



## COMMISSIONERS MEETING

### Minutes

Wednesday, January 3, 2024

This meeting will be conducted in person and electronically (via Zoom) at the

County Hall Building  
Commissioners Conference Room  
12 Court Street, Keene, NH 03431

**Zoom Call-in Number: +1 646 558 8656**

**Meeting ID: 409 748 8803**

**Pin #: 6031233**

**Start Time 08:30 AM**

**Present:** Commissioners Jack Wozmak, Bob Englund, and Terry Clark.

**Staff:** County Administrator Coates, Finance Director Trombly, Director of Human Resources May, Sheriff Rivera, and Director of Executive Services/Communications Bernstein.

**Guest(s):** Director of Behavioral Health Improvement Institute (KSC), Jim Fauth

### **Public Comments**

Upon recognition from the Chair, a Public Comment on topics of interest may be made, at most three (3) minutes in length.

At 8:36AM the Commissioners opened the meeting, and Commissioners Wozmak, Englund, and Clark responded as present.

County Administrator Chris Coates asked for any public comments, seeing none he moved forward.

Commissioner Wozmak stated that since this is the first meeting to be recorded live, he said that we have never restrained public comment anybody who shows up will be invited to speak, within the public comment portion, and throughout the meeting. He also he believes our minutes to be detailed and helpful to go back to address items the County has done in the past.

### **I. Elected Officials & Department Head Updates**

To receive, as informational, departmental updates requiring Commissioner review, participation, approval, and impactful departmental and operational issues.

Sheriff Rivera said that staff has had issue utilizing sick leave due to the length of the County probationary period. Superintendent Iosue echoed these concerns.

**Commissioner Wozmak moved to adjust the sick leave policy to allow employees to utilize sick leave for COVID-19 before the traditional 90-day probationary period, Commissioner Englund seconded the motion. Upon a roll call vote, the motion passed unanimously.**

## **II. Scheduled Items**

Master Agenda Item: 1147 – Tek 84 Body Scanner Request, DOC - D. Iosue

**Action Expected: To discuss and approve or deny the purchase of new body scanners for the DOC, as well as a potential bid waiver, pending reception of opioid abatement funding.**

Superintendent Iosue stated that he has been researching the Tek-84 body scanner for a few years and believes that opioid abatement funds may allow for the purchase of these scanners. Drug smuggling into the Department of Corrections is a serious concern, and Iosue says fentanyl did make its way into the facility in the past. Iosue researched whether there were similar products, but the sole-source document points to the fact that the x-ray used in the scanner scans the entire body from feet horizontally. On top of this the machines footprint is far smaller, and moveable. The cost of this would be \$142,000 which includes a two-year maintenance contract.

Commissioner Wozmak raised concerns that the dose of radiation may be higher than traditional scanners.

Iosue said that the scanner is a higher dose of radiation than an airport scanner, but it would not be an issue unless an individual was scanned hundreds of times in one year.

Wozmak said he is interested in receiving more information about alternatives and radiation exposure before moving forward.

Administrator Coates asked Iosue to speak with his counterparts across the state to see if any others have experience with these scanners.

Master Agenda Item: 1148 – Semi-Annual Report, Connected Families – D. Calcutt

**Action Expected: To have the Commissioner's receive an as informational as possible report from the Director of Connected Families.**

Director of Connected Families Calcutt began the semi-annual report by stating that the region has expanded past Cheshire and Hillsborough County(s) to impact nearly every portion of the state. Their work includes working with children in critical conditions especially with mental health.

Calcutt said that the Care Management Entity began in September of 2020. This program includes several portions including early childhood wrap around, which is birth to 5YO.

Coates asked whether the care management entity has brought on a higher level of care for patients. Calcutt stated that it is a higher level of care.

Director of Behavioral Health Improvement Institute (KSC) Fauth presented descriptive categories of families and youth enrolled in Connected Family programs. Fauth said that the waiting time for referral to eligibility is around three weeks, from eligibility to assignment is around two weeks, from assignment to enrollment is around three weeks, for a total of five to seven weeks. Finally, the average enrollment to the first team meeting lands around 100 days. The New Hampshire standard is 60 days, but very few programs meet this goal. Connected Families has reduced the total time from enrollment to the first meeting from 120 days to 95 days.

Fauth said there are many challenges for Connected Families to tackle. Including training staff in the complexities of the role. Placing youth in residential treatments. Keeping up with the high case load, and finally working with uninsured youth and families.

Fauth and Calcutt go over the success Connected Families has seen. Early childhood wraparound is successful. Supervisory support is in place. Future planning with integrity in mind, including successful site reviews. System of Care enhancements, and many more.

