

MINUTES
Cheshire County Commissioners Meeting
Wednesday, January 8, 2020
Department of Correction
825 Marlboro Road
Keene, NH 03431

Present: Commissioners: Charles Weed, Robert Englund and Jack Wozmak

Staff: County Administrator Coates, Director of Finance Trombly, Superintendent Van Wickler, County Attorney McLaughlin and Assistant County Administrator Bouchard.

Guests: Keene City Counsellor Randy Filiault

At 8:34AM Commissioner Weed opened the meeting and took-up Master Agenda Item #737: Maplewood Dryer Purchase and Installation. – B. Harrison.

Harrison presented the following information and a discussion began concerning the configuration of the laundry room at Maplewood.

| PROJECT | COMPANY | COMPANY | COMPANY | COMPANY | COMPANY | COMPANY |
|--------------------------------|--------------------------------|------------------------|------------------------|-------------------|-------------------|-------------------|
| Replace 5 Dryers | Daniels Equipment | Yankee Equipment | ELS Equipment | | | |
| BUDGET \$ | BID AMOUNT | BID AMOUNT | BID AMOUNT | BID AMOUNT | BID AMOUNT | BID AMOUNT |
| \$55,850 | \$39,996 | Sent - did not respond | Sent - did not respond | | | |
| Walk Through | Yes | | | | | |
| Start / Del. Date | Meets the needs of the project | | | | | |
| Warranty | 36 months | | | | | |
| Bid form complete? | Yes | | | | | |
| Duplicate Form? | Yes | | | | | |
| List of projects / Ref? | Yes | | | | | |
| Detailed scope of work | Yes | | | | | |
| Specifications met? | Yes | | | | | |
| Within budget? | Yes | | | | | |

Following questions and discussion, Commissioner Wozmak moved to authorize the purchase of five (5) dryers from Daniels Equipment of 45 Priscilla Lane, Auburn, NH, for a total of \$39,996.00 for installation of the dryers at Maplewood Nursing home.

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

A discussion of staffing in the Maplewood housekeeping department began and some part-time shifts were discussed to help the laundry department maintain staffing. Ways to supplement staffing with volunteers and other creative options were discussed.

McLaughlin was then recognized and presented an issue of the hours allocated to clerical personnel in the County Attorney's Office. He said that when one of the former staff members retired he was under the impression that the position was a full-time 40 hours a week position. It was discovered that all clerical positions in the department are set at 35 hours per week.

McLaughlin said that he is scheduled to present to the Delegation Executive Committee and will ask that the position that is being filled for retirement be increased 35 to 40 hours. The

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Commissioners discussed the issue and agreed to support McLaughlin's efforts to increase the hours.

Master Agenda Item: #738: Monadnock Family Services - Acute Care Clinic. Commissioner Wozmak presented a request for the Commissioners to meet with MFS staff and to understand how the new Acute Care Clinic will operate and function. He explained the importance of having the clinic available to all residents in the county and discussed how the clinic functions.

Following discussion it was agreed that the Commissioner's would schedule a time to visit the clinic in the coming weeks.

Wozmak then brought-up the cybersecurity environment and the large number of attacks that are prevalent especially immediately following national and international events. He said that the number of attempted breeches has soared over the past few and would like to better understand how the county IT department is recording and analyzing the volume and sources of the attempted intrusions by receiving reports from IT on a regular basis. Bouchard then confirmed that the amount of attempted network intrusions was indeed growing very quickly and showed the Commissioners a real-time traffic analysis of the traffic on the County's website.

A follow-up with IT to establish a periodic reporting schedule will take place this week.

Administrator Coates was then recognized for the Weekly Operations Report.

Coates discussed the genesis of the Handyman program with Service Link, Southwest Community Services, and Cheshire Medical Center being the main partners in the program. He said that thus far 13 referrals have been received and 6 have been accepted for projects. He stated that a project that was just completed in Hinsdale for a ramp that was installed in at home was \$6,493.00. He said that because the cost of the ramp is over the \$5,000.00 the expenditure needs to be reviewed by the Commissioners under the current operating rules.

