

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday, July 30, 2014 9:30AM**  
Maplewood Nursing Home  
201 River Road  
Westmoreland, NH 03467

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**PRESENT:** Commissioners Pratt, Rogers, and Zerba

**STAFF:** Director of Finance Trombly, HR Director Hurley, Grants Manager Bansley, Higher Education Program Coordinator Southland, Safety Manager Fortner, Administrator Kindopp, LNA Hillarie Naeck, and Assistant County Administrator (ACA) Bouchard

**GUESTS:** Westmoreland Selectperson J. Hammond, and Dale Pregent

Chairman Pratt opened the meeting at 9:30AM and recognized Administrator Kindopp who said she was pleased to be able to present a Certificate of Valor to LNA Hillarie Naeck for her prompt actions and quick response in the June 26<sup>th</sup> appliance fire on the 3rd floor of the nursing home. Kindopp said that Naeck reacted immediately to what could have been a much worse incident but for her direct actions that prevented the fire from spreading beyond the immediate area of the defective fan. Naeck was presented a medal and pin by Kindopp in addition to the Certificate of Valor. Kindopp then presented a Meritorious Service Award for training excellence to Pam Fortner the County Safety Officer. Kindopp stated that the Westmoreland Fire Chief said that the staff did everything right during the emergency and they were to be highly commended for their actions. Kindopp said that it was the quality of the training and the practice fire drills run by Fortner that proved to be the key in the proper and quick response of the staff.

Kindopp said that she will also be presenting Certificates of Meritorious Service to the following staff members who were also involved in the incident.

Peter Connor (Floor Maintenance)  
Patrick Davis (Floor Maintenance)  
Judy Harris (RN, Supervisor)  
Tracy Atkins (LNA)  
Koral Saunders (LNA)  
Erika LaClair (LNA)  
Holly Maylin (LNA)  
Cheryld Metcalf (LNA)  
Ann Marquis-Dorsett (LNA)  
Larry Earle (outside agency LNA)

Chairman Pratt then thanked Naeck for her prompt action and said that the Commissioners were very grateful and appreciative of the initiative that she took in dealing with the appliance fire and strongly commended her for her quick thinking in extinguishing the fire. He went on to say that the Commissioners were very pleased that no one was injured and that in addition to Naeck and Fortner, the Director of Nursing Woolbert, and Administrator Kindopp were to also be commended for their leadership.

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Chairman Pratt recognized ACA Bouchard for the purpose of providing the weekly operational update.

Bouchard said that an on-site meeting for contractors interested in bidding on a new roof for the water plant was being held at 1:00pm. He also said a meeting with the construction company SUR was to be held later in the afternoon to examine the washouts in the corn fields and then to determine a best course of action and approximate costs for repair.

Bouchard then said that Liberty Mutual / Peerless insurance on Maple Ave. in Keene contacted the County and asked if we were interested in some excess office cabinets and furniture that the company was disposing of in the next few weeks. The County Attorney, Sheriff's and Administration departments were able to get a number of Steelcase file cabinets and bookcases for no cost and these will be utilized when the departments move into the renovated space in courthouse.

Bouchard reported that 95% of the work was complete on Winter Street and the West street parking lot was back to normal operation. He also said that the work on Center Street was progressing faster than anticipated and the street should be finished and paved by the end of August if the weather cooperates.

Bouchard then discussed the timeline and budget spend down projections for the Old Courthouse project coming from the Courthouse Construction Manager, MacMillin this week.

Bouchard then discussed the NhSolarGardens financial analysis for the Second Chance Housing project and stated that the financial and operational numbers have been received and will be reviewed to see if the project makes sense for the County and for the Second Chance housing project.

Bouchard then said that the Sexual Harassment Training program that this is the final benchmark for the Counties insurance company (Primex) to be able to issue a 5% discount for the County's Workers Compensation and Liability insurance policies.

Grants Manager Bansley and Ed Coordinator Southerland were then recognized and Bansley presented a request for the Commissioners to approve and sign a carry-forward budget document that will transfer unused 2014 funds in the amount of \$49,172.00 into the 2015 budget for the Education SPF PFS Cohort II program contract with the Bureau of Drug and Alcohol Services.

**Following a lengthy discussion in which Higher Education Grant Coordinator Southerland provided an in-depth review of the program goals and operations and answered a number of the Commissioners questions, Commissioner Rogers moved to authorize an amendment to the Education SPF PFS Cohort II program grant for the purpose of providing a carry-**

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**forward of unused FY2014 funds in the amount of \$49,172.00 into the FY2015 grant budget. Commissioner Zerba seconded the motion and upon vote the motion passed unanimously.** Commissioners Pratt and Zerba (as Clerk) then signed the documents and turned them over to Grants Manager Bansley.

Finance Director Trombly then presented for signature from Commissioners the MS-46 document (Proposed Budget and Estimate of Revenue - County). Following a short discussion the Commissioners signed the document and Director Trombly will forward it to the State Department of Revenue.

Trombly then updated the Commissioners on the Regional Prosecutors meeting hosted by the County Attorney's office with the participating (and one potentially new town) town police departments. The meeting was held to review the possible change of a part-time Attorney to full-time based on the increased case load that is being experienced by the Regional Prosecutors office. Commissioner Pratt suggested that direct discussions with the town Selectboards should also be considered as they will ultimately have to approve funding participation in the program. Trombly will keep the Commissioners abreast of updates as the annual renewal of the program continues.

The Commissioners then reviewed the weekly census.

The Commissioners reviewed the manifest and **Commissioner Zerba moved to accept the manifest as presented and the motion was seconded by Commissioner Rogers. Upon vote the motion passed unanimously.**

**The Commissioners then reviewed the minutes of July 16, 2014 and Commissioner Zerba moved to accept the minutes as presented. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

**The Commissioners then reviewed the minutes of July 23, 2014 and Commissioner Zerba moved to accept the minutes as presented. Commissioner Rogers seconded the motion and upon vote the motion passed unanimously.**

The Commissioners then reviewed the Commissioners Calendar and the Master Item tracking list.

Finance Director Trombly then provided the Commissioners with information on a meeting she recently attended on the changes being made statewide to the Medicaid program and the switchover to Managed Care Insurance companies that will now be the middle-men for all Statewide Medicaid reimbursements. A protracted discussion began about the largely negative impact that the new program will have on providers as the total amount of State Medicaid

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funding will not change and the Managed Care companies will be paid administrative fees from the same pool of monies previously paid to the providers.

This new program will also most likely cause an exponential increase in paperwork and communications between the Managed Care companies due to the need to receive prior authorization of some services. It is also likely result the 2015 budget will include an increase in staffing to support the new administrative burden being added to the reimbursement process.

Director Trombly said that implementation date of the new program is April 1, 2015 but some of the fundamental rules and regulations on how the program will actually be implemented and work are still not in place. Trombly said that she will keep the Commissioners abreast of updates in the coming months.

At 10:20AM there being no further business to discuss, **Commissioner Zerba moved to adjourn the meeting. The motion seconded by Commissioner Rogers and upon vote the motion passed unanimously.**

Respectfully Submitted,

R Zerba, Clerk