

Regular Meeting of the
Hillsborough County Board of Commissioners
January 20, 2016
Bouchard Building, Goffstown, NH
Minutes of the Public Session
(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. Ziehm, Comm. Holden, Comm. Pappas, P. Coughlin, G. Fisher, B. Moorehead, G. Wenger, C. Monier, M. Castonguay, and L. Stonner.

CALL TO ORDER

Comm. Ziehm called the meeting to order at 9:10 a.m.

Register Coughlin led those present in the Pledge of Allegiance.

ADMINISTRATIVE BUSINESS

Approval of Minutes

Motion:

To approve the minutes of the Board of Commissioner's Regular Meeting held on January 6, 2016. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Supplemental Payroll

Motion:

To approve Supplemental Payroll Registers on the following dates for the following amounts:

- 12/31/15 \$ 226.67
- 01/05/16 5,875.98
- 01/06/16 2,859.39
- 01/08/16 1,336.67
- 01/11/16 5,764.11
- 01/14/16 1,122.90
- 02/20/16 561,097.12

The total Supplemental Payroll is \$578,282.84, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Regular Payroll

Motion:

To approve a Regular Payroll Register dated January 14, 2016 for the amount of \$1,117,554.69, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion

Accounts Payable

Motion:

To approve an Accounts Payable Register dated January 19, 2016 in the amount of \$3,891,970.94, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Sheriff's Extradition Vouchers

Motion:

To approve Extradition Vouchers on the following dates for the following amounts, noting that they have been previously approved by the County Attorney:

<i>Date</i>	<i>Amount of Claim</i>
12/21/15	\$ 86.09
12/21/15	86.09
Grand Total	\$ 172.18 Total Extraditions

Motion to approve Extradition Vouchers made by Comm. Pappas, second by Comm. Holden. Motion carried.

PUBLIC COMMENT ON AGENDA ITEMS

There was no one from the Public who wished to comment on Agenda Items.

DEPARTMENT OF CORRECTIONS

Census

Mr. Wenger noted that Supt. Dionne was not able to make today's meeting; he presented the Department of Correction's (DOC's) Census; he noted that as of January 16, 2016, the total in custody was 459; there were also 8 in the community for a total of 467 in custody. The Census included 359 men; 118 of the men had been sentenced and 241 were being held pre-trial. There were 108 women; 34 of the women had been sentenced and 74 were being held pre-trial. Mr. Wenger noted that the Department of Corrections was holding 36 female inmates from Rockingham County. He informed the Board that 144 individuals were diverted through the Mental Health Courts including 79 from Manchester and 65 from Nashua. He added that there were 2 active weekenders and 1 in the Pre-trial Services Program.

Overtime Impact Report

Mr. Wenger noted that the DOC's Overtime Impact Report for the current Fiscal Year has been included in the Board's packet.

NURSING HOME

Census

Mr. Moorehead noted that the Census at the Nursing Home for the period ending January 14, 2016 was 284; it included 206 Medicaid residents, 32 private pay residents and 48 Medicare residents. He added that the Medicare Census continues to be exceptional and is above budget.

December Revenue

Mr. Moorehead presented the unaudited Revenue for December, 2015. He explained that the budgeted Revenue for Room & Board and ancillaries for December was \$1,978,031 while the actual was \$2,001,400, which resulted in a positive variance of \$23,369 for December.

Year to Date Revenue

Mr. Moorehead noted that the unaudited budgeted Revenue through December for Room & Board and ancillaries was \$11,868,186 while the actual was \$11,899,529, which resulted in a positive variance of \$31,343. He added that the budget for Bed Tax was \$837,500 while the actual revenue for the first quarter was \$866,481, which resulted in a positive variance of \$28,981. Mr. Moorehead explained that the facility is expecting the second quarter Bed Tax payment soon. He noted that the total of all revenues received to date represents a positive variance of \$60,324 and added that the budget is very tight.

Bid # 11-2016 – Negative Pressure Wound Therapy System

Motion:

To approve Bid # 11-2016 for a Negative Pressure Wound Therapy System for the Nursing Home, noting that the recommended bidder is KCI USA, Inc. at a price of \$15,010.

Comm. Pappas asked for details of the bid. The bid failed for lack of a second and Mr. Moorehead provided information.

Mr. Moorehead requested that Bid # 11-2016 be rejected. He explained that while Harbour Medical submitted the lowest bid, the Nursing Home recommended KCI USA, Inc. because the orders that come from the hospitals for a negative pressure wound vac are specific to a KCI wound vac. He added that if a KCI wound vac is ordered and the facility uses a system from Harbour Medical, for example, the Nursing Home would be “out of compliance” with the hospital’s order. He explained that he is requesting the Board’s approval to reject this bid so that he can put it out to bid again with revised specifications that are more specific.

Motion:

To reject Bid # 11-2016 for the Nursing Home, and to re-bid the Negative Pressure Wound Therapy System, as recommended by Mr. Moorehead. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Bid # 12-2016 – Low Air Pressure Mattress System (4)

Motion:

To approve Bid # 12-2016 for 4 Low Air Pressure Mattress Systems for the Nursing Home, the lowest responsible bidder meeting the specifications is Geriatric Medical, Woburn, MA at a price of \$2,813.95 each and a total price of \$11,255.80. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Moorehead explained that low pressure mattresses are utilized for patients with decubitus ulcers.

