

MINUTES
Cheshire County Commissioners Meeting
Wednesday, October 28, 2015 09:30AM
Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

PRESENT: Commissioners Stillman Rogers, Charles Weed, and Peter Graves

STAFF: Finance Director Trombly, Grants Manager Bansley, Maplewood Administrator Kindopp, HR Director Hurley, County Administrator Coates, and Assistant County Administrator (ACA) Bouchard

GUESTS: Westmoreland Selectman Hammond, and members of the public

Chairman Rogers opened the meeting at 09:30AM and recognized Administrator Coates who introduced Jennifer Seher from ServiceLink.

Seher discussed the ServiceLink organization structure and the goals and services provided by the organization. She went on to describe how individuals privacy concerns are addressed and the confidentiality that is built into the services.

ServiceLink is a program of the NH Department of Health and Human Services. Through contracts with local agencies around the state, ServiceLink helps individuals access and make connections to long term services and supports, access family caregiver information and supports, explore options and understand and access Medicare and Medicaid.

ServiceLink is designated as New Hampshire's Aging and Disability Resource Center and the NHCarePath Full Service Access Partner providing services for individuals of all ages, income levels and abilities and administers programs and services such as Information Referral and Assistance, Options Counseling, NH Family Caregiver Program, State Health Insurance Assistance Program (SHIP), and Senior Medicare Patrol (SMP).

Services:

Aging and Disability Resource Center: Program (ADRCs) is a collaborative effort of the Administration on Community Living and the Centers for Medicare & Medicaid Services (CMS). ADRCs serve as single points of entry into the long-term supports and services system for older adults and people with disabilities of all income levels.

NHCarePath: ServiceLink is a proud NHCarePath partner

NHCarePath is a new initiative where community partners work collaboratively to connect individuals to the supports and services that they may need, and ensure a consistent experience for individuals seeking assistance. Multiple statewide partners collaborate as part of NHCarePath, including the NH Department of Health and Human Services (NH DHHS), ServiceLink Aging and Disability Resource Centers, Area Agencies offering developmental services, and Community Mental Health Centers; with the goal of making it easier for NH residents to find the help they need.

Information, Referral and Awareness

ServiceLink serves as a highly visible and trusted place where people of all ages, disabilities and income levels know they can turn for objective and unbiased information on the full range of services and supports options. ServiceLink promotes awareness of the various options that are available in the community, including options among under-served, hard-to-reach and private paying populations, as well as options individuals can use to plan ahead for their long-term needs.

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Options Counseling

ServiceLink provides counseling and decision support, including one-on-one assistance, to individuals and their family members and/or caregivers. The main purpose of Options Counseling and Assistance is to help individuals assess and understand what is important to them and important for them, and to assist them in making informed decisions about appropriate long-term service and support – as well as their Medicare options - in the context of their personal needs, preferences, values and individual circumstances. Options Counseling and Assistance may also include helping individuals develop person centered plans and arranging for the delivery of services and supports.

At the conclusion of the discussion, the Commissioners thank Seher for her presentation suggested that a follow-up meeting may prove helpful in the future.

The County Administrator was then recognized for the purpose of providing the Weekly Operations Update.

Coates said that the New Hampshire Association of Counties recognition team has awarded Maplewood Activities Director Steve Wilson Nursing Home employee of the year. He will receive his award at next week's conference held at the Mount Washington Hotel.

Coates then said that the Maplewood Delegation Sub-Committee meeting has been rescheduled to November 13th to accommodate the schedule of the invited guests.

Coates spoke of the meeting that was held with the leasee of the farm and the next meeting to be held at the farm on Monday November 2nd with ACA Bouchard. A list of work that needs to be completed will be assembled and reviewed.

ACA Bouchard spoke of an 8" water main that services the farm and said that upon inspection last week it was noted that 3" - 4" of the interior of the pipe is filled with debris and will need to be jet washed out. It is believed that this is caused by low water usage on the farm and a plan to ensure that the pipe does not freeze during the upcoming winter will be put in place.

