

MINUTES
Cheshire County Commissioners Meeting
Wednesday, May 20, 2020
County Hall Pursuant to Emergency Order #12 Pursuant to Executive Order 2020-04
This meeting will be conducted electronically.

Conference Call Information
Phone Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
Building

Present: Commissioners: Charles Weed, and Robert Englund (Jack Wozmak absent w/notice)
Staff: County Administrator Coates, Director of Finance Trombly, HR Director May, Director of Behavioral Health Welsh, Safety Officer Kroupa, and Assistant County Administrator Bouchard.
Guests: Mike Kowalczyk and members of Monadnock Rail Trails Collaborative, County Treasurer and Keene City Counselor Terry Clark, Steve Horton, Maplewood Owner's Representative

At 8:30AM Commissioner Weed opened the meeting and a roll-call of the Commissioners attending the meeting was conducted by County Administrator Coates. Commissioners Weed, and Englund responded as "present" with Commissioner Wozmak absent with notice.

Commissioner Weed then moved to conduct this meeting as an emergency meeting under the relevant provisions of NH RSA 91-A, and consistent with the recommendations contained in Executive Order 2020-04 Order 12 issued by Governor Sununu. Commissioner Englund seconded the motion and upon roll-call vote the motion passed unanimously.

Emergency Order #12 Pursuant to Executive Order 2020-04
Temporary modification of public access to meetings under RSA 91-A
Pursuant to Section 18 of Executive Order 2020-04 it is hereby ordered, effective immediately, that:

1. Pursuant to Executive Order 2020-04, paragraph 8 provides: "State and local government bodies are permitted and encouraged to utilize the emergency meeting provisions of RSA 91-A to conduct meetings through electronic means while preserving, to the extent feasible, the public's right to notice of such meetings and ability to observe and listen contemporaneously."
2. Pursuant to Emergency Order #2 issued pursuant to Executive Order 2020-04, gatherings of fifty people or more are prohibited.
3. To implement these orders and recommendations, the requirement in RSA 91-A:2, III (b), that a quorum of a public body be physically present unless immediate action is imperative, is waived for the duration of the State of Emergency declared in Executive Order 2020-04.
4. To further implement these orders and recommendations, the requirement in RSA 91-A:2, III(c), that each part of a meeting of a public body be audible or otherwise discernible to the public "at the location specified in the meeting notice as the location of the meeting," is waived for the duration of the State of Emergency declared in Executive Order 2020-04 so long as the public body:
 - Provides public access to the meeting by telephone, with additional access possibilities by
 - video or other electronic means;

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- Provides public notice of the necessary information for accessing the meeting;
- Provides a mechanism for the public to alert the public body during the meeting if there are problems with access; and
- Adjourns the meeting if the public is unable to access the meeting.

Coates then outlined the rules of the meeting;

1. Public has an opportunity at the beginning of the Commissioners Meeting under “Public Comment” to speak. Community input will not be allowed after that point, unless recognized and allowed by the Chair of the Commissioners.
2. All votes will be Roll Call and when recognized, we are asking that you re-state your name and yes or no
3. If you have a question or motion that you would like to ask to put forward, please state the following, “Mr. Chair, Commissioner (your name) has a question or motion”.
4. If you are having issue hearing the call, please text or call the County Administrator at 603-313-9002.
5. Please mute your phones so background noise won’t interfere with the meeting.
6. This meeting has been posted on our website so that the community, department heads and media can listen into the meeting.
7. This meeting is utilizing a Zoom Platform so listeners can join us via audio or audio/visual.

Commissioner Weed opened the meeting and recognized Director Welsh who discussed Master Agenda Item #763: Behavioral Health / Drug Court – Semi-Annual Report. Welsh presented the following slides and reviewed the data with the Commissioners taking questions as she presented the data.



COVID Operations: Community Supervision

- Office visits suspended- check-ins are either by email or phone
- Home visits currently suspended
- We are using GPS monitoring and the alco-sensor to aid in supervision

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COVID operations: Treatment

- All aspects of treatment are running via telehealth (We had one week of cancelled groups)
 - Seeking Safety Group (trauma)
 - Moral Recognition Therapy (criminal thinking)- Thinking for Change
 - Anger Management
 - Mindfulness
 - Men's and Women's Group
 - Individual Therapy (some have increased to 2 times per week depending upon need)
 - Yoga on Fridays
 - Relapse Response Group
 - Process Group
 - New assessments beginning week of 5/18/20
 - Case Management 1 to 2 times per week also increased



COVID operations: Court

- Weekly Drug Court sessions via Zoom began the end of March
- New participants coming in on a case by case basis
- All participants attend court through Zoom with compliant participants being addressed first
- Participants are required to attend by video
- Phones and phone cards have been provided to participants that did not have them so they can attend court and telehealth sessions
- We have had two virtual graduations and quite a few phase promotions. We do not plan on holding anyone back as a result of the pandemic

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**Overdose Death Rates Cheshire County
2019 Compared to 2020**

For 2019, Cheshire County had 16 drug deaths. Further data regarding the 16 deaths will be available at a future date. Provided by Kim Fallon, Medical Examiner's Office.

