

**Carroll County Commissioners Meeting
Minutes
March 4, 2009**

Commissioners Present: Commissioner Sorensen, Commissioner Albee, Commissioner Solomon

Public Present: Maureen Spencer, David Babson, Ashley Rigazzo, Joe Kowalski, Lori Lenart, Kevin Houle

Open for public input @ 8:15am

1. David Babson had questions regarding the web site, delegation cancellation announcements, BP&S logo on quote, Communications Costs and issues? Upset by Tom Costello's testimony last week.
2. Commissioners answered: Cannot change website instantaneously, delegation make their own decisions on cancellations. Tom Costello will be discussed by Robin Reade.

General Session

Commissioner Albee made motion to approve minutes of February 25, 2009. Seconded by Commissioner Solomon, all in favor. So voted

Commissioner Solomon made motion to approve sealing of non-public minutes from February 25, 2009 pursuant to RSA91A:3 for personnel. Seconded by Commissioner Sorensen, all in favor. So voted

1. Commissioner Sorensen approved an agency RN for 3 days due to vacation and medical leave shortage at MVNH. Will check to see if RN can be borrowed from jail to cover shortages instead of using agency.
2. Commissioner Solomon attended second graduation from academy program. 2 Graduates. (explanation of academy graduation) Nursing home administrator will hold meeting with residents to see what they would like in the new home. Honest answers
3. Commissioner Albee attended certification meeting for corrections officers. Dept of Edu & some SAU's concerning IEP issue. Disabilities education law changed 1/1/09. How to handle prisoners with IEP. All officers are fully certified. Susan Palmer Terry will submit letter to CON board this morning. Copy to review will be available. Received info about conference on bio-mass heating systems.
4. Commissioner Sorensen: Merrimac on the 19th, also CON board and tour of EGA built building. Delegation not meeting on the 9th due to town meeting. 30th last day for budget. Building committee March 16th @ 1pm.
Contract with BP&S, lot of info, not ready to sign yet until negotiate points in executive session. Issues regarding land, borders, etc.
Also have letter of agreement from architect.
5. Commissioner Albee: Need to negotiate contracts before signing. Pass contracts through Primex-liability coverage. Send both contracts to Primex.
Selectmen from Conway sent letter to delegation saying County budget should not exceed 2%. We had no control of levy and increase of insurance. Look at budget again for any further reductions. Delegation puts surplus into reducing taxes and now we have to try to make it up. Put no money in to capital reserve.

6. Commissioner Solomon: Percentages give false notion to public. Should talk about cost per town on taxes. Max of .14 per thousand, low of .12. Actually less than 2%. Dollars and cents.
7. Commissioner Sorensen: Look at wages, cannot reduce staff.
Materials needed for CON within the next week: Alternatives considered/reasons rejected, 3 years audited financial statements, proposed charges, reimbursement from Medicare and Medicaid and private pay, Average salaries, Performance covering construction and three years after completion. Check with Admin of nursing home on her 19 items. BP&S has 7 items to submit.
Annual Report is going to publisher.
8. Commissioner Albee: Need discussion about structure of annual report, make it more informative.

Robin Reade, Human Resources

1. Explanation of Web page process, under \$5k not out for bid. Received proposals due to article in paper. Received Costello's in mid June, others in May. Notified proposers by email that person had been hired. We do not have IT department, not primary job function. No access from home at this time. One person should have access at all times, will look into it. Discuss with David Wells. Policy.
2. Commissioner Albee: Stephanie in HR, expanding her roll. Would like time allocation w/web site. Structure her schedule. Get general outline of her day.
3. Public comments on website: not consistent, not finding important news on site, site is for people to get info.
4. Robin Reade: Minutes have been archived since Feb 09.
5. Commissioner Sorensen: Do the best we can without hiring web person.
6. Commissioner Albee: Call dispatch for cancellations and delays.

