



COMMISSIONERS MEETING

Minutes

Wednesday, April 24, 2024

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

Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

Zoom Call-in Number: +1 646 558 8656

Meeting ID: 409 748 8803
Pin #: 6031233

Start Time 09:30 AM

Present: Commissioners Robert Englund, and Terry Clark. Commissioner Wozmak Absent With Notice.

Staff: County Administrator Coates, Finance Director Trombly, Maplewood Facilities Director Harrison, HR Director May, Chief of CCEMS McMurrer, Superintendent Iosue, and Director of Executive Services/Communications Bernstein

Guest(s):

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 9:34AM the Commissioners opened the meeting, and Commissioners Englund and Clark responded as present.

I. Elected Officials & Department Head Updates

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

-HR Director May requested a non-FMLA leave of absence for an EMT who will be undergoing surgery.

Commissioner Englund made a motion to approve the non-FMLA leave of absence, and Commissioner Clark seconded. Upon a roll call vote the motion passed unanimously.

II. Scheduled Items

-Maplewood Facilities Director Harrison requested a sole source option for the 18 RICOH copiers across the County due to the established relationship with RICOH, and the lack of issues with any copiers.

Commissioner Clark made a motion to approve the sole source for RICOH Copiers across the County's campuses. Commissioner Englund seconded. Upon a roll call vote the motion passed unanimously.

Master Agenda Item #1175: Semi-Annual Report, Human Resources – K. May
Action Expected: To receive an as informational as possible report from the Human Resources Director.

- Human Resources Activity 9/01/2023 – 3/31/2024

Total Hires: 100

Keene - 13

- BHC – 1
- Connected Families – 3
- Deeds - 1
- Finance – 2
- IT – 1
- Sheriff – 4
 - Auditor - 1
 - Dispatch – 2
 - Regional Prosecutor – 1

Department of Corrections - 18

- Corrections Officers – 14
- Nurse - 2
- Food Service Director – 1
- Transportation Officer - 1

CCEMS – 22

- EMT – 9
- AEMT – 4
- Paramedic – 9

Maplewood - 33

- ALF – 4
- Dietary – 11
- Housekeeping – 9
- Nursing – 20
 - LNA – 9
 - RN – 2
 - Ward Aide – 9
- Rehab – 3
 - Director of Rehab – 1
 - OT – 1
 - PT - 1

Total Terms: 104

Keene – 9

- Administration - 1
- BHC – 1 – (within 6 months of hire)
- Connected Families – 2
- Deeds - 1
- Finance - 1
- Sheriff – 3
 - Dispatch – 2 – (1 within 6 months of hire)
 - Administrative Assistant - 1

Department of Corrections - 15

- Corrections Officers – 11 – (3 within 6 months of hire)
- Nurse – 2 – (both within 6 months of hire)
- Food Service Director – 1
- Receptionist - 1

CCEMS – 25

- Chief - 1
- Deputy Chief - 1
- EMT – 12 – (2 within 6 months of hire)
- AEMT – 6 – (2 within 6 months of hire)
- Paramedic – 5 – (2 within 6 months of hire)

Maplewood - 55

- Administration - 2
- ALF – 5 – (3 within 6 months of hire)
- Dietary – 10 – (5 within 6 months of hire)
- Housekeeping – 4 – (3 within 6 months of hire)
- Nursing – 29
 - LNA – 17 – (6 within 6 months of hire)
 - LPN – 2
 - RN – 1
 - Ward Aide – 8 – (5 within 6 months of hire)
- Rehab – 3
 - Physical Therapist – 2 – (1 within 6 months of hire)
 - Speech Therapy Director - 1

- Some of the reasons for resignations are as follows:
 - Unable to return after medical leave
 - Realized work is not for them

- Terminated due to attendance issues
- Terminated due to behavior
- Moved out of area
- Per diem w/no availability to pick up hours
- Retired

MAPLEWOOD:

- We have modified our contract language with LNA Health Careers to make it more viable to have smaller classes more frequently. We are now having hybrid classes as well with the course content online and the clinicals happen at Maplewood.
- We are currently continuing to offer a \$2,000 sign on bonus at Maplewood for any LNA, nurse or Dietary Aide that comes on full time. This is paid out as follows: \$500 at 3 months, \$500 at 6 months and \$1,000 at 1 year for a 40 hour/week employee - prorated for part time.
- We continue to use more agency/traveler staff that we ever have before at Maplewood – although we have been able to hire a handful of LNAs in the past couple of months
- Rehab at Maplewood is down an OT and a PT currently. New Rehab Director has started and is well established at this time.

KEENE CAMPUS:

- Recruiting heavily for Care Coordinators for Connected Families, especially in the Hanover/Lebanon area – working with Keene Sentinel on targeted marketing for that role.

CCEMS:

- Have had first meeting with Teamsters for EMS – hope to have their proposals before Tuesday, May 7 which is our next meeting
- Interim Chief in place along with Deputy Chief of Operations and Deputy Chief of Clinical Operations

CCDOC:

- Fully staffed for Corrections Officers at this time. Continuing to advertise and recruit for nursing.

III. County Administrator

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

- County Administrator Coates stated he was at the State House to advocate for a balanced billing/rate increase bill for EMS providers. Coates said that the insurance companies will be performing a year long study on the viability of current rates and the state of EMS. Coates said they will be voting on direct pay to EMS providers later today.

Coates said that CCEMS union negotiations have begun, meetings have been set up and ground rules have been set.

Coates said he attended the Monadnock Economic Development Corporation's annual meeting where he asked Governor Sununu if they had funding opportunities available for mutual aid programs such as the Southwest NH District Fire Mutual Aid.

IV. Old Business

V. New Business

VI. Consent Agenda Items:

Vote to accept the Weekly Manifests and Minutes of April 17, 2024.

Commissioner Englund moved to accept the manifests and minutes and was seconded by Commissioner Clark. Upon 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:

X. Adjournment

At 10:29 AM, 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