providers

Medication and substance use monitoring

Working through program expectations/ phases

Transportation and community/ home visits

Finding volunteer hours or employment support and countless other tasks.

Currently Mental Health Court staff have put in 138 hours in case management time between November 2024 and now, equaling about \$9,460 and one month of a 40-hour work week.

Alternative Sentencing Commissioners Report January 2025

Alternative Sentencing hopes to find support during this budget season in hiring an additional case manager for the team, focusing on mental health court participants.

Funds used to support participants in January include \$0 from Opioid Abatement Funds and \$494.69 from Local Assistance and Tribal Consistency Fund.

Census:

Alternative Sentencing and Mental Health Court had 34 active participants, 3 successful completions, 15 referrals pending for Alternative Sentencing programs, 10 referrals for Mental Health Court plus 5 *actively supported* applicants for Mental Health Court.

**Actively supported meaning, the applicant is being provided intensive case management by the Mental Health Court team before pleading into the program. This is often a necessary step to stabilize the individual enough to move to the next step.*

***The Mental Health Court Team is close to capacity with current staffing. As referrals continue to come in, Grafton County Alternative Sentencing will be seeking to support our team with additional staff.*

***Alternative Sentencing Programs:**

Juvenile Restorative Justice

Adult Felony and Misdemeanor Diversion

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

Intimate Partner Domestic Violence Program: Emerge

Mental Health Court

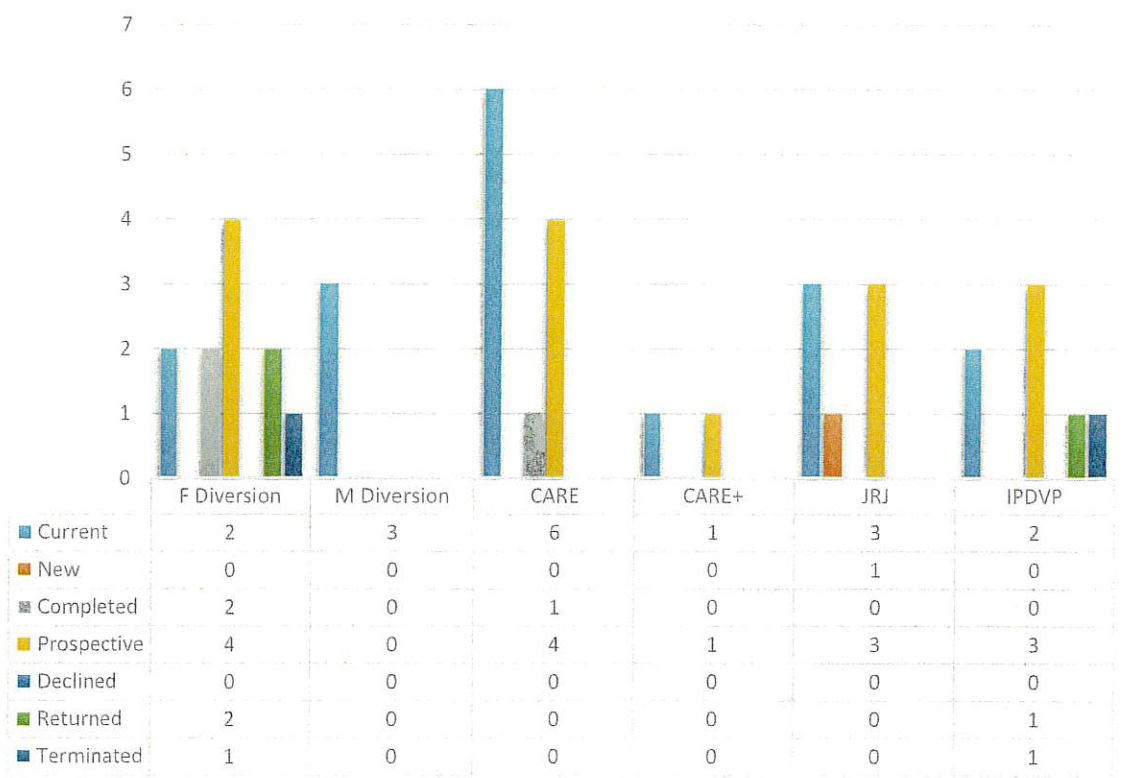
Anger Management Assessment and Programming

