

“DRAFT”

Carroll County Delegation Meeting

Minutes

February 7, 2011

Delegation Members Present: Betsey Patten, Chris Ahlgren, Norman Tregenza, Laurie Pettengill, Frank McCarthy, Joseph Fleck, David Knox, Mark McConkey, David Babson, Dino Scala, Steve Schmidt, Harry Mellow, Karen Umberger

Others Present: Commissioner Sorensen, Commissioner Kenney, Commissioner Solomon, Maureen Spencer, Henry Spencer, Daymond Steer, Will DeWitte, Ed Comeau, Robin Reade, Melissa Ferland, Stephanie Milbury, Susan Wiley, Paula Coates, Sandi McKenzie, Kathy Garry, Jason Johnson

Meeting called to order at 9:00 a.m. by Rep. Betsey Patten, Pledge of Allegiance.

1. Rep. Patten: Today is the beginning of the budget presentations. To begin, we talked about having another meeting in February. The dates available are 2/21 or 2/28. By a show of hands, it is decided that it will be on 2/28/11.

Public Input

1. Henry Spencer: Have attended many subcommittee meetings. It was brought up whether or not to have minutes taken for these meetings. It was decided that there at least should be an attendance record. It was also suggested that quarterly meetings be held.

2. Rep. Babson: I have already set up quarterly meetings on the last Monday of each quarter.

3. Rep. Patten: Question addressed to Kathy Garry as to when the numbers would be available for review.

4. Kathy Garry: Expenditures would be available, but revenue would not be available until the third Friday of the following month.

5. Rep. Patten: April and July and October quarterly meetings suggested on the third Friday of that month. Mileage for subcommittee meetings will have to be discussed and voted on. Attendance/mileage sheets need to be signed by representatives present so that mileage can be paid out.

Presentation from Jon Rich from Cybertron

1. Jon Rich, President and Co-founder of Cybertron. Based in Belmont, NH. Service oriented business. Specialize in small to midsize networks. Offer user training, PC maintenance, server level installation maintenance and repair. Offer services 24/7. We are a hands-on company. We offer support by phone calls, remotely going into the system or coming to the site. Carroll County has increased the use of technology in recent years/months. We have installed a new MDS program to the Nursing Home mandated by Medicare/Medicaid. We have implemented the new Kronos time keeping system. In the short time we have been here, county-wide, we have made sure that the county is getting the best deal, but providing the service that they need. We have consulted on the nursing home system. During the last 4-5 months, we have identified sever insufficiencies. We have found that every server in this building, with the exception of the Sheriff's Department, as well as the nursing home had insufficient RAM. This directly effects productivity. The primary server in this building which holds the whole email system for this complex had a resource allocation issue and this caused email to be unreliable, but also caused the antivirus system in the whole building to be unstable and unreliable which puts all the PC at risk. We have reconfigured the server and this is now stable. The data on these servers was not being backed up properly and this has now been fixed. We have gone to every PC and have removed thousands of infections. Over 70% of the software on the systems are outdated and we have made a plan to replace those. The service/time we offer is not limited.
2. Rep. McCarthy: It was mentioned that you do not service the Sheriff's Department. If this department was added, how much money would be added onto the contract.
3. Jon Rich: We came up with an estimate of about \$65,000. This was based on what was reported to us. Captain Meyers has contacted us to start learning their system as back up.

Budget Presentations:

Jail/House of Corrections: Rep. Babson asks that Supt. Jason Johnson to present the budget. We have spent a great deal of time going over this budget. Supt. Johnson presents the budget and asks that the Delegation ask questions as needed. Rep. Babson asks that Jason start with the request for five new hires and why it is now down to three. Supt. Johnson reports that there was an operations audit done last year. The auditor did recognize that staffing level was questionable. I initially put in for five new hires and is now down to three. One is actually a replacement person as one retired, so the request is for two new hires for correctional officers. With this increase in staffing, it will provide the jail to run more efficiently and overtime to decrease significantly. Rep. Umberger addresses the increase in administrative salaries and decrease in regular

salaries. Supt. Johnson explains that there was some management reconstruction. Rep. Patten addresses the nursing salary line. In 2007, the jail had no nursing. We were borrowing nurses from the nursing home and this was causing a stressful situation for them. Part-time nursing at that time was discussed. Asks how many full-time and part-time nurses are on staff. Supt. Johnson stated that they have 3 full-time nurses and 1 part-time nurse. We started with the nurses in 2003 and then we increased to 2 full-time in 2005. We increased one more this past year. The reason I am asking for the fourth is because the staff that we have now is working a lot of overtime, \$15,000 just last year. Rep. McCarthy brings up the possibility of hiring LPNs instead of RNs. This is an opportunity to save a significant amount of money. The role of LPN vs. RN was discussed. Sandi McKenzie reports that only RNs can do assessments. LPNs cannot work independently; they need to be supervised by an RN. Supt. Johnson states that another thing that needs to be looked at is the use of force policies. When we use force on an inmate, they have to be cleared by medical staff. This is a standard policy by the ACA. Rep. McCarthy asks that Capt. Johnson report next week on how many inmates come in from 12:00 a.m. to 7:00 a.m. Rep. Umberger questions the photocopier expense, shows it more than doubling. Supt. Johnson states that we need to purchase new photocopiers to be set up as our primary printers, scanners and fax machines. Rep. Umberger suggests that this be put under the new equipment line.

