

**MINUTES**  
**Cheshire County Commissioners Meeting**  
**Wednesday January 23, 2019 09:30AM**  
**County Hall Building**  
**Stillman Rogers Conference Room**  
**12 Court Street, Keene, NH 03431**

**Present:** Commissioners, Charles (Chuck) Weed, John (Jack) Wozmak and Robert (Bob) Englund,

**Staff:** County Administrator Coates, Finance Director Trombly, and Assistant County Administrator Bouchard

**Guest(s):** Rebecka Bullock, Southwest Regional Planning, Dr. Peter Mason, Medical Director Region 1 IDN, Maryanne Ferguson Healthy Monadnock, and Phil Wyzik Monadnock Family Services

At 9:30AM The Chairman opened the meeting and took-up Master Agenda Item #644: Community Development Block Grant - Tanglewood Homeowners Association

The Chair opened the first public hearing for discussion of the CDBG project at 9:30am and read the opening dialogue for the meeting. Rebeckah Bullock was then recognized.

Rebeckah Bullock, Community Development Specialist, with Southwestern Regional Planning Commission (WRPC) explained that Community Development Block Grant (CDBG) funds are available to municipalities for economic development, public facility and housing rehabilitation projects that primarily benefit low- and moderate-income persons. Cheshire County is eligible to receive up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000.00 a year for economic development projects, up to \$500,000.00 a year for microenterprise projects, as well as up to \$500,000.00 a year in emergency funds. Feasibility Study funds are available for up to \$12,000.00. Rebeckah Bullock provided a handout describing the NH Community Development Block Grant Program eligible activities and area HUD income limits.

Tara Reardon from Community Loan Fund (CLF) was then recognized and spoke about resident owned communities (ROC) and their purpose which is to purchase the land on which the manufactured homes sit. She outlined the work completed thus far for the Tanglewood Park Cooperative and said that the sales price is \$20,000,000.00 and it is a fair price based on the asset value and cash flow of the park. She said purchase financing is currently being sought and a number of avenues are available and being pursued.

A member of the Tanglewood project spoke to why he moved to the Tanglewood park a number of years ago and discussed why the park is a great place to live. He said that the park has a number of senior citizens, disabled, and veterans and it provides a stable place with a fixed cost for lower income residents of Keene that need to live in affordable housing. Average rent \$549.00 per month.

Rebeckah Bullock provided a project handout. The proposed application to the Community Development Finance Authority (CDFA) is for a CDBG application to be submitted by Cheshire County on behalf of Tanglewood Park Cooperative for up to \$500,000.00 The funds, less administrative costs, will be sub-granted to Tanglewood Park Cooperative. These funds, in combination with additional funds that will come from the assumption of the existing mortgage and investments of the New Hampshire Community Loan Fund, will be used towards the acquisition of Tanglewood Manufactured Housing Park, located at 17 Sparrow Street, Keene, NH. The Tanglewood Manufactured Housing Park has 328 approved lots on 99 acres. The low- and moderate-income benefit of the project is undetermined at this time, as the income survey is still being completed, but it is anticipated that the low- and moderate-income requirement will be met.

MINUTES  
Cheshire County Commissioners Meeting  
Wednesday January 23, 2019 09:30AM  
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The Chair opened the floor to public comment on the projects.

9:53am Commissioner Weed moved to close the Public Hearing on the Project portion of the CDBG Block Grant Hearing. Seconded by Commissioner Englund. Upon vote the motion passed 3 to 0.

**Commissioner Wozmak moved to approve the submittal of the application and vote to authorize County Administrator Chris Coates or County Commissioner Chair Charles Weed as the Authorized Designees to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Authorized Designee to execute any documents which may be necessary to effectuate the CDBG contract. Seconded by Commissioner Englund Upon vote the motion passed 3 to 0.**

Commissioner Weed motioned to open the second public hearing for discussion of the proposed Housing & Community Development Plan. Seconded by Wozmak, in favor. 3 to 0. Motion passed.

Rebeckah Bullock, SWRPC, explained that the Housing and Community Development (H&CD) Plan is one that Cheshire County adopted last on February 24, 2016 and it is required to be reviewed and re-adopted every three years to qualify for CDBG funds. At this time, no changes have been made to the existing plan.

The proposed CDBG project conforms to the Cheshire County's Housing and Community Development Plan priorities of:

1. Support community efforts to conserve and rehabilitate the aging housing stock;
2. Support the development of multi-family housing, manufactured housing, and other affordable housing opportunities in areas which are appropriate for such housing;
3. Encourage all Cheshire County communities to make some provision so that lower income persons can reside or maintain their homes within the community.