Allen Seguin, Farm

1. Snow removal and jail and MVNH, processing wood
2. Commissioner Sorensen: \$15k in budget for wood/revenue \$15k. Harvesting this year? 100+cords?
3. Allen: 70-80, maybe 100. Have 20-30 cut now have received four loads @ 12 cords per load so far. Local vendors range from a low of \$185 per cord. Hard to set price now for fall.
Discussion of log length=cord, +/- when split, cords and processed wood, Pricing of wood. (set price by September) Discussion of gas and diesel budget figures.
4. Commissioner Sorensen: What is the situation with inmate availability? Are classes interfering so inmates can't work all the time? Efficiency is not there; need to straighten out classes w/jail.
Check w/Wayne1 on blueberries. Patriot is sold out. Expand planting of blueberries for more income, use inmate labor. April 22nd Farm meeting to discuss increase in revenue.

Dennis Robinson, HOC

57 in house, 1 elec. monitor, 1 weekender, 4 transfers, 15 pre-trial releases for total of 78. Admitted 19, 13 repeaters. (1 DWI, 5 SA, 1 DRO, 3 VOP, 4 warrants, 1 BOB). 10 being used by farm. 1 inmate sent to prison, 2 Feds in for robbery, sent to Strafford County. Need contract to hold Federal prisoners. Lots of compliance/federal guidelines to be contracted for feds.

1. Commissioner Albee: Revenue +/- Put together report, what is needed, possible revenue generated. Why would or wouldn't we do it?
2. Commissioner Sorensen: Had request from Rep Algren on how much it costs per day per inmate. Capital cost remains the same no matter the prisoner count. Can RN's from jail go to MVNH? Negotiate \$\$ to fill positions.
3. Commissioner Albee: Classes are interfering w/farm workers, schedule issue. Adjust for efficiency.
4. Dennis: Snow needs to be removed from around building. Security issue. Have full staff right now
5. Discussion of budget issues. Electronic monitoring up to \$35k, inmates pay a fee to be on monitor, get rates of other counties. Cost and revenue income.

Wind discussion between public and commissioners. Looking for contract for wind survey. 14mph minimum for power generation. Too much wind, grid needs to be set up to take input.

Sandi McKenzie, MVNH

Census is at 94, 2 recent deaths, 10 skilled residents, new modalities and treatment, meeting planned with Colonial Nursing Home (Sunbridge of Rochester)

New building discussion, staff meeting planned March 5th/March 11th at 7am and 2pm.

Resident and Family meeting every Thursday in March @ 10am. (put on web page)

Talking with Karen Juvonen today about strategy.

Compiling documentation for CON, need letters of support from residents, staff, families, and Community.

Discussed plowing of 171 and County Farm Rd with town and state. Road was not passable during storm for emergency vehicles. Needs to be a priority road.

Laundry-looking ahead at in-house or vendor. Pulling data to evaluate will have numbers in a few weeks. Care tracker in dining room is almost done.

1. Commissioner Sorensen: What is legality of having RN on call or on campus?
2. Sandi: Must be RN or LPN in building. Falling short due to illness, vacation, etc. Exploring operations, stimulation for residents in dayrooms, homelike environment. Better communication, dissemination of information. List done for CON except for letters of support from Community (selectmen, hospitals, health care providers, etc.) Will have list of people to contact for next week.

Robin Reade, Human Resources

1. Interviews for administrator (panel) First possible March 25th @ 1pm. 2 other dates pending. Possibly Wed and Fri in April

Any further public questions before entering non-public session?

1. Lori Lenart: Farmers market-Main St. Project in Ctr. Ossipee village. Sell veggies on Fridays.
2. David Babson: Care tracker question. Extra trackers taken out of budget. Trackers are being used.
3. Nate Giarnese: Budget cut mattresses?
4. Sandi McKenzie: Quality of mattresses is very good. Not jeopardizing comfort or care of patient.
5. Nate Giarnese: Snow days by delegation; suggest calling WMUR or radio to announce cancellations or delays.
6. Maureen Spencer: Ad budget is \$16k and we used \$8546.44. Can surplus of \$8k be used for website? It is advertising.
(Advertising is budget distribution discussion, HR is responsible for advertising)
Letters of support from community for April? (need by end of March) I will have suggestions next week.

Commissioner Solomon moved to go into non-public session pursuant to 91A; 3 for personnel. Commissioner Albee seconded, all in favor. So voted

Into non-public session at 10:30am