Year	# Drug Deaths
2008	2
2009	8
2010	12
2011	17
2012	13
2013	14
2014	17
2015	11
2016	17
2017	17
2018	32
2019	16

Total for 2019 = 10

- 2 were deemed suicide
- 7 were deemed accidental, predominately Fentanyl related
- 1 is pending, awaiting ME report

Total for 2020 through April = 3

- 1 was oxycodone intoxication (accidental)
- 1 is awaiting toxicology from the ME's office possible cardiac event
- 1 is awaiting toxicology from ME (from April) likely Fentanyl

The Commissioners thanked Welsh for her report and then took-up Master Agenda Item #764: Safety Department - Semi-Annual Report – Kroupa began by referencing her written report (provided here) and discussed the key elements, taking questions as the report was discussed.

To: Cheshire County Board of Commissioners
From: Julie Kroupa, Safety Officer
Date: May 5, 2020
RE: Quarterly Report to the Commissioners

Listed below is a summary of the current and on-going projects for the 4th quarter of 2019 and 1st quarter of 2020

Conducted an Active Shooter Drill at Maplewood on October 29th 2019. State and local police, Sheriff's Office, SWAT Team, DOT, Fire Department and all MNH Departments were involved. Created an after-summary report to use in New Employee/Annual Orientation to supplement our Run/Hide/Fight Training.

Ongoing Construction project at Maplewood- Weekly Infection Control Risk Assessment meetings with Facilities, Assistant Director of Nursing/Quality Assurance and Infection Prevention, Safety and Construction to ensure resident and staff safety and troubleshoot issues that arise.

Attended the NHAC Conference in October 2019.

Conducted live Fire Extinguisher Training for all employees of Maplewood, October 2019. Will be pursuing options for training Keene Campus and DOC employees. MNH Annual training scheduled for

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October 2020, with possibility of additional training in May 2020? for Kitchen employees while using temporary space due to construction.

Continue to train MNH employees on the new Disaster Plan along with on-going testing of the plan, including updating policies as needed. Changes are distributed quarterly.

Currently working to create a Safety Policy Manual. Many policies have been completed and more to come.

Fire drills were held in accordance with state and local regulations for Maplewood and Keene Campus. DOC handles theirs internally.

Annual Safety Training for DOC completed for 2020. Maplewood does annual/new employee training every two weeks ongoing. Annual Safety Training for Keene Campus will be pushed back to summer/early fall due to COVID-19.

Completed all emergency equipment inspections and replaced items as needed- completed on a weekly/monthly schedule.

2020 Annual MNH Entrapment Survey on hold due to COVID-19. All new beds configured to be safer, less entrapment zones.

Medical Evaluation and Fit Testing of 5 MNH nurse supervisors for N95 masks. More to be added each year, including staff at DOC and Sheriff's Office.

Annual respirator fit testing for 2 Water/Wastewater Treatment Plant Operators.

Renewed the annual PRIMEX PRIME3 Certification for 2020.

Continues to maintain an active role in the Greater Monadnock Public Health Network, the Granite State Health Care Coalition, Regional Planning Committee, Healthcare Emergency Preparedness Alliance, the Healthcare Workforce Group and the Public Health Emergency Coordinating Committee. Will be pursuing MACE training this year.

Ensure all the MNH Transportation department drivers who transport residents driving record and/or defensive driving certificates are current.

Developed the agendas, created and distributed all the meeting minutes for the MNH Complex Safety Committee, Keene Safety Committee and the Cheshire County Joint Loss Management Committee. Meetings are currently on hold due to COVID-19.

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The Cheshire County JLMC and the Campus Safety Committees are responsible for inspecting all County-owned facilities, generating an inspection report and submitting the results to the responsible departments. Inspections are ongoing.

Ongoing management of the Worker’s Compensation and the Temporary Alternative Duty program. Programs are current with the compensation process and are in compliance.