Registry of Deeds: Rep. Mellow states that he has met with the Registry of Deeds, expenses discussed and revenue. Revenue is down, but that is due to the economy. There are no cuts. Ann Aiton passes out her budget spreadsheet with account breakdowns to all Representatives for their review.

Sheriff's Department: Rep. Umberger reports that they have had two subcommittee meetings. Other than some questions that Rep. McCarthy has on Administrative Salaries, we are in pretty good shape. Administrative salaries cover one secretary, the Captain and Lieutenant. As I understand it, once this budget is passed, the Capt goes from wages plus overtime to simply salary and that will be effective when the budget passes. In the past, he has been on overtime, but the Sheriff decided this year that once the budget passed, he would go to a salaried employee. As a result of changing salary plus overtime, his income level went up. Sheriff Conley reports it will go up to \$80,000. Rep. Umberger discusses that on the Court Bailiffs on line 011, the courts had been paying \$65.00 a day and last year we had agreed that the County would pick up \$85.00 a day to match what bailiffs at district court were receiving. This particular line item is going to be reduced by \$6,900 because of the increase from the State reimbursement. Rep. Patten asks how many court days there will be. Sheriff Conley states there will be 511 court days scheduled, but that may change. Rep. Umberger refers to page 9, line 072, the vehicles that are looking to be purchased, also on line 089, we have agreed to drop the camera dark room expense by \$1,500. Those are the basic changes. We did look at the union contract to make sure that the costs that are in here are the costs that the union

contract requires. There were some changes in the old budget that have been corrected on the blue pages. Rep. Scala asks if the Capt receives health insurance. Rep. Umberger states that the Capt is eligible for insurance, but has chosen not to take it.

Dispatch: Rep. Umberger reports that under 069, radio communications expense, we reduced that by \$6,000 because it in fact was new equipment, so it was moved over to line 097. There were no other issues within the dispatch center budget.

Other Business

1. Rep. Patten: Rep. Babson has put in a Bill looking to say that Carroll County would elect their County Commissioners per district instead of county wide.

2. Rep. Umberger: A major concern with this Bill is that our County Commissioners today represent the entire county because they are elected by the county. They don't represent a specific district. I feel that that provides a different perspective than if they were elected by individual districts. Each of the Commissioners have to go before all the voters and I feel that's the right way to go.

3. Rep. Babson: I feel that the county is so large that the commissioners running in Conway may not be known by voters in Wolfeboro and vice versa. I would want my commissioner to be more responsive to my district than the whole county.

4. Rep. Tregenza: Thanks Rep Babson for the work on this Bill. I have thought about it a lot and I actually prefer to the system we have now because with Conway and Wolfeboro, for example, being the two largest towns in the county, it gives a disadvantage for people from other towns to become a county commissioner.

MOTION: Rep. Fleck moves that we go into Convention. Motion seconded by Rep. Ahlgren. Motion carries.

Convention

MOTION: Rep. Umberger moves that to approve the minutes of December 13, 2010. Motion seconded by Rep. Fleck. Motion carries.

Mileage for subcommittee meetings: If money runs out, there will be no mileage pay for Delegation.

MOTION: Rep. McConkey moves to received mileage pay for subcommittee

meetings. Motion seconded by Rep. Fleck. Two against. Motion carries.

MOTION: Rep. Fleck moves to go out of Convention. Motion is seconded by Rep. Ahlgren. Motion carries.

Public Input

1. Susan Wiley: Makes a suggestion for the Carroll County website to be updated and be more user friendly. This website is being used to post subcommittee meetings. Also, if we are going to rely heavily on subcommittee meetings that people attend the subcommittee meetings. More representatives need to attend these meetings.

2. Maureen: I had emailed some representatives regarding LSR Bills and how much it costs to implement them. I did get a couple of responses and I am shocked at some of the prices. The cost is a real concern.

3. Rep. Fleck: I did sent an email. It is difficult to get a handle on it. There is a range of requirements when an LSR is developed. Some are rather complicated regarding policy issues, etc. Even a simple Bill is farmed out to other agencies and this is where costs come from. I have heard figures that would range up to around \$800.00.

3. Rep. Umberger: I did call and talk to the clerk about the cost of the whole process and she said that years ago when legislative services used to be part time positions, you would know how much was being spent. Since then went to full time employment, it becomes very difficult to know how much of their salary is being allocated to LSRs. She also indicated that the number of sponsors has an effect on the cost.

4. Rep. McConkey: When I received your email, I figured it would be best answered by Reps Scala and Fleck being your representatives.

5. Rep. Fleck: I think Mrs. Spencer's concern is a legitimate one. One other thing that does impinge upon more recent costs, there was a time not too far back when literally all changes to the Bills were developed to a cut and paste process and those were then photocopied. Today, these changes are quite easier with the technology of computers.

6. Chip Albee: I understand the budget process is difficult. In looking at the budgets presented today, out of 33 departmental totals, 22 of them were under spent. The only way we can come up with \$1 million to give back to the tax payers is to under spend the budgets.

MOTION: Rep. Fleck moves to adjourn at 1:00 p.m. Motion seconded by Rep.

Knox. Motion carries.

April Carpenter
Recording Secretary