

MINUTES
Cheshire County Commissioners Meeting
Wednesday July 13, 2016 09:30AM
County Hall Building
Commissioners Conference Room
12 Court Street
Keene, NH 03431

PRESENT: Commissioners, Stillman Rogers, Charles Weed, and Peter Graves

STAFF: County Administrator Coates, Finance Director Trombly, and Assistant County Administrator (ACA) Bouchard

At 9:35AM Chair Rogers opened the meeting and recognized County Administrator Coates for the purpose of receiving the weekly operational report.

Coates provided the Commissioners the following information concerning activities over the last week:

Coates said that the Maplewood Nursing Home Delegation sub-committee would be meeting on Monday July 18th for the purpose of receiving a final finance review and Jack Dugan from the Monadnock Economic Development Corporation (MEDC) will attend to discuss the use of tax credits to finance the options being discussed for Keene.

Coates went on to say that on Monday July 25th another meeting would be held to discuss the process to eliminate some options so that a decision can be recommended forward to the Executive Committee and the Executive Committee can then forward their recommendation to the full delegation for review at the August full delegation meeting.

Coates then stated that in talks with Southwest Community Services (SWCS) it was learned they may be interested in working with County to develop an Assisted Living Facility in the Keene area. More discussions will take place to determine the feasibility and advisability of this approach.

Coates said that he has forwarded a “Complete Streets” email to the City of Keene. Complete Streets are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities.

Coates then discussed the American Promising Job Driven Grant that is being prepared by the Grants Manager and discussed the scope and potential positive impact on economic well-being of the community and the boost it could bring to many local businesses particularly in the Healthcare and Advanced Manufacturing segments of the local economy.

Master Agenda Item #396: Assisted Living Facility – Semi-Annual Report – C. Neal
Neal was recognized for the purpose of reviewing her Semi-Annual Report to the Commissioners and presented the following information:

Assisted Living Facility – Semi-Annual Report to the Commissioners – July 13, 2016

Admissions and Discharges:

6 Admissions; 3 from Maplewood

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3 Discharges; 2 to Maplewood, 1 Death

Waiting list:

14 people Seeking Immediate Placement
34 On Waiting List

Census:

20 - Residents
15 - Medicaid
5 - Private pay

Staffing:

Staffing is stable, with per diem nursing openings and one 11-7 PCA position to fill. MNH supervisors cover for after hour orders. In Administrator's absence, unit managers have covered ALF. Currently working on team building activities along with HR.

State Survey: Deficiency free, waiting for State Life Safety survey.

CMS changes:

Implementing language into the Standard Disclosure form to satisfy the upcoming changes. No further information for the "heightened scrutiny" waiver.

Concerns/issues:

The future of Maplewood and Assisted Living. Staff and residents have been quite vocal in their wishes to stay in Westmoreland.

Activities:

Sent survey to the residents and they responded with events they would like to attend both in ALF and in the community.

Goals:

Ongoing staff education
Hire LPN/RN for per diem and on-call
Hire 32 hour 11-7 Personal Care Attendant (PCA)
Rewrite the Admission Agreement and Standard Disclosure.

The Commissioners discussed the report contents and asked a number of questions of Administrator Neal. She discussed the staffing issues she is facing and reviewed the survey that was conducted concerning the wishes of the residents for ALF activities.

The Commissioners thanked Neal for her good work and for her report.

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Master Agenda Item #397: Herdsman's House RFP Bid Results – R. Bouchard
Bouchard was then recognized for the purpose of providing the RFP bid results for the repair of the Herdsman House at the Farm in Westmoreland.

Bouchard said that four (4) contractors attended the on-site review and a fifth contractor asked for the RFP package which was provided. He said that three (3) bids were received and following review of the RFP responses, overall project prices, and completeness of the bid responses Bouchard was recommending that Williams Construction Group be awarded the contract for the work.

The Commissioner asked Bouchard numerous questions as to cost and expected outcomes for the project and Commissioner Graves questioned the value of investing more money into the house. An extended discussion of the reasons for fixing the house ensued and Commissioner Rogers said that he believed that repairing the house was a good investment for the County.

Following discussions, Commissioner Weed moved to award the bid for the repair of the Herdsman's House to Williams Construction Group of Keene, NH. Commissioner Graves seconded the motion and upon vote the motion passed 2-1 with Commissioners Weed and Rogers voting Yay and Commissioner Graves voting Nay.

Master Agenda Item #398: Commissioners Vote on Staff Maplewood Recommendations was then taken-up for review and discussion.

An in-depth review and conversation concerning a recommendation of options letter from the Commissioners to the Maplewood Delegation Sub-Committee began. The contents and recommendations were discussed and modifications to the draft were completed.

Upon conclusion of the final draft, Commissioner Weed moved to forward the completed document to the Maplewood Delegation Sub-Committee as the formal recommendation of the Commissioners for the Maplewood Nursing Home options. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Director Trombly was then recognized and presented the State MS-46 form (County Proposed Budget and Estimate of Revenue) for signatures of the Commissioners that will be sent to the State Department of Revenue Administration. The Commissioner reviewed the document and then each Commissioner signed the form.

At 10:40AM Pursuant to RSA 91-A (II) (a), (b) and (c) a Motion was made by Commissioner Weed for a non-public recess to discuss a Collective Bargaining Agreement and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

At 11:12AM the Commissioners voted unanimously to return to public session.

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The Weekly Census was then reviewed.

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

Commissioner Weed moved to accept the Minutes of June 29, 2016 as amended and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

At 11:45AM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion seconded by Commissioner Graves and upon vote the motion passed with unanimously.

Respectfully Submitted,

P. Graves, Clerk