Coates said that the galvanized railings being prepared for the Winter Street entrance and the new parking lot areas have been ordered after a renegotiation of price with the contractor. Approximately \$1K was saved.

He then said that the copper gutters and roof on the front portico of the County Hall building were proceeding on schedule and it is expected that the work could be completed by the end of next week if the weather cooperates.

Coates the addressed the water leak in the basement area near dispatch and Bouchard said that the commercial water sealing company has finally responded and he hoped for an on-site visit sometime within the next week.

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The use of the County owed dispatch radio frequency by South West Mutual Aid was then reviewed and Coates provided a history of the use of the frequency and the Memorandum of Understanding that has been in place since about 2003 concerning its use. Coates asked if the Commissioners intent was to retain ownership of the frequency and the Commissioners were unanimous in the response that the frequency is a valuable County asset and should remain in County ownership and control.

Coates then said that another cast iron pipe break has occurred at Maplewood with water damage occurring at the rear of the kitchen area. It was fortunate that the leak was discovered before very much damage occurred and the pipe section has been replaced.

Coates then said that an article was published in the Keene Sentinel concerning the grants awarded to the Sheriff's department towards an upgrade of the County dispatch center. A \$305,555 grant will replace the communications center's radio console system, which will improve the incident response quality, reliability and speed when relaying information to first responders.

The second grant, for \$83,900, will be used to replace five base station radio repeaters, which will give the communications center more reliable equipment to transmit messages.

Master Agenda Item #303: Wage and Classification Study RFP Recommendation was then taken-up for discussion and Administrator Coates said that based on discussions with the potential bidders it would be necessary to postpone the bid award for a few more weeks as details are clarified and pricing revised.

Master Agenda Item #307: CDBG Westmill Subrecipient Agreement, Administration Agreement, and Mortgage Amendment Documents.

Grants Manager Bansley presented to the Chair a request to sign documents related to the Westmill CDBG project that provides funds for acquisition and site improvements for a 26-unit low income housing building on Railroad Street and documents related to the CDBG Microenterprise grants to three Subrecipient in exchange for providing training and technical assistant services to the low- and moderate-income micro-enterprisers. Following a short review and discussion Chairman Rogers signed the documents.

Master Agenda Item #308: GMMRC and JSI Grant Agreement was then addressed by Bansley and she asked the Commissioners to consider a vote to accept \$5,000 in funds for the GMMRC in a grant agreement with JSI Research & Training Institute. The Commissioners asked questions concerning the use of the funds and the training that is to be provided. **Following discussions Commissioner Graves moved to accept the grant in the amount of \$5,000.00 for the purpose of providing training to the Greater Monadnock Medical Reserve Corps (GMMRC) and he was seconded by Commissioner Weed. Upon vote the motion was accepted unanimously.**

At 10:51AM the Commissioners entered into a recess of the meeting to discuss the on-going Collective Bargaining Agreement underway at Maplewood Nursing Home.

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At 11:09AM The Commissioners exited the recess and resumed the public meeting.

At 11:10 Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Weed moved to go into non-public session to discuss consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

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

At 11:23AM the Commissioners voted unanimously to exit non-public session.

The Commissioners then reviewed the Commissioners Calendar and noted a conflict with next week's meeting as a majority of the senior staff and Commissioner Weed would not be available for the meeting due to attending the NHAC Annual Conference. **Following discussion of alternatives Commissioner Graves moved to cancel the November 5th Commissioners meeting and was seconded by Commissioners Weed. Upon vote the motion passed unanimously.**

The Weekly Census was then reviewed.

The Weekly Manifest was then reviewed and Commissioner Weed moved to accept the Manifest as presented and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

The minutes of October 21, 2015 were then reviewed and Commissioner Graves moved to accept the minutes as presented. Commissioner Weed seconded the motion and upon vote the motion passed unanimously.

At 12:53PM there being no further business to discuss, Commissioner Weed moved to adjourn the meeting. The motion seconded by Commissioner Graves and upon vote the motion passed unanimously.

Respectfully Submitted,
P. Graves, Clerk