

Carroll County Commissioners Meeting

Minutes

February 23, 2011

Commissioners Present: David Sorensen, Dorothy Solomon, Asha Kenney

Public: Daymond Steer, Maureen Spencer, Ed Comeau

Meeting called to order at 8:17 am by Commissioner Sorensen

Public Input - None

Reports

1. Com. Solomon: Attended building committee meeting yesterday. They were very thorough. Discussed phone system, copper vs. fiberoptic. They talked about how many phones would be needed. They are going to send out an RFP for capacity and growth of the system. Sandy was going to call FairPoint to request service for the new building. We also talked about signage for the inside of the building, wanting something less institutional and how many pieces of signage they would need. Discussed rental for storage of materials for maintenance. BPS feels that they can supply us with reasonable storage. Chris said he would get the number of units needed. In the evening, I went to an open house for the White Mountain Community Health Center which is kind of affiliated with Memorial Hospital. They offer health care to people who are unable to afford health care at other places. They also offer dental care. This is their 10th year in operation.

2. Com. Kenney: Attended subcommittee meeting for the Sheriff's dept. It was very brief, last Friday. Included the Sheriff, Capt. Meyers, Rep. McConkey and Rep. Umberger, Rep. McCarthy and Rep. Schmidt. We talked about the job description of Capt. Meyers. They brought in a job description from 2008 which did not include the IT information. They will come back with an updated job description. They also talked about job detail. They wanted to put \$1.00 in the line item, but the Sheriff said he would need to lay off some people then. This is to be discussed further. The court bailiff's line and salary line was also discussed. They want to have a resolution that they can only spend the money for the court bailiff or the salary line. They took \$154,000 and spent it on other lines. We told him he cannot do that anymore.

3. Com. Sorensen: We have four people that are interested in the landscape design. RFP will be sent out next week. I put together a list of the people on the old building committee, 3 commissioners, 1 Extension educator, 1 Extension council member, 1 Extension maintenance

supervisor, Rep. McConkey, Rep. Patten, Rep. Merrow, Rep. Pettengill, Rep. McCarthy and Rep. Babson, and a representative from the House of Corrections. If we are going to use the kitchen facilities for any culinary program, then we will have a representative from there, somebody from the laundry dept. and Kathy Garry from the finance office. I have a bid from Eastern Propane for a meter for the new nursing home. They gave a total price of \$9,575.00. I think we will look and see if we can find someone else as this is a very high price.

Minutes

MOTION: Commissioner Solomon moves to approve the Minutes of 2/16/11. Commissioner Kenney seconds this motion. So voted.

Jason Johnson – HOC

1. Current population is 55 in house, 0 weekenders, 8 transfers, 5 electronic monitor and 11 on pre-trial release for a total in population of 79.

2. Total number of admitted inmates for the week was 4 (3 repeaters) for a total number of released inmates for the week was 17. Repeater Charges: 1 in for Capias (booked 4 times in 4 years), 1 in for protective custody (booked 10 times in 19 years), 1 in for 2 warrants (booked 15 times in 10 years).

3. Farm has been taking out an average of 3 inmates per day. They have 13 available.

4. Needed to send out an inmate to the hospital yesterday for a medical emergency. The inmate was treated and returned to the facility. Sgt. Phillips and Sgt. Eaton did the transport. The nurse on duty said that the inmate needed to go out.

5. Com. Solomon: Regarding Prime Care, I am not sure that I am clear as to how they run their program for the HOC. What happens with the nurses that are presently employed?

6. Supt. Johnson: Prime Care would interview them and look to hire them and take them over as their employees. They would be responsible for the nurse coverage and hiring. They are going to follow up with us by next week.

7. Com. Sorensen: Have you heard anything about the jail wall repair?

8. Supt. Johnson: I received a letter from Ed Bergeron. He sent a response back to SMRT and I haven't heard back from SMRT as of yet.

9. Maureen: Comments that she has two bags of books to be donated to the jail library.

Sandi McKenzie – Nursing Home

1. Census is at 103, 4 Medicare residents, 30 private pay residents, 69 Medicaid residents, 2 are out on medical leave of absence.

2. New Nursing Home - Chris Cass will be meeting with the residents today with an update.

3. Merrimack County Nursing Home Meeting - Scheduled for March 3rd at 10:00 a.m. at MCNH. Plan to meet with Recreation Therapy focusing on how they moved 100 residents a day. Will discuss what worked well and what didn't.

4. Vendor Update - Signage meeting last week. Informational to assist us in thinking about what we are exactly looking for when we send out our RFP. What rooms/areas need to be labeled. I have sent a letter to Life Safety in Concord for further direction.

Communication meeting was held last week. Again establishing thoughts for our RFP. System should be considered a hybrid supporting copper lines and VOIP.

