

GRAFTON COUNTY COMMISSIONERS' MEETING

Administration Building

North Haverhill, NH 03774

May 5th, 2026

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

OTHERS: HR Director Clough, Nursing Home Administrator Labore, Nick De Mayo – via Teams, Janice Novak – via Teams, Emilie Smith – via Teams, Michael – via Teams

Commissioner McLeod called the meeting to order at 9:09 AM.

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

CA Libby stated that HR Director Clough has done some research on the Boomerang request from the Employee Council, and she has reviewed the policy that the Employee Council presented. HR Director Clough stated that this policy is not saving the county turnover costs or improving retention. She explained that with this policy, employees can look at it as they can leave the county and then come back. The policy the county currently has seems to be common. She feels that an open-ended policy does not benefit the county, giving the example that if an employee were to leave for ten (10) years, they can then come back and receive their benefits. She stated that an employee may say they do not want to leave Grafton County because of their benefits and earned time, but this policy would allow them to leave the county to try something else, then decide to come back. Commissioner Piper stated that she agrees and feels this would open administration up for costly turnover. She feels that the Employee Council made a weak case for this, and she does not feel it benefits the county. HR Director Clough stated that she does not think it would help retain employees or help with turnover costs. There are a lot of reasons why employees return to the county. HR Director Clough noted that they currently have many rehires, and they do not offer this benefit. She stated that they just increased the earned time accruals, and even an employee returning in the 1–5-year window now accrues at what the previous 6–10-year accrual rate was. She also noted that employees are paid out in full every hour of earned time when they leave. The Commissioners agreed that they are comfortable with HR Director Clough's recommendation. Commissioner McLeod stated that the Employee Council could come back next year with a better policy.

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

1. May 1st Executive Committee Discussion re: Medicaid Pending and Medical Directorship Coverage – NHA Labore stated that Administrator Coates from Cheshire County requested to discuss from a NHAC standpoint, in playing a role and prominent voice in addressing a couple of items. He stated that one (1) of those items was the Medicaid pending cases issues in the state. NHA Labore stated that Administrator Coates was looking for general feedback from what they, as county nursing homes, are seeing with regard to processing cases and if they are seeing any improvement from the contractor that has been selected to help the case management staff make decisions on pending cases. NHA Labore stated that he does not believe the private sector is

seeing much traction in Medicaid cases, and they, as counties, are not seeing a lot of improvement in the Medicaid Pending cases. He stated that the counties should not have seen a noticeable increase in resolution of pending cases because the position they took was to address the private sector first, as those facilities needed the case resolution to get their reimbursements back. He explained that the consultants are not making the decisions to activate the benefit. They are working through the case and making their recommendation, but it then goes back to the DHHS supervisory team to make the final decision. This is where things are being held up. NHA Labore feels that, as more time allows, supervisors will be able to move things along, they will see more cases being resolved, but because the consultants do not have the authority to activate the benefit coverage, they are still not seeing much improvement. NHA Labore further discussed these concerns.

NHA Labore stated that the second part of the discussion was in regard to Medicaid Directorship coverage for county nursing homes. Cheshire County received notice from Cheshire Medical Center that they are pulling out of the Medical Director Services Agreement that they have because they do not have the provider coverage to staff it. This has put Cheshire County in a position of needing to find coverage quickly to stay in regulatory compliance on many levels with CMS. NHA Labore stated that they are looking at the concept of Medical Director services in the long-term care setting, what does that mean, and how it can look different. He explained that right now, it is a CMS requirement to have a medical doctor, or a doctor of osteopathy serve in that role. With the issue of recruiting physician staff to serve in that role for a nursing home, CMS needs to consider changing the requirement of having an MD or DO and allowing a nurse practitioner to serve in that role as Medical Director in a long-term care facility. He stated that Administrator Coates was looking to discuss next month if the Executive Committee of the NHAC put a statement together and request that NACo make this a position for the upcoming legislative year. NHA Labore further discussed the issues surrounding the hiring of Medical Directors with the Commissioners and answered questions.

2. State Survey Plan of Correction – NHA Labore stated that their plan of correction was accepted, and they have their educational fixes taking place as they speak. They have until May 14th to have everything completed, and by the end of the month, they will be asked to provide evidence of following through with the plan of correction.

Agenda Items:

1. Commissioner McLeod asked if everyone had a chance to read the minutes from the April 23rd, April 28th, and April 30th meetings. Commissioner Hedberg and Commissioner Piper had a couple of clarification edits.

MOTION: Commissioner Piper moved to approve the minutes from the April 23rd meeting as amended. Commissioner Hedberg seconded the motion, and all were in favor.

MOTION: Commissioner Piper moved to approve the minutes from the April 28th and April 30th meetings. Commissioner Hedberg seconded the motion, and all were in favor.

2. The Commissioners signed check registers 1163 & 1164.

3. The Commissioners reviewed the DoC Superior Court Report for April.

4. The Commissioners reviewed the Semi-Annual Inspection Department of Corrections letter to be sent to the Attorney General's Office, and Commissioner McLeod signed off on the letter.

5. Commissioner McLeod signed the following CDBG Drawdown:

- CEDC – Micro - \$25,840.83.

