

MINUTES
Cheshire County Commissioners Meeting
Wednesday, November 16, 2022

Maplewood Nursing Home
201 River Road
Westmoreland, NH 03467

Zoom Call-in Number: +1 646 558 8656
Meeting ID: 409 748 8803
Pin #: 6031233

Present: Commissioners Robert Englund and Terry Clark (J. Wozmak absent w/notice)
Staff: County Administrator Coates, Finance Director Trombly, UNH Cooperative Extension Manager, Majewski, Maplewood Administrator Kindopp, and Assistant County Administrator Bouchard
Guest(s):

I. Public Comments

Upon recognition from the Chair, a Public Comment on topics of interest may be made, not to exceed three (3) minutes in length.

II. Elected Officials & Department Head Updates

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

At 9:44 AM, Vice-Chairman Englund opened the meeting, and Administrator Coates took the roll call with Commissioners Englund and Clark responding as “Present.”

III. Scheduled Items

Master Agenda Item #1044: Semi-Annual Report - UNH Cooperative Extension - C. Majewski

Action Expected: To receive a report from the UNH Coop Extension Manager on the operations of the Extension for the prior six months.

Majewski presented the following report to the Commissioners.

Cooperative Extension carries out educational programs that address the issues that are most important to Cheshire County citizens. We focus our efforts in four program areas - Food and Agriculture, Forestry and Wildlife, Youth and Family, and Nutrition Connections - and are available to all Cheshire County citizens via traditional classroom seminars, workshops, volunteer training, one-on-one site-specific consultations, emails, fact sheets, articles and other forms of media and outreach.

We’ve continued to serve the county throughout 2022. Some highlights include:

- 4H is partnering with the Monadnock Regional School District on their Beyond the Bell Project through the district’s 21st Century Learning grant. With this effort, clubs will be starting in three elementary schools and one middle school
- Carl Majewski with Food & Ag has held several programs in the field using new research and practices to make farms more sustainable, including mid-season corn evaluations,

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partnering with Cheshire Conservation District to deliver a soil steamer demonstration at Piccadilly Farm, and a Tri-State Dairy meeting involving Extension from NH, VT, and ME at Windyhurst Farm

- Christine Parshall with Nutrition Connections has been busy with a return to in-person programming, recently working with approximately 30 adults and more than 150 youth. Recently completed or in-progress programs have involved partnering with Behavioral Health, Monadnock Family Services, and area schools
- Natural Resources programming has featured an increased emphasis on adapting to climate change. Matt Kelly has given several presentations focusing on forest carbon sequestration and climate change, most recently at the Monadnock Natural History Conference held in Keene on Nov 12. Matt is also working on a project with Steve Roberge to demonstrate climate-smart harvesting methods for northern red oak.

Upcoming Programs

- 2022 Corn & Forage Meeting
- Forest harvest Tour in Swanzey
- Cheshire 4H Presents
- Nutrition Connections Winter programs (Alstead, Hinsdale, Keene)
- 4H Animal Science Bonanza



Cheshire County Extension by the Numbers

- **53** Public Educational Events
- **96** visits to farms and landowners – **6775** acres
- **167** youth enrolled in 4H clubs
- Continued collaboration with local organizations

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Discussion followed, and the Commissioners asked several questions concerning the staff and programs.

The Commissioners then thanked Majewski for his report took-up Master Agenda Item 1045.

At 10:06 AM, Kindopp was recognized to discuss and conduct the Annual Corporate Compliance Training.

Kindopp provided an overview of the training and a document for the Commissioner's review entitled "Practical Guidance for Health Care Governing Boards on Compliance Oversight."

She then discussed and highlighted the following topics with the Commissioners.

- Expectations for Board Oversight of Compliance Program Functions
- Role and Relationships
- Reporting to the Board
- Identifying and Auditing Potential Risk Areas
- Encouraging Accountability and Compliance

An extended discussion of the genesis of the program and the introduction of the Sarbanes-Oxley legislation that was created in 2002 following the Enron collapse and, ultimately, the 2010 healthcare institution of the program began.

Kindopp explained in detail how the program runs at Maplewood and said that she is designated as the Privacy Officer and Bouchard is the Security Officer for the program. It was learned that there are usually only one or two incidents a year that require investigation and reporting. They are typically attributable to mistakenly sharing data with inappropriate parties or misunderstanding reporting requirements.

Following questions and final review, the Commissioners signed the acknowledgment and understanding of the training document.

Director Trombly was then recognized and discussed a request for Commissioners to consider a policy change for the County tuition reimbursement program that would allow flexibility in using the program as a recruitment and retention program.

Trombly explained the reasons for the request, and the staff and Commissioners discussed how modifying eligibility requirements to participate in the reimbursement program from one year of completed service to a lower requirement with the addition of a signed agreement

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to maintain employment for at least one full year. If the recipient left the employ of the County before the year was completed, then the tuition would be required to be paid back to the County.

Following discussions, Commissioner Clark moved to authorize the modification of the tuition reimbursement plan to a one-year deferred loan program with earlier eligibility. Commissioner Englund seconded the motion, and upon roll call vote, the motion passed unanimously.

Trombly then reviewed the final 2023 Commissioners Budget changes and said that based on the final budget to be submitted to the Executive Committee of the Delegation, the 2023 budget would be \$68,615,780 with \$20,630,161 in taxes to be raised. This represents a 1.85% increase from the previous year.

Following questions and final review, Commissioner Englund moved to recommend to the Executive Committee for their review and approval of the 2023 Commissioner budget as presented. Commissioner Clark seconded the motion, and upon roll call vote, the motion passed unanimously.

IV. County Administrator

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

Coates said an issue with where hunters can park their vehicles on County land during hunting seasons was rectified last week.

Coates then said that he and HR Director May have been working with an immigration attorney to understand the rules for sponsoring nurses who could work at the nursing home and department of corrections to help alleviate the staffing shortages that are being felt throughout the region.

He then said that the new County EMS department has begun to provide interfacility transports for Cheshire Medical Center, and approximately eight transports have been completed thus far this week. He said that the construction of the new EMS facility in Swanzey continues and that the aggressive timeline for an early December opening is being met.

Coates then said that he, Commissioner Wozmak, and Chief Spain would attend a Select Board meeting in Fitzwilliam tomorrow to discuss the EMS services offered to towns that request contract ambulance services.

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- V. **Old Business** None
- VI. **New Business** None
- VII. **Consent Agenda Items:**
Vote to accept the Weekly Manifests for November 16, 2022, and the Minutes of November 09, 2022.
- Commissioner Englund moved to accept the Consent Agenda Items as presented, and Commissioner Clark seconded the motion. Upon roll call vote, the motion passed unanimously.**
- VIII. **Calendar**
Action Expected: Accept the calendar as informational and make necessary changes/additions.
- IX. **General Discussion for Commissioners**
Master Agenda Item #673: Commissioners - State Cost Shifting Letter and Restorative Justice Program
- X. **Nonpublic Sessions**
- XI. **Adjournment**
At 11:25 AM, there being no other public business to discuss, Commissioner Englund moved to adjourn the meeting, and Commissioner Clark seconded the motion. Upon roll call vote, the motion passed unanimously.

Recorded and edited by:
R. Bouchard
Assistant County Administrator

Reviewed and submitted by:
Terry Clark
Clerk, Board of Commissioners