An extended discussion concerning the program and need for the Commissioners to approve projects began and it was decided that the County Administrator could review and approve the projects and then provide a follow-up recap report to the Commissioners on an as needed basis.

Funding for the Region 1 Integrated Delivery Network (IDN) was discussed and it now appears that each county will contribute about \$1.2 million per County for a total of \$8.5 to \$9.5M depending on the final agreed upon contribution level.

Coates then said that at the Grafton and Sullivan county meeting that was held last week electrical aggregation and IDN's were discussed at some length. An outcome of the meeting was the agreement that combining the Counties in coordination for IDN services appears to very complex and it may be difficult to implement in both Grafton and Sullivan counties.

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A discussion of Community Power Aggregation and the structure of what a Community Choice Aggregation (CCA) plan would look like was covered and meeting will be held later in the month to explore the idea of implementing a multiple county plan.

He then discussed that the outreach to other Counties to understand how they fund outside agencies as compared with Cheshire County. He said that of the couple of counties that responded, their funding closely mirrors that of Cheshire County.

Coates then spoke to the follow-up work on the issue of Human Trafficking that has been progressing steadily forward and said that a presentation time in April is being considered should be scheduled shortly.

Coates mentioned that the office renovation in Monadnock Center for Violence Prevention (MCVP) space is still being planned and DEW Construction has stepped-up with a major contribution to complete the project. The overall project is projected to slightly exceed \$30,000.00 with the County paying approximately \$10,000 and DEW contributing the remainder.

Coates said that he will be in Washington DC on March 3rd to 6th for the national Drug Conference being put on by the Health Resources and Services Administration (HRSA) He also said that the System of Care Project Director, Denis Calcutt will be presenting at the conference based on the program that is running in Cheshire County.

Coates reminded the Commissioners that a separate Commissioners meeting will be held tomorrow at 11:00am for the bond sale to finance the acquisition of the 33 Winter Street building that will be leased to the State Court system.

Coates discussed the System of Care (SOC) program and other county programs that will be moving to a self-sustainable model and discussed that the Restorative Justice program could be funded in the future from new revenue streams generated from Medicaid billing.

Coates then said that he and Commissioner Wozmak met with the Keene City Manager to discuss countywide ambulance services. A review of the volunteer support for Emergency Medical Technicians (EMT's) and Firefighters by employers in the County was covered and a letter asking for the business community to support the volunteers for release time during work hours was reviewed.

Van Wickler was then recognized and said that the canteen vendor is being changed from Swanson/Keefe to Oasis. A letter has been sent regarding the lack of correct billing, problems with product, and rodent waste that has been detected in the shipments sent by Swanson/Keefe in the last few months. He outlined the change of services available from Oasis that will be taking over the account and its relationship with Securus who supplies the phone services to the facility. He said that a new service offered by Oasis and Securus now includes the use of special tablets by inmates. These tablets enable inmates to order their canteen directly as well as watch movies, play games, and other support services at no cost to the county.

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He also said that the telephone services provided by the private services that are being overseen by the FCC coupled with local legislation that is pending may prevent Counties from receiving any revenue sharing from phone companies in the future.

The Consent Agenda Items which include the Weekly Manifests and the minutes of December 18, 2019 were then taken-up. Commissioner Weed moved to accept the Consent Agenda and was seconded by Commissioner Englund. Upon vote the motion passed unanimously.

At 12:03PM Commissioner Wozmak moved to enter non-public session to discuss a matter relating to RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. Commissioner Englund seconded the motion and upon vote the motion passed unanimously.

As a result of deliberations in non-public session, no decisions were made and no vote was taken.

At 12:26PM The Commissioners voted unanimously to return to public session.

Old Business: None

New Business: None

The Commissioners then reviewed the manifests and minutes for the week.

The calendar was then reviewed.

At 12:41PM there being no further public business to discuss, Commissioner Weed moved to adjourn the meeting and was seconded by Commissioner Englund, and upon vote the motion passed unanimously.

Minutes recorded by:
R. Bouchard, Assistant County Administrator

Reviewed and submitted by:
R. Englund, Clerk