

MINUTES
Cheshire County Commissioners Meeting
Wednesday, July 8, 2015 09:30am
Commissioners Conference Room
County Hall Building
12 Court Street
Keene, NH 03431

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

STAFF: Finance Director Trombly, Grants Manager Bansley, Sheriff Rivera, Communications Director Brewer, Register of Deeds Tilton, County Attorney McLaughlin, MNH Administrator Kindopp, Superintendent Van Wickler, and Assistant County Administrator (ACA) Bouchard

GUESTS: Westmoreland Selectman Hammond

Chairman Rogers opened the meeting at 9:34AM and recognized Assistant County Administrator Bouchard for the purpose of presenting the Weekly County Operations report. Bouchard reported the following items:

Bouchard said that the new A/C compressors were being installed on the roof of the 1979 building and that a new module for monitoring and controlling line voltage to the unit was being added as part of the installation. The line monitor should prevent any further episodes of HVAC unit damage due to power fluctuations in the future.

Bouchard then said that the revised parking lot expansion plans planned for the Center Street parking lot were complete and would be brought to the Commissioners for review in the next few weeks. The engineer at SVE who drew up the plans has submitted them to the City for final review. Once the City gives it final approval then a meeting with DEW/MacMillin will be set-up and the schedule of the work for the parking lot will be established.

Bouchard then said that the 2014 Annual County Report is at the printers and should be available in the next two weeks.

Superintendent Van Wickler was then recognized and discussed a request to institute a hazardous pay program for Correctional Officers (CO's) who must be certified to carry weapons as part of their job duties. He said that a number of other Counties in the state already have a similar program and would like to introduce the program at the DOC to compensate the CO's with extra pay when they are assigned to duties that require them to be armed and placed in potentially dangerous situations. He said an analysis of past situations where the CO's were required to be armed showed that the impact on the current and future budgets was projected to be in the \$300.00 per year range.

An extended discussion began and the Commissioners asked a number of questions concerning how the hazardous duty pay program would work. **Following discussion Commissioner Weed moved to authorize the creation of a hazardous duty pay program for the CO's at the DOC. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.** Superintendent Van Wickler will work with the Finance Director to implement the program.

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Van Wickler then discussed the Electronic Monitoring program and informed the Commissioners that the previously identified projected funding shortfall has been addressed through a number of changes in the program, including a new vendor, and he is now projecting that program will end the year within budget and likely with a surplus. Van Wickler explained in detail how the program is now run and how the inmates who are in the program pay for the use of the equipment and services.

A discussion of a petition submitted by the female inmates at the DOC to the state requesting that a privacy barrier be installed around the toileting facilities in the holding cell at the new Superior Court building was taken-up. The County Attorney and Sheriff provided their views on the potential problems of both implementing and not implementing the request. The petition has been submitted to the state courts security personnel for review and consideration. The item will be added to Commissioner Master Agenda Item list to track the progress of the request.

Communications Director Brewer was then recognized for the purpose of discussing the application for Edward Byrne Justice Assistance grant that is submitted annually in conjunction with the City of Keene. The grant request for 2015 is for a total of \$13,898.00 and will be split with 50% of the funds to the City and 50% to the County. The County portion of the grant monies (\$6,949.00) will be used for the Mobile Data Terminals Connectivity Continuation Project and for a Video and audio recording unit for the prisoner transport vehicle. The thirty (30) day public notification period needed for the grant starts today July 8, 2015.

Following discussion Commissioner Weed moved to authorize submission of the grant application to the Edward Byrne Justice Assistance grant program for 2015 for a total of \$13,898.00 and was seconded by Commissioner Graves. Upon vote the motion passed unanimously.

Grants Manager Bansley then discussed a search for funding a Forensic Digital Analyst position that has been requested by the Sheriff's department and the County Attorney. She said that two (2) possible sources of funding have been identified thus far.

The Sheriff and County Attorney then spoke at length about the dire need of a local resource for forensic digital investigations. The County Attorney said that the state forensics lab is backed-up over a year with cases and that the lab has very limited resources to do any analysis.

Commissioner Weed noted that this is yet another case in a long series of incidents where the state is downshifting traditional state functions to the Counties without funding resources forcing the local taxpayers to pick-up the costs.

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Following discussion Commissioner Weed moved to vote to affirm support for creating a digital forensic analyst position to serve the County and assist in prosecution of cases that involve technology and to pursue grant funding to launch the position, provide training and equipment. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

Register of Deeds Tilton was then recognized and discussed that the fee's received for real estate transactions are lagging behind projections and if the present run rate continues the Registry will probably not hit the budgeted income for 2015. She explained how the effort to standard fees across the nation is underway and discussed how the State sets the recording, surcharge, and LCHIP fees.

Master Agenda Item #256 Department of Corrections refinancing of bond was then addressed. It was moved to table the discussion because the bond manager who is working with finance was unable to attend because of illness. Director Trombly will coordinate a new date in the next few weeks.

The Commissioners then took up discussion of Master Agenda Item #257: Establishment of Nursing Home Education Fund.

A discussion of the need for a "Allied Health Education Fund" began and it was reviewed that due to a lack of trained personnel in the area needed by Maplewood Nursing and other health facilities in the local area, that the creation of an Healthcare training fund aimed creating training opportunities for County employees may be needed to ensure proper staffing levels for the nursing home and other County healthcare employers.

A wide ranging review of how the program would be operated and funded began and an extended discussion of how to make the fund sustainable was had. Following discussion it was agreed that a study of what other Counties are doing in this area to attract and retain staff especially LNA's, LPN's, and RN's should be completed. A County-wide committee to study the issue will be formed and will include Commissioner Graves, Administrator Kindopp, Finance Director Trombly, HR Director Hurley, a representative from the Nursing Staff and a presentative from the Maplewood employees Union.

Administrator Kindopp then discussed the upcoming RFP meeting for the Nursing Home cost estimates which will be held tomorrow at 1:00pm at Maplewood.

HR Director Hurley reported that a number of new resumes for the vacant County Administrator position have been received but that most of them lack the necessary requirements to be viable candidates. The current posting of the position will continue until July 25th.

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At 12:25pm Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Weed moved to go into non-public session to discuss the consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. Commissioner Graves seconded the motion and upon vote the motion passed unanimously.

As a result of the deliberations in nonpublic session no decisions were made and no vote taken.

At 12:30pm The Commissioners unanimously voted to return to public session.

The Commissioner's then reviewed the Weekly Census report.

The minutes of July 1, 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.

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

At 12:40PM there being no further business to discuss, Commissioner Graves moved to adjourn the meeting. The motion seconded by Commissioner Weed and upon vote the motion passed unanimously.

Respectfully Submitted,

P. Graves, Clerk