Working closely with our insurance company, PRIMEX, benchmarks are set every year to assist in areas that need strengthening. 2019 and 2020 Benchmarks are: Average number of claims under 34 (2019:28; 2020:11), Average number of material handling/resident transfer claims under 13 (2019:6; 2020:3) and Average number of Slip/Trip/Fall claims under 5 (2019:3; 2020:2).

Working to meet employee’s ergonomic needs with the review of workstations, adding ergonomic devices and space planning with occasional furniture purchasing.

Member of the committee that organizes employee Health Fairs and Wellness Initiatives at MNH and Keene Campus.

COVID-19:

- *Assisting with Employee Screening for all MNH employees who enter the building*
- *Mandatory use of face masks in the building*
- *Coordinating construction work to try to eliminate non-employees inside the building.*
- *Attending coordinating meetings with Keene State, Cheshire Medical Center, etc. in setting up Surge Center at Keene State.*

Kroupa then reviewed the Workers Compensation claims and presented the following:

<u>Incident Type</u>	<u>Q4 2019</u>	<u>Q1 2020</u>		<u>Department</u>	<u>Q4 2019</u>	<u>Q1 2020</u>
Totals	48	58		Nursing	28	30
Strain/sprain	1	4		Dietary	7	15
Laceration	10	13		Laundry	1	2
Pull				Housekeeping	5	3
Abrasion	1	9		Activities		
Burn	6	5		Rehab		
Puncture				Facilities		2
Eye	1			ALF		

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Bruise	5	2	Social Services		2
Broken bone			IT		1
None	8	7	Corrections Officer	4	3
Pain	10	6	DOC Nursing		1
Concussion		1	DOC Dietary	1	
Respiratory		1	Sheriff Deputy		
Needlestick		1	Sheriff Dispatcher	2	
Other	3	5			
Contusion	1	2			
Bloodborne Pathogen Exposure		1			
Hematoma	1	1			
Animal bite	1				
			Gender		
MNH	41	53	Male	12	10
Sheriff	2		Female	36	48
DOC	5	4			
Other county		1	Shift		
			7-3	22	25
WC Reported	9	10	3-11	15	12
Burn	2		11-7	3	8
Bruise	2		4-12	1	4
Electric Shock		1	12-8	7	9
Pain	4	2	Day of Week		
Sprain		3	Sunday	6	9
Other	1	1	Monday	9	7
Laceration		1	Tuesday	9	4
BBP Exposure		1	Wednesday	4	6
Modified			Thursday	7	11
lost time days		29	Friday	7	15
		43+			
Light duty days		3/9 to current	Saturday	6	1

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Kroupa then discussed updating the County Safety Office Support policy and the Commissioners agreed to take the item up for review and discussion at next weeks meeting.

The Commissioners thanked Kroupa for her report and then recognized Administrator Coates for the Weekly Operations Report:

Coates said that the staff continues to investigate grant funding opportunities as the rules and sources are changing almost daily. He said that as of yesterday, the FEMA grants are no longer required to be matched at 25% by the applicant. On going conversations are also happening with other Counties to help them understand and deal with how to participate in the grant's programs.

Coates then discussed the Zoom meeting for towns around the COVID-19 responses and the opportunities to seek grant funding. He said that some very positive feedback has been received from some of the towns that attended and more meetings for municipalities are being strongly considered.

A discussion of the supplemental payments for the employees began and it was discussed that some of the frontline employees such as those at the Department of Corrections may not be eligible to receive the supplemental payments that other workers are receiving under the CARES act. Following extended review and discussions **Commissioner Weed moved to provide funding to frontline workers who are not covered by the GOFERR funding from the State by utilizing one of the County administered trust funds that was established specifically for a purpose such as this and was informally endorsed by the Commissioners at last week Commissioners meeting. Following a roll-call vote the motion passed unanimously.**

Master Agenda Item #765: Monadnock Region Rail Trail Collaborative Presentation (MRRTC) - Michael Kowalczyk from MRRTC (<http://monadnockrailtrails.org/>) presented and discussed in-depth the work that is being done to complete the rail trail system in the County.

The Commissioners were very interested in the project and asked a number of questions concerning the status of the project and the timelines for continuing work and discussed some of the impediments in completing the work that included right-of-way's and financing.

Sample slides that outline the overall mission and current state of the trail system in the county follow and the complete PowerPoint slide deck that was presented at the meeting can be found on the County website here: <https://www.co.cheshire.nh.us/community/>.

