

MINUTES
Cheshire County Commissioners Meeting
Wednesday July 26, 2017 09:30AM
Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

PRESENT: Commissioners Peter Graves, and Joseph Cartwright, and Commissioner Weed

STAFF: County Administrator Coates, Finance Director Trombly, HR Manager Jardine, Assisted Living Director Gowen, and Assistant County Administrator (ACA) Bouchard.

GUESTS:

At 9:30AM the meeting opened and Vice-Chairman Cartwright took-up discussion of Master Agenda Item #510: Assisted-Living Semi-Annual Report – C. Gowen presented her report for the previous six months as follows:

(Commissioner Graves joined the meeting at 9:33am).

Assisted Living Facility - July 2017

Admissions and Discharges:

4 Admissions

1 Discharge to Maplewood

1 Temporarily transferred to MNH, returned

1 Completely moved in then the day of admission ended up unstable and is at MNH

Waiting List:

28 on waiting list

15 seeking immediate placement

Census:

19 Residents: 1 at MNH

12 Medicaid

7 Private pay

Staffing:

Staffing is stable and all positions are filled. We are currently accepting applications for per diem staff.

Last month the PCA job description was rewritten to better cover all areas of practice.

I am coordinating with Pam Fortner for Active Shooter training that is specific for ALF staff.

2 PCA's and the per diem RN were trained for the Resident Assessment Tool which is a required, biannual assessment.

Survey:

Both Life Safety and the State Survey were deficiency free.

CMS changes:

Implementation of the new regulations is on hold.

Goals:

1. Ongoing staff education.

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2. Rewriting the policy and procedure manual.
3. ALF will participate in a UNH graduate program research project related to food and food service specific to this facility.

A discussion of the pending Assisted Living / Nursing Home waiver that would allow both facilities to remain on the same campus was covered and it was learned that the pending changes have been pushed out five (5) years before a decision will be made.

The level of services for assisted living residents was reviewed and how the assisted living staff meets the needs of its residents was covered.

The backlog for assisted living apartments was discussed and it was learned that the current wait for an apartment is about a year.

The Commissioners thanked Gowen for her report.

T. Woolbert and R. Nelson were then recognized and addressed Master Agenda Item #509: Maplewood Supervisory Nursing Position – they discussed that the problem with filling non-day shift nursing supervisory positions has proven to be very difficult to fill due to the way the positions are compensated.

An extended discussion concerning a proposal to compensate the 11-7 RN Supervisor position with a shift differential of \$4.00/hour above base and the 3-11pm RN Supervisor position with a differential of \$2.50/hour above base began and a number of questions were asked by the Commissioners concerning duties and responsibilities and possible alternative scheduling ideas to help cover the open slots.

The discussion covered many facets of responsibilities that the supervising RN's have and that for the 11-7 RN Supervisor they are the controlling manager for the entire building and all departments when on duty acting as nursing administrator, providing medical support and review for incidents in the facility, as well as being responsible for building and operational issues as they arise.

Following an extended discussion, Commissioner Cartwright moved to accept the proposal to compensate the 11-7 RN Supervisor position with a shift differential of \$4.00/hour above base and the 3-11pm RN Supervisor position with a differential of \$2.50/hour above base and was seconded by Commissioner Weed. A brief discussion began and a vote was then taken with the motion passed unanimously.

Master Agenda Item #511: Grant for Sheriff's Department - Opioid Interdiction – Sheriff Rivera discussed the Opioid Interdiction grant and said that the previous grant was being closed out and a new grant is being opened to fund the Granite Hammer program that pays for the Sheriff and other County Police Departments to assist in gathering intelligence and support police actions for drug interdiction programs.

The operational and logistics issues of how the program works was reviewed by the Sheriff and the

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reasons for both an enforcement approach and treatment approach was discussed.

Following discussion Commissioner Cartwright moved to authorize the submission of the grant at a reduced level of \$12,765.00 from the previous \$30,000.00 grant amount and was seconded by Commissioner Weed. Further questions concerning the effectiveness and the operations of the program was covered. Upon vote the motion passed unanimously.

Administrator Coates was then recognized and provided the following Weekly Operations report:

He reminded the Commissioners that on August 7th the Executive Committee will meet in the Commissioners Conference room at 10:00am to complete their mid-year budget review and on August 14th the full Delegation will meet to ratify the mid-year budget and to consider any proposed changes.

A discussion of the proposed 2017 Pro-Share Fund Budget Amendments was covered and reviewed by Finance Director Trombly. She discussed the line items that are being proposed to be purchased with the Pro-Share funds and reviewed the proposed 2018 recommendations from the staff.

The split of the purchase of equipment and the recommended allocation of monies to off-set taxes was covered and the possible termination of all Pro-Share funds in the next few years was discussed.

At 11:02 being previously scheduled, and Pursuant to RSA 91-A:3, II (a) Commissioner Cartwright moved to enter non-public session to discuss 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 public meeting, and (2) requests that the meeting be open, in which case the request shall be granted, and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.

As a result of discussion in non-public session employee A was granted a Family Medical Leave (FMLA) extension of thirty-days (30) was approved due to continuing medical issues.

And further, as a result of discussions in non-public session employee B was granted a leave of absence due to medical needs and was approved to be granted unpaid medical leave for the duration of their medical recovery anticipated to be approximately six (6) weeks.

At 11:07AM the Commissioners voted unanimously to return to public session.

The Commissioners then resumed the Pro-Share, 2018, and bond discussions.

Commissioner Weed moved to accept the proposed budget presented by the staff and to present the budget proposal to the Delegation for review and consideration. He was seconded by Commissioner Graves. Upon vote the motion passed with Commissioners Weed and Graves voting Yea and Commissioner Cartwright voting Nay as he wished to have more funds allocated to decreasing the overall bond amount. The motion passed 2-1.

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Coates discusses the front-page story on the Summer Concert Series held at 12 Court Street in Keene and mentions that the next event is tomorrow at 12:30pm.

Coates handed out the NH Association of Counties annual conference sign-up paperwork and suggests that the Commissioners return the documents quickly if they are interested in attending the conference.

Coates discussed the meeting that he and Bouchard attended concerning the growing problem of the lack of Fire and EMS personnel who respond to emergency calls throughout the County. The City of Keene personnel, Deluzio Ambulance service, Southwest Mutual Aid, and the Director of Emergency Services at Cheshire Medical Center and Coates and Bouchard discussed the issues and agreed that a follow-up meeting should be scheduled sometime in August.

The Commissioners then reviewed the weekly Census and reviewed the budget status for federal inmates and the electronic monitoring program.

The Weekly Manifest was then reviewed and Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.

The minutes of July 19, 2017 were then reviewed and Commissioner Cartwright moved to accept the minutes as amended and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.

The Commissioners calendar was then reviewed.

Commissioner Graves mentions that a resident said that she doesn't get any news channels from the cable TV service in the nursing home. A short discussion about the cable service at the nursing home and assisted living was covered and it was decided that the Facility Director will be asked to look into the issue and determine if it is a problem with a particular TV set or other hardware malfunction.

Commissioner Weed then discussed the multiple issues around voter fraud and other issues that are being addressed locally.

At 12:18PM there being no further business to discuss, Commissioner Cartwright moved to adjourn the meeting. The motion to adjourn was then seconded by Commissioner Weed and upon vote the motion passed unanimously.

Respectfully Submitted,
C. Weed