6. Opioid Abatement Grant Funding – Commissioner McLeod stated that she heard from Bob Thompson, and he stated that North Country Health Consortium is not in a position to submit a proposal for opioid funding through the state. She asked if the other Commissioners felt this was an important position. She stated that they have heard all of the positive things that this position would do for the county and asked if the county wanted to apply for these funds.

The Commissioners discussed the RFP and whether this was something they would want the county to take on. Commissioner McLeod stated that she would be willing to work on the RFP. CA Libby noted that RFPs are due at noon on May 15th. Commissioner Hedberg stated that if Commissioner McLeod was willing to work on this, she thinks it would be worth applying for. Commissioner Piper stated that she is sympathetic to what Commissioner McLeod and Commissioner Hedberg have stated, but she is hesitant to expand the work of their administrative staff to handle this grant funding going forward. Commissioner McLeod stated that she does not see the harm in working on the proposal, and they can revisit the conversation next week before they submit it. Commissioner Hedberg stated that she agrees, and they could then see how it would impact the administrative staff. Commissioner McLeod stated that she would get in touch with B. Thompson and AS Director Mitchell to help write the proposal.

7. Elected Officials Salaries – CA Libby stated that the Executive Committee will be meeting at 9:00 am, and then the Delegation meets to set Elected Official Salaries at 11:00 am. She stated that they will not have financial reports ready for that Executive Committee meeting. Rep. Sykes has stated that the primary purpose of the Executive Committee meeting is to discuss salaries for the Elected Officials to recommend to the Delegation.

Public Comment:

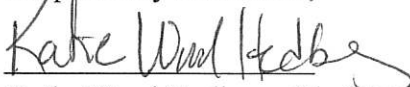
1. Nick De Mayo asked the Commissioners to clarify the timetables for the 2027 budget vote and the county courthouse building vote.

Commissioner McLeod closed the public comment.

CA Libby stated that the Delegation Budget Vote meeting is on Monday, June 22nd, and she will clarify the time. There are Executive Committee budget meetings on June 1st, June 5th, June 8th, and June 12th at 9:00 am. She noted that there are no votes scheduled regarding the courthouse. Commissioner Hedberg stated that they are waiting for feedback from the courts

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

Respectfully Submitted,



Katie Wood Hedberg, Clerk

Grafton County Human Resources Report
 Karen Clough, Human Resources Director
 May 5, 2026

HR Activity Report (03/03/2026-05/04/2026)

• ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	6 (1 FT, 3 PD, 2 PT)	1 FT LNA, 1 PD LNA 2 PD LPN/RN, 1 PT Dietary Aide, 1 PT Housekeeper
Sheriff's Dept.	1(1 PT)	1 PT Dispatcher
Farm	1(1 PT)	1 PT Farm Asst.

Separations

<u>Departments</u>	<u>#</u>	
Nursing Home	5 (2 FT, 2 PT, 1 PD)	2 FT LNA, 1 PT Dietary Aide, 1 PT Housekeeper, 1 PD RN
Maintenance Dept	1 (1 FT)	1 FT Skilled Maintenance Asst.

Reasons:

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

Status Changes/ dept transfers: 1 FT LNA to Per Diem, 1 PD LNA to FT, 1 PT Dispatcher to FT, 1 PT Unit Aide to PT Dietary Aide, 1 PT Housekeeper to PT Unit Aide

Active Leave of Absences March 3rd to present

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	17	(12 are intermittent, 13 for self, 4 for family)
Nursing Home – Non-Nursing	15	(12 are intermittent, 9 for family, 6 self)
County Atty's Office	5	(4 intermittent, 4 self, 1 family)
HR Department	2	(2 intermittent, 1 family, 1 self)
Department of Corrections	3	(2 intermittent, 2 family, 1 self)
Alt. Sentencing	2	(1 intermittent family, 1 intermittent self)
Maintenance	1	(1 self)
Extension	1	(1 intermittent family)
Commissioners' Office	1	(1 self)
Registry of Deeds	1	(1 intermittent family)
TOTAL	48	

Scheduled to orient

1 FT LNA

2 PD LNA

Current Jobs posted/advertised

LNA's/Unit Aides (12.65 FTE's vacant)

RN/LPN (6.45 FTE's vacant combined)

MNA

Housekeeper PT

Deputy Sheriff

Cook PT DOC

Skilled Maintenance Asst. (2 FT)

Other Business: Health Insurance education sessions taking place 5/19 and 5/20, Open Enrollment calls to begin 5/26

Grafton County Nursing Home Commissioner's Report: May 05, 2026

Current Census

Medicare: 7
NH Medicaid: 61 (8 Pending)
VT Medicaid: 19 (1 Pending)
VA: 8
Hospice: 2
Private: 25
Total Census: 122

FY '26 Budgeted Census

Medicare: 4
NH Medicaid: 73
VT. Medicaid: 21
VA: 8
Hospice: 0
Private: 18
Budgeted Census: 124

Monthly Admissions/Discharges

Admissions: 11
Deceased Residents: 5
Discharges: 3

Other Topics:

- 1) May 1st Executive Committee Discussion re: Medicaid Pending and Medical Directorship Coverage
- 2) State Survey Plan of Correction