

MINUTES  
Cheshire County Commissioners Meeting  
Wednesday January 02, 2019 09:30AM  
Count Hall Building  
Stillman Rogers Conference Room  
12 Court Street, Keene, NH 03431

**Present:** Commissioners, John (Jack) Wozmak and Robert (Bob) Englund, absent with notice Charles (Chuck) Weed

**Staff:** County Administrator Coates, Finance Director Trombly, HR Director May, County Treasurer Clark, and Assistant County Administrator Bouchard

**Guest(s):**

At 9:30AM **The meeting opened and Treasurer Terry Clark was recognized. Clark moved to nominate James M. Tetreault of Winchester to be the County deputy treasurer. Following a short discussion on procedure, a vote was taken and the motion passed unanimously.**

**A discussion of the of the structure of the Board of Commissioners for the new election term of 2019 - 2020 was discussed and it was decided that Commissioner Weed will be appointed Chairman, Commissioner Wozmak will be Vice-Chairman, and Commissioner Englund will be Clerk. Upon vote the motion passed unanimously.**

HR Director May was then recognized and a discussion of the medical staffing shortage began. Commissioner Wozmak asked a number of questions concerning the depth and breadth of the shortages. Wozmak suggested that this is an issue that must be brought forward to the state legislature and state certifying boards to resolve.

It was suggested that the bills pending in the state legislature to authorize automated criminal background checks used to clear medical personnel needs to be fully supported. The two relevant Legislative Service Requests (LSR's) are:

- 2019-0556 - HB Title: relative to criminal background checks performed by local law enforcement departments.
- 2019-0744 – HB Title: relative to criminal history background checks by employers and public agencies.

Commissioner Wozmak said that he believes that the medical personnel shortage is a state-wide emergency that must be dealt with immediately. He stated that the local discussion is important but the conversations need to be raised to a much higher level than the level at which it is currently being reviewed. The present cost, structure and utilization of the County's employee benefit plans were discussed and value of the plans as recruiting and retention tools was covered.

The discussion then turned to the steps that are being taken at the nursing home to increase retention and the work being done with the current managers and staff to improve the working environment was reviewed. Commissioner Englund related in his opinion the Licensed Nursing Assistant's (LNA's) have some of the hardest jobs in the nursing hierarchy and it is a very difficult job to do with a positive attitude each and every day.

Master Agenda Item #641: 2019 IRS Mileage Rate – S. Trombly was recognized and presented the 2019 IRS mileage rate that has been set at .058 cents a mile. Following review and a short discussion, **Commissioner Wozmak moved to reaffirm the current county policy that reimburses employees in conformance with the IRS rates. Upon vote the motion passed with two (2) Yea's.**

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Master Agenda Item #642: Separation Agreement – C. Coates then presented a suggested draft for employee separation agreements. He outlined the history of past practices for non-voluntary terminations and he said that the County’s insurance company (Primex) attorney created the draft that is being presented and that was then reviewed by the County’s labor law attorney. This draft will standardize all non-voluntary terminations across the county. The Commissioners will review and consideration will on the document will resume at next weeks meeting.

County Administrator Coates was then recognized for the Weekly Operations Report and reported out the following items:

- He reminded the Commissioners that the Chamber of Commerce Gala is next week on January 10<sup>th</sup> from 5:30 – 9:00 pm at Keene State College.
- Coates then informed the Commissioners that the Director of Behavioral Health will be out of the office until January 20<sup>th</sup> as part of his convalesce from recent surgery.
- Legislative calls with the DuPont Group are continuing this year on every Friday except the first Friday of the month when the New Hampshire Association of Counties (NHAC) meetings are held in Concord. Coates reviewed the purpose of the meetings and the opportunities to participate with other Counties through out the State on matters important to all County’s.
- Coates informed the Commissioners that the Second Chance building at the Department of Corrections campus is being leased to the New England Recovery and Wellness Center. A tour of the building will be arranged for Commissioners in the coming weeks.
- The Old Courthouse windows are being completed in the next few weeks and Keene City Council member Maggie Rice who was previously associated with development at Kuhn Hatten in Brattleboro, has been hired to facilitate the next round of fund raising to continue the rehabilitation of the Old Courthouse.
- The Fitzwilliam selectman have asked for a meeting to discuss the County tax increase issue for 2019. Former Commissioner Cartwright was scheduled to attend the meeting and is willing to continue that effort. If needed Commissioner Englund and the Administrator and Finance Director will also schedule a meeting with the select board as a follow-up.
- Coates reminded the Commissioners that the Maplewood reconstruction owners meeting for the nursing home is held each Thursday at the nursing and Commissioners may attend if they wish.
- The Federal Communication Commission’s (FCC) vendor cell phone coverage challenge is largely completed and it shows a very large number of discrepancies compared to the claimed coverage by the cellular vendors. More work needs to be done and the discrepancies need to be addressed by the FCC.
- Coates will be meeting the Cheshire Medical Center’s Shawn LaFrance concerning the implementation of The Doorway Program, Cheshire Medical Center’s new hub for addiction

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treatment services, on Marlboro Road (Route 101) in Keene. This program is part of the Integrated Delivery Networks (IDN) Hub and Spoke organizational model.

Trombly then reviewed the end-of-the month Maplewood Contribution and Activity accounts and explained what the accounts represent and the balances currently in each account.

Old Business: None

New Business: None

**At 11:36AM Commissioner Wozmak moved to enter a non-meeting to discuss a union matter. Commissioner Englund seconded the motion and upon vote the motion passed unanimously.**

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

The Weekly Census was then reviewed.

The Weekly Manifest was then reviewed, and **Commissioner Wozmak moved to accept the Manifest as presented and was seconded by Commissioner Englund, upon vote the motion passed unanimously.**

**The minutes of December 19, 2018 were then reviewed and Commissioner Wozmak moved to accept the minutes as amended and was seconded by Commissioner Englund. Upon vote the motion passed unanimously.**

The calendar was then reviewed.

**General Discussion:** None

**At 12:27PM there being no further business to discuss, Commissioner Wozmak moved to adjourn the meeting. The motion to adjourn was seconded by Commissioner Englund and upon vote the motion passed unanimously.**

Respectfully Submitted,

R. Englund  
Clerk, Board of Commissioners