

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday August 29, 2018 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

**Present:** Commissioners Peter Graves, Joseph Cartwright and Charles Weed

**Staff:** Count Administrator Coates, Finance Director Trombly, Assisted Living Administrator Gowen, and Assistant County Administrator Bouchard

**Guest(s):**

At 9:32AM Commissioner Graves opened the meeting and recognized Assisted Living Facility Administrator Gowen who provided the following report:

Assisted Living Facility  
2018 Semi-Annual Report

Staffing: Remains consistent with 11 employees and 8 per diem. We recently hired a fulltime 11-7 Personal Care Assistants (PCA's). The new hire got her Licensed Nursing Assistant (LNA) license and transferred to the Nursing Home. The fulltime employee out on Family Medical Leave (FMLA) should be returning next week.

**Current Census:**

- Admissions: 6 (1 transfer from MNH)
- Re-admissions from MNH: 4
- Discharges: 4

20 people on the waiting list with 2 planned admissions within the next few weeks (This will fill the facility).

License: State survey deferred this year due to previous 2 years of deficiency free surveys.

CMS changes: The state is focusing on the Developmental Disabled (DD) and Acquired Brain Injury (ABI) group. Choices for Independence (CFI) is still set to be looked at next but they are unsure how to do this.

There may be a provider self-assessment form that is sent out with the idea that we do a plan of correction for any criteria we didn't meet. Preliminary thoughts are that facilities like Maplewood Nursing Home (MNH) will be grandfathered in.

The Centers for Medicare and Medicaid (CMS) is doing a heighten scrutiny pilot and New Hampshire and Ohio are the 2 states chosen. Also, there is a rumor that CMS may relax some of the reasons why this process needs to be done but it's only speculation at this point. (It's been going on for 5 years).

Proposed Rule Change 805 18(a): "for all applicants for employment, volunteers, and independent contractors who will provide direct care or personal care services to the residents or who will be unaccompanied by an employee while performing non-direct or non-personal care services within the facility, and for all household members, the licensee shall: obtain and review a criminal records check, (except those licensed by the NH board of nursing) "".

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday August 29, 2018 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

This means that any person with access to a resident or resident's belongings, must have the criminal background check. If not, a staff member must be with them at all times.

Administrator Coates was then recognized for the Weekly Operations report:

Coates said that the Extraordinary Women event put on by the Keene Sentinel will happen on August 30th at the Redfern Arts Center where Maplewood Nursing Home Administrator, Kathryn Kindopp will be recognized as one of the fourteen area women chosen for the award.

Coates then provided a list of the sub-contractors who have been hired for the Maplewood reconstruction project to the Commissioners. The Commissioners reviewed the list and asked some questions concerning the steel, electrical, and plumbing work. A discussion of the progress of the project was covered.

Coates followed-up on discussion that began at the previous meeting and said that the County does not own any of the current Dispatch Radio towers but does maintain some telephone poles that have antennas attached to them.

Coates said that an upcoming meeting with Keene Fire Chief Mark Howard meeting next week will be to discuss the ambulance situation in the County. He said that meetings in the past will be followed-up on to see if any of the towns are interested in joining a multiple town – single site ambulance garage / dispatch location.

Coates then said that a union grievance procedure will be heard tomorrow and may come to the Commissioners at a later date.

He then said that he had a meeting with the Director of the Monadnock Humane Society yesterday to discuss the bill for the care of animals that the Sheriff's department is involved with due to a criminal case that occurred last month. It was learned that a fund-raising effort is underway that will substantially reduce the invoice amount and potentially cover most if not all of the costs of care. Also discussed was the funding of outside agencies and how the review process works with the County Commissioners and the County Delegation.

He then said that the initial County-wide union negotiations will start tomorrow with all three (3) unions in the County.

Coates then said that the Westmoreland Fire Chief has set October 28<sup>th</sup> as the date to do a controlled burn of the house at the old Blood Farm. Immediately following the completion of the burn site clean-up will begin in preparation for sale of the property.

Coates then discussed that the Groundbreaking Ceremony for the Maplewood Reconstruction project will be on September 20<sup>th</sup> at 1:00pm and the invitations will be sent out sometime next weeks to local officials and dignitaries.

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday August 29, 2018 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

Coates then discussed that the Wall Dog festival scheduled for June of 2019 has informed the County that it has chosen a wall on the north side of the 1979 wing of the County Hall building as one of the fifteen locations for a mural location for the upcoming event.

Coates said that he has met with the UNH Cooperative Extension advisory group to discuss a possible Economic Development position for the County. An alternative path for the position being discussed is to work with Monadnock Economic Development Corporation (MEDC) and to hire a person as a County employee that could be funded from multiple revenue sources. Options as to how this position could be managed and budgeted was covered.

Coates said that the next monthly meeting of the New Hampshire Association of Counties (NHAC) is on September 7<sup>th</sup> and will cover topics concerning the organizational issues that have been in discussion over the past number months with the goal of creating an agenda that will be covered in more depth at the Association Annual Conference the following week.

Coates then said that the Edge Theater ensemble will begin rehearsals for the play a “A Few Good Men”. The play will be presented in November.

He then said that on September 13<sup>th</sup> the Integrated Delivery Network 1 (IDN1) will be meeting at the Common Man in Claremont. The meeting will provide an up-to-date overview of the IDN 1 Activities and will run from 8:30am – 2:00pm with lunch being served. Some of the Commissioners may attend.

Coates said that the invoice for the services of the Attorney for legal work related to the Maplewood Reconstruction project has been received and is within the costs expected.

**The Weekly Manifest was then reviewed with questions from the Commissioners. At the conclusion of the questions, Commissioner Cartwright moved to accept the Manifest as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

The Weekly Census was then reviewed.

**The minutes of August 22nd, 2018 were then reviewed and Commissioner moved to Cartwright accept the minutes as presented and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

**The calendar was then reviewed.**

**Old Business:** Ward Aides compensation was brought up by Commissioner Graves. Coates stated that the compensation for employees are once again being reviewed based on union requests for the upcoming negotiations. Union and non-union employment goals were discussed.

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday August 29, 2018 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

**New Business:** None

**General Discussion:**

**At 12:06PM there being no further business to discuss, Commissioner Cartwright moved to adjourn the meeting. The motion to adjourn was seconded by Commissioner Weed and upon vote the motion passed unanimously.**

Respectfully Submitted,

Charles Weed  
Clerk, Board of Commissioners