Meeting today to develop thoughts on how to designate the neighborhoods in our new community. Currently, we have "A, B, C and D Wing". I hope to present thoughts to Commission next week.

Lang Door and Hardware, Inc - We received the revised Master Key Schedule. We plan on reviewing the schedule today for closure. We have another meeting today at noon with the DOC, superintendent of facilities, Rob Horace and myself, and Paula of our business office to make sure those who need access have access.

Regarding the pellet boiler, we are waiting to hear from the fire marshal's office regarding third party review.

5. I wasn't here at last week's discussion regarding the subtitle of the nursing home. I know there was discussion regarding our rehab services. Our intent was not to create a rehab hospital of Mtn. View Nursing Home, it was to allow the public to understand the services we offer, which I don't think everyone is aware.

Com. Kenney reports that to use rehab in the name of the nursing home, you need to go through the Certificate of Needs Board and I don't think the nursing home has a license for that.

6. I did hear from Russ Norton over the last couple of days and he was asking about the landscape meeting was going to be held. I told him that I would make sure that he was notified.

7. I have created a preliminary list of furniture to be moved. That is pretty well set and we are on track.

Other Business

MOTION: Commissioner Kenney moves to go with Executive Furnishings for \$118,549.00. Commissioner Solomon seconds this motion. So voted.

Kathy Garry - Business Office

1. Kathy: I sent Rep. Patten an email to ask about the agenda for Monday. She responded that they will start at the beginning of the expenditures and continue on. I sent her another email to ask if she wanted all the departments here.

2. Com. Sorensen: All the department heads should be here.

3. Kathy: Donna Lane, CDDG consultant, asked that Com. Sorensen sign the Professional Services Agreement. She is the grant administrator for the capacity building grant. I will turn that over to Attorney Dewhurst to sign after Com. Sorensen signs.

Robin Reade - Human Resources

1. Robin: Update about the insurance - I received information back from Local Government Center. Local Government and Allen Assoc. both use Anthem. We can't get a quote from Allen Assoc. because Anthem will only deal through Local Government. I am down to one from Local Government and Primex. I am also going to talk to Teamsters. We are still gathering data.

Public Input

1. Maureen: Questions the timeliness of non-public minutes being available to the public.

2. Com. Sorensen comments that it depends on what has happened during the non-public session. When things are finalized and has gone through the attorney, then it can be open to the public.

Primex

1. Nick Menolous, Education training site of Primex and Tammy Denver, Claims director are present. Nick presents an informational session regarding Primex and three specific areas of what Primex has to offer. We have a partnership with the county. We want to reintroduce to you the Loss Mitigation agreement and an update on claims. Primex is a public entity risk management pool. We have no shareholders or stockholders. We have about 400 members that actually own Primex. We are structured as non-profit and we exist for the

membership. What differentiates us from other insurance companies is the services that we provide. There are three particular areas that we would like you to know about. First, one of the sources of support that we have with the county is working closely with you when claims come up. We have been active with the county and with Robin's office to try to get a handle on problematic issues before they really "hit the fan". We like to try to help control your losses. Secondly, we have training that we do. A year ago, we worked with every single employee around the issue of harassment. We exported to you something called the Supervisor's Academy which is about a 15 year old program that we have that was developed to help serve the needs of supervisors. Regarding the Loss Mitigation Agreement, back in 11/10, we forwarded to Kathy an outline of the Loss Mitigation Agreement. This is essentially making available to certain members the ability to see a reduction in their property and liability contribution of \$10,000 a year if they agree to a five point plan. We want to make sure that you understand this. You expire with us on July 1, 2011. Under the conditions of the Loss Mitigation Agreement, you would see a \$10,000 reduction in your contribution if the county meets the following five criteria; 1) Achieve prime status (additional 2.5% discount), 2) Sign a 3 year multiyear agreement with us (an additional 5% discount), 3) Notify us of all employee issues or concerns before taking employment action so that we can give you some outside advise from outside legal and claims perspective, 4) We would like you to make us aware prior to termination of an employee, so we can help manage that termination, 5) Meet with us on a quarterly basis regarding the county's performance in the pool. Your worker's compensation with us expires at the end of this year. You can do a single year with us or multi-year with us.

2. Tammy: Your overall claims experience has not been bad. We want to keep it so that it gets better. Employment issues is a large issue across the membership. Documentation is very important in these cases. Documentation training can be offered to all departments. All of our training is at no cost to the county.

MOTION: Commissioner Solomon makes a motion to adjourn. Commissioner Sorensen seconds this motion Commissioners Solomon, Sorensen and Kenney agree. So voted.

Meeting adjourned at 10:30 a.m.

April Carpenter, Recording Secretary