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TrailLink

The Monadnock Region Rail Trail Collaborative Role

An informal group made up of representatives of local municipalities, non-profits and volunteers that recognize the value in collaborating on shared goals and interests for improving the regional rail trails



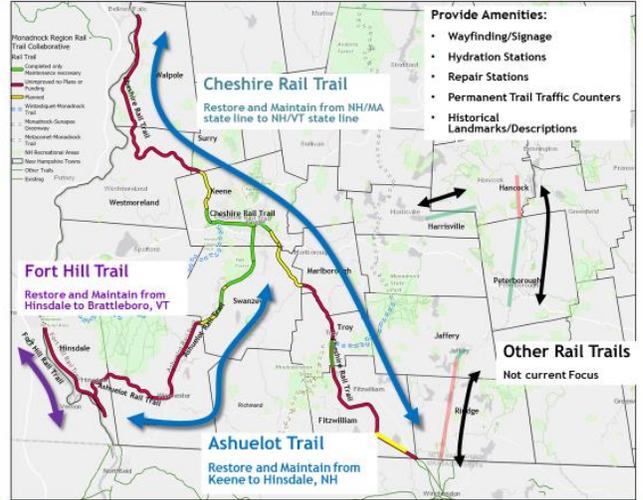
R. R. Bridge, South Keene, N. H.
 An eastbound B&M passenger train steps smartly across the John Arch. That's the D. R. Cole grist mill visible through the arch. South Keene, ca. 1915. Postcard: B. G. Blodgett coll.

"Iron Roads of the Monadnock Region, Volume One", Bradford G. Blodgett and Richard R. Richards Jr.

TrailLink

The Monadnock Region Rail Trails

The Big Picture Plan



Provide Amenities:

- Wayfinding/Signage
- Hydration Stations
- Repair Stations
- Permanent Trail Traffic Counters
- Historical Landmarks/Descriptions

Other Rail Trails
Not current Focus

"Iron Roads of the Monadnock Region, Volume One", Bradford G. Blodgett and Richard R. Richards Jr.

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A lengthy discussion around the various grants that may be available to assist in the development of the project was covered and the possible sources for funding were reviewed.

Coates then introduced Master Agenda Item #766: Maplewood Update COVID-19 Update. Horton then discussed the progress of the Maplewood reconstruction project and the delay of ten weeks that has been experienced due to the COVID-19 pandemic. A through review of the timeline and causes for the delay were covered and the Commissioners discussed the financial impact that is projected to be approximately \$150K and a two-month extension from the original end date of March 2021 to May 2021 were discussed at length. It was discussed that the financial impact can possibly be covered under some of the federal programs that are available to mitigate unplanned cost associated with the pandemic and /or the additional costs may be covered by existing contingency and other previously allocated project funds.

Coates said at the Department Head meeting a discussion about opening potential opening of the Keene Campus at future date to be determined as well as the opening of the Department of Corrections and the Nursing Home when it is considered safe to do so.

Coates then said that a Delegation Leadership meeting will take place tomorrow morning to bring the executive committee up to speed on the COVID-19 impacts on the County and to answer any questions concerning ongoing County responses to pandemic. He said that the work that the senior staff is doing on both a County and State wide basis to minimize the impact on County operations while also seeking

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multiple funding sources to offset the unexpected costs on municipal and County operations will be covered with the committee members.

Old Business:

New Business:

Commissioner Englund then moved to accept the accept Consent Agenda for the approval of the Weekly Manifest and the Minutes from the April 13, 2020 Commissioners meeting and Commissioner Weed seconded the motion. Upon roll-call vote the motion passed unanimously.

At 10:55AM - Pursuant to RSA 91-A (II) (a), (b) and (c), Commissioner Weed moved to go into non-public session to discuss the dismissal, promotion or compensation of a public employee or the disciplining of such employee, without that employee having requested an open meeting and was seconded by Commissioner Englund. Upon roll-call vote the motion passed unanimously.

As a result of deliberations in non-public session a decision was made to temporarily increase the new Interim Director of Operations position compensation that D. M. will assume at the Department of Corrections for a short time period by \$2,000.00 per month and he will fulfill the vacant Superintendent position.

At 11:18AM Commissioner Weed moved to return to non-public session and was seconded by Commissioner Englund. Upon roll-call vote the motion passed unanimously.

At 11:19AM there being no further public business to discuss, Commissioner Englund moved to adjourn until noon and was seconded by Commissioner Weed and upon roll-call vote the motion passed unanimously.

Minutes recorded by:
R. Bouchard, Assistant County Administrator

Reviewed and submitted by:
R. Englund, Clerk