

MINUTES
Cheshire County Commissioners Meeting
Wednesday December 16, 2015 09:30AM
Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

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

STAFF: County Administrator Coates, Finance Director Trombly, Maplewood Administrator Kindopp, Assisted Living Administrator Neal, IT Director Hummel, and Assistant County Administrator (ACA) Bouchard

GUESTS: Members of the public.

Chairman Rogers opened the meeting at 09:33AM with Commissioner Weed present and recognized Administrator Coates who provided the Weekly County Operations report.

Coates discussed the conversation he had with Attorney Matthew Upton for the purpose of obtaining his services a legal counsel for the upcoming negotiations with the organizing unit being formed in the Sheriff's office.

At 09:36AM Commissioner Graves joined the meeting. Coates answered a number of questions from the Commissioners about the use of Attorney Upton's services, his hourly rates, and other charges that the County might incur utilizing his services.

Following discussion Commissioner Weed moved to authorize the County Administrator to engage the legal services of Matthew Upton on an as needed basis for the purpose of advising on employee labor law during the anticipated negotiations with the bargaining unit being formed in the Sheriff's department. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Coates then reminded the Commissioners about the town pipeline meeting set for Friday the 18th at 12 Court Street.

Coates then discussed a grant that was awarded from the Mascoma Saving Bank to the Sheriff's department in the amount of \$6,288.00 for the acquisition of Automated External Defibrillators (AED's) to be carried in the Deputy Sheriff's cruisers.

A letter from the Sheriff outlining the Bailiff's per-diem increase from the State was then presented and discussed. This was a follow-up to the last week's presentation by the Sheriff.

Following review and discussion, Commissioner Weed moved to accept the proposed revised Bailiff pay plan as presented. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Coates then discussed a communication from the Superintendent Van Wickler which discusses three (3) alternative Correctional Officer (CO) certification options and outlines proposed policy changes both internal to the County and external to the State which would include an amendment to be made to the ruling State RSA's.

A meeting will be scheduled with County personnel and members of the New Hampshire

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Association of Counties (NHAC) representatives to review and discuss the current certification process and to suggest changes to improve the current procedures.

A conversation regarding cancelling the Commissioner meeting scheduled for next week (December 23rd) was discussed. Since there are no pending issues that have been scheduled for the date it was approved that the meeting be cancelled. ACA Bouchard will notify the staff and public of the cancellation.

Coates then said that he wished to commend Director Trombly and her staff for how smoothly the entire budget process has been so far and said that he has been very impressed with the all of the finance department staff that contributed to making his introduction to the County budget process as smooth as possible.

Coates went on to also recognize Maplewood Administrator Kindopp for the balancing act that she has been able to do as she has helped to bring the Assisted Living Administrator up to speed in her new position, handle the budget process, participate in the union negotiations, and deal with the daily needs of the nursing home. He also recognized Kindopp for her professionalism and ethical leadership and said that she is a pleasure to work with.

Master Agenda Item #324: Introduction of new Assisted Living Administrator (ALF) - Christina Neal was then taken-up. Administrator Kindopp introduced the new Assisted Living Administrator and a discussion of the pending Centers for Medicare & Medicaid Services (CMS) ruling that nursing homes and assisted living facilities will not be allowed to inhabit the same physical campus by January 1, 2019 began.

The number of Medicaid residents in ALF (currently 10) was reviewed and it the lack of other ALF's who accept Medicaid residents in their facilities was also discussed. The conversation then went to what information the Commissioners would like to receive from the new ALF Administrator during her semi-annual reports to the Commissioners.

The Commissioners said that they are interested in knowing about the occupancy/vacancy rates, what day trips/outings are being provided to the residents and the frequency of the trips, the movement between the ALF and the nursing home, a staff overview for the period, and the Director's observations and thoughts on how the facility is running, could be improved, as well as pending issues and any other problems that may need to be addressed. Neal said that she would be prepared with the data for his first presentation scheduled for March 30th.

Master Agenda Item #323: To review and approve purchase of computer equipment for Dispatch on a non-bid basis was then discussed. Director Hummel presented a request to purchase specialty configured computers to replace the current systems used by the staff in Sheriff's Dispatch. He said that the current machines are at end-of-life and that hot spare systems and testing systems were needed by IT. He said that using very exacting specifications and by using off lease hardware that comes with five (5) year warranties, He was able to keep the purchase

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price of the systems at approximately \$750.00 each vs. almost ten (10X) that amount if purchased new. Hummel said that because of the many software applications that are run on the Dispatch systems a heavy duty system is required.

Bouchard explained that the systems being specified were actually server grade equipment and that the useful life of the hardware will most likely exceed even the five (5) year warranty period.

Following discussion, Commissioner Graves moved to allow the IT Director to forgo the normal bid process for the acquisition of the computers for the dispatch department based on the need of the systems to be specially configured and due to limited availability of the required hardware at a price that meets the County's budget parameters. Commissioner Weed seconded the motion and upon vote the motion passed unanimously.

The Commissioners then asked about the status of the county farm lease and Bouchard said that he would be sending out a lease termination notice as agreed to with the lessee in the next few weeks with the lease termination date set for May 4, 2016. He also said that he will be drafting a new lease agreement and preparing to go out to RFP bid to re-lease the farm property sometime in the early spring.

Kindopp then discussed the recently completed LNA training program and the process of getting the graduates of the program their state licenses. She said that a few of the graduates were having financial difficulty paying the license fees and a way to help these employees was being explored.

Kindopp then said that a recent letter in the paper critical of her signing of the EGA contract for the study of alternatives for the Maplewood facility, greatly concerned her and she felt that the letters were inaccurate and call into question her integrity and ethics which she greatly resented. Commissioner Rogers said that he wished to go on record as having full and complete confidence in her work and that she signed the EGA contact at the direction of, and with the expressed consent, of the Commissioners. He said that Kindopp has the full support of the Commissioners as she was approved to sign the EGA contact at the direction of all three (3) Commissioners and that the Commissioners were very appreciative of her work, dedication, and positive results as Administrator of the County Nursing Home.

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.

The minutes of December 9, 2015 were then reviewed and Commissioner Weed moved to accept the minutes as presented. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

The Commissioners Calendar was then reviewed and no changes noted.

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At 11:13AM Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Rogers moved to go into recess to discuss the Collective Bargaining Agreement currently being negotiated at Maplewood.

Commissioner Weed seconded the motion and upon vote the motion passed unanimously.

At 12:24PM the Commissioners voted unanimously to return to public session.

At 12:25PM there being no further business to discuss, Commissioner Graves moved to adjourn the meeting. The motion seconded by Commissioner Weed and upon vote the motion passed unanimously.

Respectfully Submitted,

P. Graves, Clerk