

MINUTES
Cheshire County Commissioners Meeting
Wednesday, April 14, 2021
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

Pin #: 6031233

Present: Commissioners: Jack Wozmak, Robert Englund, and Terry Clark

Staff: County Administrator Coates, Finance Director Trombly, Assisted Living Director Gowen, Department of Corrections Superintendent Iosue, HR Director May, Maplewood Administrator Kindopp, Assistant County Administrator Bouchard.

Guest(s):

At 8:33 AM, Commissioner Wozmak opened the meeting, and County Administrator Coates conducted a roll-call of the Commissioners attending the meeting. Commissioners Wozmak, Englund, and Clark responded as "present."

Commissioner Wozmak 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, II 1 (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, II 1 (c), that each part of a meeting of a public body is 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.
 - Provides public notice of the necessary information for accessing the meeting.

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

Coates then outlined the rules of the meeting.

1. The 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 issues 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 to the meeting.
7. This meeting is utilizing a Zoom Platform so listeners can join us via audio or audio/visual.

At 8:34 AM Pursuant to RSA 91-A:3, II(d), Commissioner Wozmak moved to enter a non-public session to discuss RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled. Commissioner Englund seconded the motion, and upon roll call vote, the motion passed unanimously.

As a result of deliberations in the non-public session, no decisions were made, and no vote was taken.

At 9:53 AM, the Commissioners voted unanimously to return to the public session.

At 10:00 AM, Master Agenda Item #877: Semi-Annual report of the Assisted Living Facility

*Assisted Living Facility
2020 Year-End Report*

The year started out with deficiency-free surveys in both life safety and clinical. The Statewide Transition Plan has been put on hold due to the pandemic. Preparing for the plan is an ongoing project.

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Although staffing has remained mostly stable the year was met with challenges. This was due to a regular employee being out for 5 months on a medical leave and an 11-7 staff member resigning abruptly because of the pandemic and child care issues. Two shifts per week continue to be unfilled with mostly per diem staff covering.

Our census has also been met with challenges as potential admissions were put on hold for most of the year. We had 2 admissions and 8 discharges; 5 to MNH, 2 home, 1 moved to Ga. Currently we have 44 people on the waiting list. Again, admissions were minimal due to the pandemic and potential Residents chose to remain home due to isolation from family.

New policy and procedure manuals were created with ongoing updates. Currently we are working on a new medication education program to be rolled out in February 2021.

We closed our dining rooms at the beginning of the pandemic and the staff was able to be creative with serving meals to the Residents. We found that dining in their doorway with over-bed tables, the Residents had the ability to converse with their neighbors while social distancing. Without being able to join the nursing home activities, we spent additional one on one contact with the Residents and offered inside/outside visits with family.

2020 had many changes and challenges. The ALF staff met them all with their ongoing dedication to the department and most importantly, the Residents. They cancelled vacations and followed the guidance that was continually changing. In the end they kept the Residents safe as evidenced by no positive cases. And, a Resident managed to publish her book which was illustrated by another Resident.

*Respectfully submitted,
Christine Gowen, RN Adm*

The Commissioners and staff asked a number of questions and commended the ALF staff and Maplewood facilities for having deficiency-free State surveys for two years in a row.

Gowen said that all ALF residents and staff are now fully vaccinated. She said in response to a question that there is a wait-list of 40 individuals seeking to move into the apartments.

The Commissioners thanked Gowen for her report, and Coates was then recognized for the Weekly Operations Report.

Coates said that he met with the DHHS staff to discuss Proshare funding for the year. He said that the total funding for the year would about \$4.4M, which is a slight increase from last year.

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Trombly then provided an overview of the potential funding and discussed the various elements that changed the formula that resulted in a larger payout for the year.

Coates said that he received a Right-Know-Request from Paul Cuno-Booth of the Keene Sentinel regarding the information on the Restorative Justice program implemented in the County Attorney's office this year.

Coates said that on April 15th, Cooperative Extension has their monthly advisors meeting at 6:00 PM via Zoom, and some of the Commissioners will try to attend if their schedules allow.

Jessica Landry of the Integrated Delivery Network (IDN) will attend the Commissioners meeting via Zoom review next week and discuss the grant program's target areas. Coates said that the two main service areas were substance abuse and mental health. MFS received funds as well as other local service organizations in the County.

Coates discussed that three interviews were conducted for the vacant Service Link Executive Director position. A discussion of the services and genesis of the program began.

Old Business: None

New Business: None

Consent Agenda: Minutes of 04/07/2021 and Manifests for the week. Commissioner Englund moved the consent agenda and was seconded by Commissioner Clark. The motion passed with unanimous consent upon roll call vote.

General Discussion: None

At 10:43 AM, Commissioner Englund moved to enter a non-public session pursuant to RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Commissioner Clark seconded the motion, and upon roll call vote, the motion passed unanimously.

As a result of deliberations in a non-public session, a decision was made. A unanimous vote was taken to terminate S. P.'s employment based on the Superintendent and Director of HR's recommendation and the preponderance of information brought forth in the Department of Corrections' personnel investigation.

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At 11:22 AM, Commissioner Clark left the meeting for a previously scheduled appointment.

At 11:36 AM, the Commissioners voted unanimously to return to the public session.

At 11:37 AM, Commissioner Wozmak moved to enter a non-meeting pursuant to RSA 91-A:3, II(d) to discuss the consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general Community. Commissioner Englund seconded the motion, and upon roll call vote, the motion passed unanimously.

As a result of deliberations in the non-public session, no decisions were made, and no vote was taken.

At 11:49 AM, the Commissioners voted unanimously to reenter the public session.

At 11:51 AM, there being no further public business to conduct, Commissioner Wozmal moved to adjourn the meeting and was seconded by Commissioner Englund. Upon roll call vote, the motion passed unanimously.

Minutes recorded by:
Assistant County Administrator Bouchard

Reviewed and submitted by:
T. Clark, Clerk