Mr. Moorehead informed the Board that the Nursing Home has been experiencing issues with obtaining medications for some of its residents. He added that the pharmacy has been threatening to cut off medications for private pay patients who have not paid their bill. He added that he will be speaking with the County’s Legal Counsel regarding the problem and what the past practice has been. He noted that he would not allow a patient to be deprived of his/her medication, even if it meant that the Nursing Home would have to cover the cost; he added that this does not affect Medicare and Medicaid patients whose medications are covered and direct-billed.

Comm. Holden noted that Ms. Bernier is retiring. Mr. Moorehead informed the Board that there will be a retirement party for her on February 19th and he will notify the Board of the time. He added that the Nursing Home is actively looking for a replacement and noted that the position will be a difficult one to fill.

OLD/NEW BUSINESS

Registry of Deeds – NH Dept. of Revenue Administration Audit

Register Coughlin noted that she has provided the Board with a copy of a letter from the Department of Revenue Administration. She added that in the past, the NH Dept. of Revenue Administration provided the Tax Stamps for County Registries, but in December, 2007, Hillsborough County changed its procedure for acquiring Tax Stamps and began obtaining them electronically; at that time, the audits stopped. She explained that there is a new Commissioner who is re-establishing the audit process. Register Coughlin noted that the Auditor found no irregularities and added that he favored the Registry's process and procedures and was pleased that the County conducts annual audits. She noted that he offered a suggestion relative to changing passwords and added that she will address his recommendation.

Mr. Wenger noted that one of the payrolls approved earlier includes disbursement of unused Sick Pay in the amount of \$561,097.12; he asked for the Board approval for the disbursement. He explained that the County is required to distribute those funds prior to the end of January. Following discussion, the following motion was offered:

Motion:

To distribute the unused Sick Pay disbursement with the next payroll scheduled for January 28, 2016. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

There was discussion relative to whether anyone in Hillsborough County was included in the NHAC Legislative Committee call following the legislation at the State level that would affect the County; there are telephonic meetings every Friday; Comm. Holden agreed to get more information.

Comm. Holden explained that the NHAC Finance Committee will meet next week.

Comm. Pappas informed the Board that she attended the recent NHAC Officer's Meeting on January 8th. She suggested that it is important to have one of the Commissioners attend the meetings going forward; Comm. Holden will attend the February meeting and Comm. Ziehm agreed to attend the March meeting.

Comm. Pappas went on to explain that Comm. Maglaras emphasized the need to follow the new Bylaws and spoke of the responsibility that now falls on the new officers to understand their roles and responsibilities. She noted that Executive Director, Ron White, gave an overview of his responsibilities and added that he plans to visit all ten Counties. Comm. Pappas noted that the Treasurer presented a draft budget and remarked that the Treasury balance is \$325,000. She explained that Primex is now requesting rent for NHAC's use of its facility in the amount of \$1,500 a year, which will be included in the budget. She added that a resolution was adopted to allow for continuing the existing budget.

Discussion ensued relative to the NHAC dues and County Department Heads. Mr. Wenger noted that Mr. White, in a recent correspondence, requested that each County identify its Department Heads. There was a general consensus that the some Counties could have greater influence with more Department Heads as voting members.

Mr. Wenger noted that it is important to identify the members who can vote. Mr. Moorehead observed that Coos County, for example, has two Nursing Homes and could therefore have twice the voting members while paying the lowest dues. Also discussed was the importance of every County having an equal vote and that the dues structure be equitable across the Counties.

Mr. Moorehead remarked that Comm. Maglaras discussed uncompensated care and the possibility of tying a portion of the proposed Federal match to the MDS (Minimum Data Set), which is the assessment tool that affects everything in a Nursing Home including care and reimbursement. Comm. Maglaras indicated that the tool lacks the option of addressing the acuity of patients who exhibit mental health and behavioral issues. Mr. Moorehead noted that he replied that it would take forever to have the Federal government change because every State follows the MDS's when reimbursing for Medicaid and/or Medicare.

Mr. Moorehead cited an example of the difficulty of change and explained that the Nursing Home lobbied to have a change in 2002 or 2003 relative to who was authorized to feed a patient; he added that at that time, the rules did not allow a trained Unit Aide to feed patients, but an untrained volunteer or family member could do so. He added that the rule took at least six years to change.

Comm. Ziehm noted that she has been trying to reach Rep. Hinch, and is hoping that she will hear back from him and have an opportunity to share the Board's concerns.

Mrs. Castonguay informed those present that there will not be an Executive Committee meeting the following Friday; the next meeting will be February 26th at 9:00 a.m.

Comm. Ziehm recognized Deputy Chief Deputy Fisher, who informed that Board that the Sheriff's Department has three recruits who are in their third week of Police Academy training. He added that there are still two openings in the department.

ADJOURN

There being no further business to come before the Board, a motion to adjourn was entertained.

Motion:

To adjourn the meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The meeting adjourned at 9:49 a.m.

Approved February 3, 2016

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date