Chair calls for public comment. No public no input was provided.

Commissioner Weed moved to close the second public hearing for discussion of the proposed Housing and Community Development Plan. Seconded by Commissioner Englund. Upon vote the motion passed 3 to 1.

**Commission Englund moved to adopt the Housing and Community Development Plan. Seconded by Commissioner Wozmak. Upon vote the motion passed 3 to 0.**

Commissioner Weed asked a question concerning how the residents are consulted in meeting the needs of the park residents.

Commissioner Weed moved to open the third public hearing regarding the Residential Anti-Displacement and Relocation Assistance Plan. Seconded by Wozmak. Upon vote the motion passed 3 to 0.

Rebeckah Bullock of SWRPC explained that if any permanent displacement takes places as a result of this project, the Uniform Relocation Act must be followed, which requires that any permanently

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displaced household or business in a project using federal funds must be found comparable housing in a comparable neighborhood at a comparable price. Under the certification section of the application, the County will certify that the Residential Anti-Displacement and Relocation Assistance (RARA) Plan is in place, and in the event that it is discovered that this specific project does permanently displace persons or households, a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds.

The proposed project is the acquisition, by the Tanglewood Park Cooperative, of the Tanglewood Manufactured Housing Park located at 17 Sparrow Street, Keene, New Hampshire. This project will not require relocation or displacement.

Chair calls for public comment.

Commissioner Weed moved to close the third public hearing for discussion of the proposed RARA Plan. Seconded by Wozmak. Upon vote the motion passed 3 to 0.

**Commissioner Wozmak moved to adopt the Residential Anti-displacement and Relocation Assistance Plan. Seconded by Commissioner Englund. Upon vote the motion passed 3 to 0.**

Registry of Deeds Tilton was then recognized and discussed a pending bill that she will testify against in Concord today. The bill would remove fee income from the charges for the real estate transfer tax that retained by the County. Tilton handed out documentation on the issue and a general discussion began about the income and tax impact on the County.

Sheriff Rivera was then recognized and discussed the funding for the new forensics' lab personnel. Rivera said that the funding from the State allows for 24 hrs. of work instead of the current 8 hrs. that is being worked at this time. The Sheriff will attend next weeks Executive Committee meeting to discuss the increase in hours.

Master Agenda Item #645: Integrated Delivery Network Presentation (IDN) was then taken-up for discussion.

Ann Landry from the IDN was then recognized and handed out documentation for review and discussion. Dr. Peter Mason, Medical Director Region 1 IDN, Maryanne Ferguson from the Monadnock Collaborative, and Phil Wyzik from Monadnock Family Services were also in attendance.

A review of the current program began and a number of questions were asked by the Commissioners concerning coverage and operational issues. Landry explained the how the various IDN's are structured and how the Region 1 IDN is a bit different than the other IDN's because of the needs of the participants and the families being served.

Ferguson spoke to her program that has been developed to provide processes to help identify and provide needed services to clients. She said that CMC is helping to provide structure through their automated patient tracking system (EPIC). The software assists in providing secure messaging between service providers that has never been in place before this project began.

MINUTES  
Cheshire County Commissioners Meeting  
Wednesday January 23, 2019 09:30AM  
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Commissioner Wozmak asked about the program expansion issues in particular the expansion of service providers in the Behavioral Health area. Dr. Mason said part of the IDN project is to provide resources to do exactly that, and to help put into place a program that will be able to supply personnel that can be compensated on a competitive basis with surrounding states.

Landry then said that the funding for the IDN is being worked on constantly and the creative use of the funds to help create needed positions is a focus of the project.

*The following PowerPoint slides are excerpts from Landry's presentation:*



## New Hampshire DSRIP Overview

- Overarching goals for the Delivery System Reform Incentive Program (DSRIP): Transform the system of care across the state for those Medicaid Members with behavioral health issues
  - Deliver integrated physical and behavioral health care that better addresses the full range of the individual's needs
  - Expand capacity to address emerging and ongoing behavioral health needs in an appropriate setting
  - Reduce gaps in care during transitions across care settings by improving coordination across providers and linking Medicaid beneficiaries with community supports
  - Shift payment methodology from volume to value for 50% of Medicaid members by 2020 through the establishment of Alternative Payment Models
  - Spread transformation best practices to all patients regardless of payer; shift total system from volume to value to provide the right care to the right patient at the right time every time
  - Partner with Managed Care Organizations to align provision of localized care management services; IDNs targeted to serve as "Certified Designated Local Care Management Entities" in new Medicaid Care Management Services contract.