Master Agenda Item: 1149 – Receipt of Hemenway Distribution – S. Trombly  
**Action Expected: To have the Commissioner’s sign the receipt.**

Finance Director Trombly said she received an email from Kendall Lane, they have had to restructure the trust, and the reception of funds had to be delayed significantly.

The funds received were in the amount of \$27,055.84. Trombly requested that the Commissioner’s signed the receipt of the funding.

**The Commissioner’s signed the receipt.**

Master Agenda Item: 1150 – Nomination of Commissioner Clark to the Southwest Regional Planning Commission – C. Coates  
**Action Expected: To nominate Commissioner Terry Clark to the Board of the Southwest Regional Planning Commission.**

For the Southwest Regional Planning Commission meeting on January 9<sup>th</sup>, we need a formal motion to nominate Commissioner Clark to the Southwest Regional Planning Commission Board.

**Commissioner Englund moved to nominate Commissioner Clark to the Southwest Regional Planning Commission Board, and Commissioner Wozmak seconded the motion. Upon a roll call vote the motion passed unanimously.**

Master Agenda Item: 1151 – Attendance of National Association of Counties (NACO) High Performance Leadership Academy – C. Coates & D. Bernstein  
**Action Expected: To make that Commissioner’s aware that Davis Bernstein will be attending the NACO High Performance Leadership Academy in January.**

Administrator Coates made the Commissioners aware that Director of Executive Services & Communications Bernstein will be attending the National Association of County's High Performance Leadership Academy.

Coates also said he wants Bernstein to attend the Monadnock leadership program.

Wozmak suggested Leadership New Hampshire.

Coates said the best order for the program would start with the Monadnock

### **III. County Administrator**

Weekly Operations Report - The County Administrator will update the Commissioners on activities that have taken place since the previous meeting.

Coates said that there are two non-publics further down the agenda.

Coates thanks Commissioner Clark for his work on Cheshire County Community Power, especially in light of the new lower rates announced by Community Power New Hampshire.

Coates said on Monday January 8<sup>th</sup> from 9:00AM to 11:45AM the County Executive Committee will begin budget reviews.

Coates said the Commissioner's and himself received an invite to Keene Mayor-Elect Kahn's inauguration ceremony was pushed back to Thursday January 4<sup>th</sup> at 6:00PM.

Coates said that he will be attending the Swanzey Economic Development meeting on

Coates said that Cheshire County EMS officially will serve as back-up for the city of Keene starting on January 5<sup>th</sup>, but we have made it aware for several months that Cheshire EMS will respond to calls the City of Keene needs support on regardless.

Coates said mileage reimbursement rates have increased to 67 cents.

Finally, Coates said that the Keene Sentinel reached out to potentially do an article on transparency surrounding Cheshire County meetings.

Wozmak said that while he was County Administrator the County attempted to hold meetings across the County at different times, with no additional participation from the citizens of the County. Wozmak said he believes that we are more transparent than most local governmental bodies.

Coates said he held a radio show for three hours every Saturday for seven years where members of the public could bring up County related issues. Furthermore, he said that we have held many meetings with the municipalities of the County and have reached out to the public in a multitude of ways. Coates says it is important our meetings are not rigid in order to allow conversation and discussion.

### **IV. Old Business**

V. **New Business**

VI. **Consent Agenda Items:**

Vote to accept the Weekly Manifests and the meeting minutes of December 20, 2023.

**Commissioner Wozmak moved to approve the minutes and manifests of December 20, 2023, Commissioner Englund seconded the motion. Upon a roll call vote, the motion passed unanimously.**

VII. **Calendar**

Action Expected: To accept the calendar as informational and to make necessary changes/additions.

VIII. **General Discussion for Commissioners**

IX. **Nonpublic Sessions:**

A nonpublic session to discuss RSA 91-A:3, II(b) *Personnel Matter*. D. Iosue

**At 12:10PM, Commissioner Englund moved to enter non-public to discuss RSA 91-A:3, II(c) Matters which, if discussed in public, would affect adversely the reputation of any person other than a member of this board unless such person requests an open meeting.**

**As a result of discussions in nonpublic sessions, no decisions were made, and no vote was taken.**

**At 12:37 PM, the Commissioners moved to re-enter the public session.**

X. **Adjournment**

**At 12:46 PM, Commissioner Englund moved to adjourn the meeting, which Commissioner Clark seconded. Upon roll call vote, the motion passed unanimously.**

Minutes recorded by:  
D. Bernstein  
Director, Executive Services  
and Communications

Reviewed and approved by:  
T. Clark, Clerk  
Board of Commissioners