Life Skills Group

Alternative Sentencing Commissioners Report January 2025

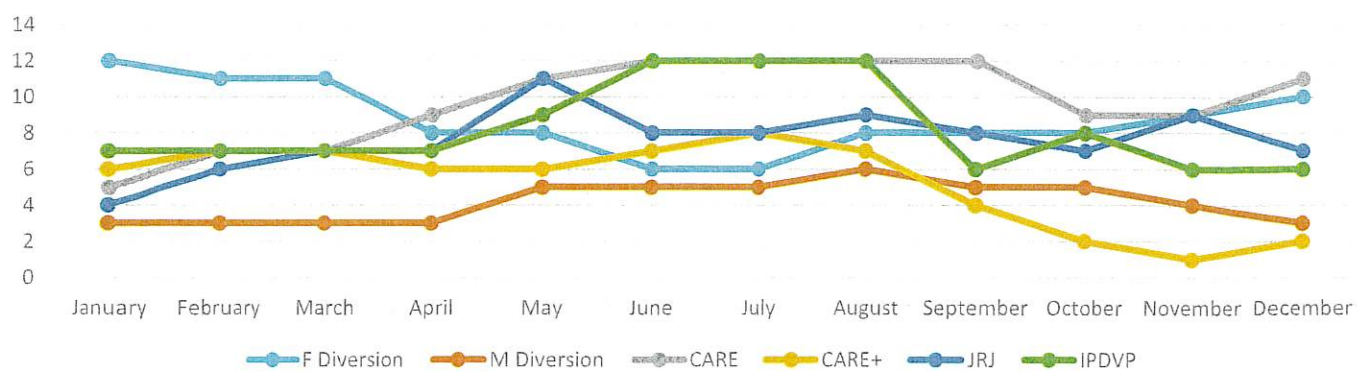
Alternative Sentencing Programs

JANUARY 2025



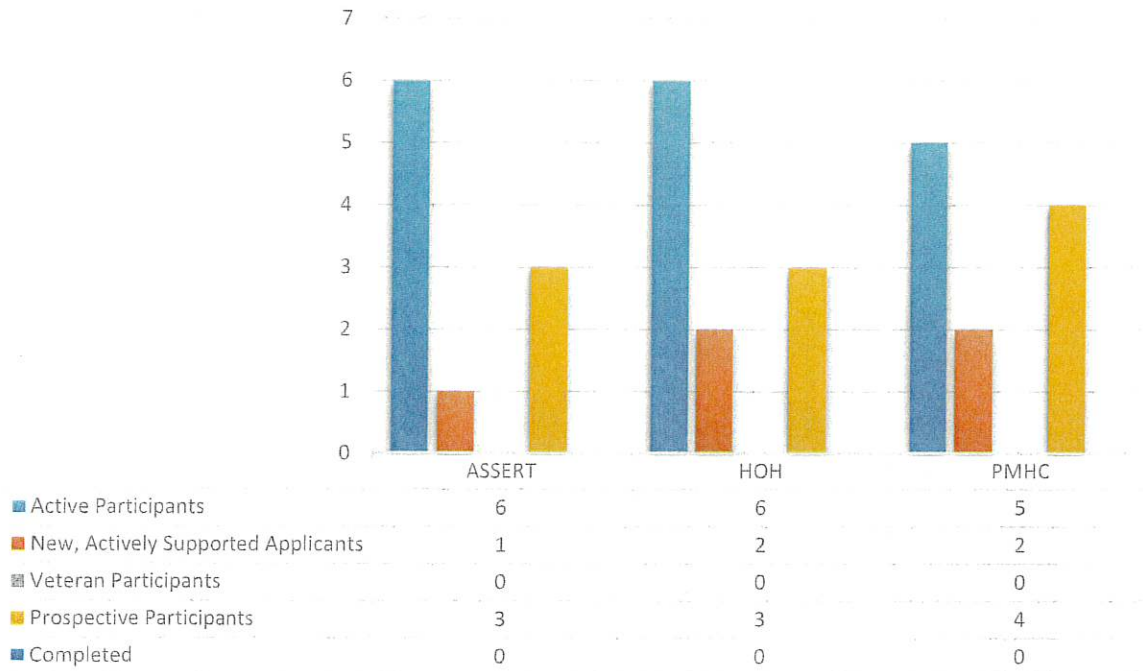
FOURTH Quarter 2024

AS Programs



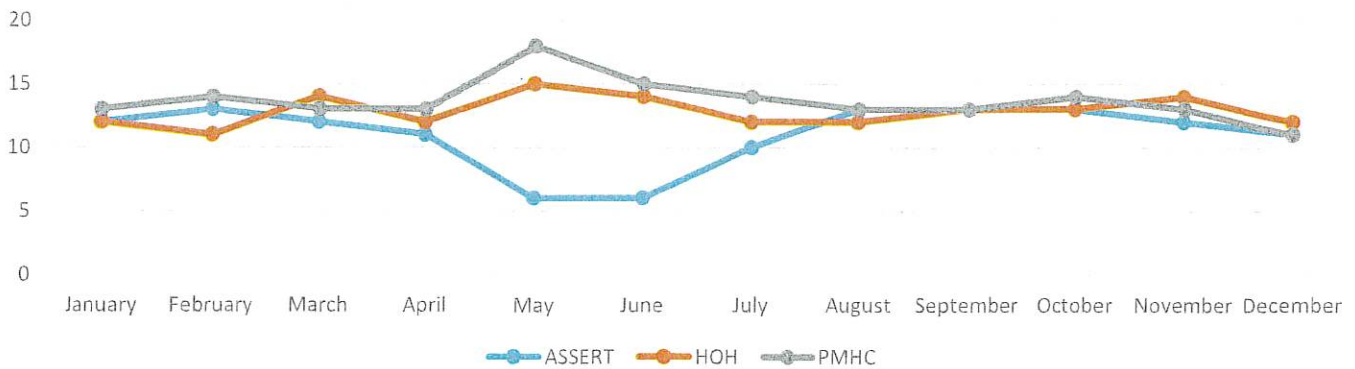
Alternative Sentencing Commissioners Report January 2025

Mental Health Court JANUARY 2025



FOURTH Quarter 2024

MHC



Alternative Sentencing Commissioners Report January 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
JRJ												
AD	\$90.50											
MISSED												
LATE												
+ UA's												
MRT												
Emerge	\$250											
CARE												
MISSED												
+ UA's												
BDAS	\$1628.81											
Totals	\$1969.31											
Grand Total	<u>\$1969.31</u>											