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# Cheshire County Overview

- 1 City; 22 Towns
- ~12K Medicaid Members
  - Keene: ~4K
  - Swanzey: ~1K
- ~ 22 unique partners
- Cheshire County partners with largest attributed populations:
  - Cheshire Medical Center/D-H Keene
  - Monadnock Family Services
  - Based on 2017 Claims Data
- Cheshire County: Active in 5 of 6 IDN 1 Projects:
  - A1: Behavioral Health Workforce Capacity Development (Statewide)
  - A2: Health Information Technology Infrastructure to Support Integration (Statewide)
  - B1: Integrated Healthcare (All primary care and behavioral health provider partner organizations)
  - C1: Care Transitions Teams
  - E5: Enhanced Care Coordination

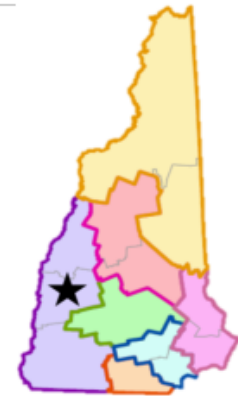
- |                |               |                |
|----------------|---------------|----------------|
| ◦ Alstead      | ◦ Keene       | ◦ Sullivan     |
| ◦ Chesterfield | ◦ Marlborough | ◦ Surry        |
| ◦ Dublin       | ◦ Marlow      | ◦ Swanzey      |
| ◦ Fitzwilliam  | ◦ Nelson      | ◦ Troy         |
| ◦ Gillsom      | ◦ Richmond    | ◦ Walpole      |
| ◦ Harrisville  | ◦ Rindge      | ◦ Westmoreland |
| ◦ Hinsdale     | ◦ Roxbury     | ◦ Winchester   |
| ◦ Jeffrey      | ◦ Stoddard    |                |

**Region 1 IDN Executive Committee Representation from Cheshire County\***

- Dennis Calcutt, System of Care (IDN 1 EC Chair)
- Chris Coates, Cheshire County Administrator
- Eileen Fernandez, Population Health, CMC
- Shawn LaFrance, VP Population Health, CMC
- John Manning, CEO, Southwestern Community Services

**Region 1 IDN Finance Committee Representation from Cheshire County**

- Gigi Batchelder, CFO, Monadnock Family Services
- Chris Coates, Cheshire County Administrator
- Maryanne Ferguson, Monadnock Collaborative
- John Manning, CEO, Southwestern Community Services
- Jennifer Seher, ServiceLink



**\*Current openings (service user) exist to join Executive Committee**

## Region 1 IDN Cheshire County Project Overview & Highlights

TOTAL REGION 1 IDN FUNDS ALLOCATED TO DATE IN CHESHIRE COUNTY	
Cheshire Medical Center/Monadnock Family Services Integrated Healthcare Project	\$495,433
Monadnock Family Services Integrated Healthcare Project Incentive Funds	\$107,500
Monadnock Family Services/Monadnock Collaborative Co-Pilot Project	\$645,849
Monadnock Family Services – Workforce Funds	\$41,700
Cheshire Medical Center – Workforce Funds	\$13,000
Monadnock Collaborative – Community Support Funds	\$46,336
Keene Serenity Center –Community Support and Peer Recovery Support Funds	\$67,982
Planned Parenthood – Keene – Community Support Funds	\$17,061
Phoenix House – Integrated Healthcare Project Support Incentive Funds	\$62,500
<b>Total</b>	<b>\$1,497,361</b>

IMPACT OF FUNDS IN CHESHIRE COUNTY
<ul style="list-style-type: none"> <li>◦ Cheshire Medical Center and Monadnock Family Services have partnered to pilot a <b>bi-directional integrated healthcare program</b>; creating, testing and refining a <b>co-located “reverse integration” model</b> that integrates professional disciplines and shared resources to afford the <b>best possible health outcomes</b>; <b>funds support 1 FTE Primary Care.</b></li> <li>◦ Monadnock Family Services and Monadnock Collaborative partnered to facilitate a <b>multi-disciplinary team that provides care at staged levels of intensity</b> to patients with serious mental illness during transitions from acute clinical settings to the community; <b>reduces readmissions, avoidable ED utilization and recurring homelessness</b>; <b>funds support 4 FTE Care Coordinators.</b></li> <li>◦ Monadnock Family Services will direct workforce funds to <b>enhance marketing, recruitment and retention strategies</b> as well as <b>expand internship and supervision programs.</b></li> <li>◦ Cheshire Medical Center will direct workforce funds to <b>develop LNA clinical internship program to support physical and behavioral health needs of high-risk patients</b> in emergency room and acute care.</li> <li>◦ Monadnock Collaborative will hire a full time <b>Housing Stabilization Coordinator</b> to support clients from Co-Pilot project in securing the housing support needed; <b>funds support 1 FTE.</b></li> <li>◦ Keene Serenity Center will invest in <b>education and outreach for peer recovery</b> support as well as invest in the <b>Recovery Training Academy</b> as well as <b>supervision for coaches</b>; <b>funds support 2 PTE Certified Peer Recovery Workers and stipends for 20 Recovery Coaches.</b></li> <li>◦ Planned Parenthood of Northern New England will direct community support funds to <b>develop referral network and strengthen partnerships and trainings</b> in Cheshire County; <b>funds support 1 PTE Regional Clinical Director.</b></li> <li>◦ Phoenix House will use incentive funds to <b>support the CMC/MFS Integrated Healthcare project with MAT and substance use counseling resources.</b></li> </ul>

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Trombly then explained how the funding for the IDN's is distributed from the federal government to the state to the counties. She said approximately \$600,000.00 has been allocated for the operation of the program.

A discussion of the way Medicare and Medicaid work with the program for senior citizens was began and it was stated that the care coordination that is provided through Medicare reimbursement is not available through Medicaid.

Wyzik said that the IDN has enabled the participating organizations to help fix a broken medical care system by creating ways to provide better coordination.

Landry said that the pediatric population is one of the areas that will need to be fully vetted with the hope of providing services that are preventative and will help ensure a healthy population in the counties in the future.

Administrator Coates was then recognized to deliver the Weekly Operations Report and reported out the following items:

- The Delegation Executive Budget Committee meets next Monday.
- Coates said that a previously suspended employee has returned to work.
- He reminded the Commissioners that the in-home care monitoring vendor Sencio will at the meeting next week to present their program to the Commissioners.
- He said that Senator Shaheen will be at the Community Kitchen on Friday the 25<sup>th</sup> at 1:15pm and would like to hear from County residents about the needs of the communities. Some of the Commissioners will try to attend the session.
- He said that the Matt Davis of the University of New Hampshire who has been monitoring the geothermal system at the Department of Corrections has sent an email outlining a possible issue with the control system that needs to be addressed. Bouchard and Coates will investigate resolution options.
- Coates related that George Born from the New Hampshire Land and Community Heritage Investment Program (LCHIP) visited the site yesterday and has approved the successful close out of the project.
- On January 28<sup>th</sup> the Monadnock area broadband committee will meet at Southwest Community Services Community Room at 2:00pm to hear about the NH FirstNet initiative to bring state-wide cell coverage to first responders and public safety personnel.
- Coates said that Andru Volinsky will attend a Commissioners meeting on February 22nd at 11:00 to discuss issues important to the County.
- Coates then said that some frozen pipes were experienced at Maplewood last week. One over the IT office area caused some damage in the office area. A temporary fix has been installed to route any possible water leaks to a container that can be emptied that is now located in the room.

Old Business: Commissioner Wozmak asks to investigate if the future Commissioner meetings can be held at Maplewood. Coates and Bouchard will investigate and coordinate with the Nursing Home Administrator.

MINUTES  
Cheshire County Commissioners Meeting  
Wednesday January 23, 2019 09:30AM  
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New Business: A short discussion around employee use of sick time and short disability issues were reviewed.

The Weekly Census was then reviewed.

The Weekly Manifest was then reviewed, and **Commissioner Wozmak moved to accept the Manifest as presented and was seconded by Commissioner Englund, upon vote the motion passed unanimously.**

**The minutes of January 23, 2018 were then reviewed Commissioner Wozmak moved to accept the minutes as amended and was seconded by Commissioner Weed. Upon vote the motion passed unanimously.**

The calendar was then reviewed.

**General Discussion:** None

**At 12:13PM there being no further business to discuss, Commissioner Englund moved to adjourn the meeting. The motion to adjourn was seconded by Commissioner Wozmak and upon vote the motion passed unanimously.**

Respectfully Submitted,

R. Englund  
Clerk, Board of Commissioners