

Regular Meeting of the  
**Hillsborough County Board of Commissioners**  
**February 17, 2015**  
Bouchard Building, Goffstown, NH  
**Minutes of the Public Session**  
(Not Official until Approved by the Board and signed by the Clerk.)

**Present:** Comm. Pappas, Comm. Holden, Comm. Ziehm, J. Hardy, G. Fisher, B. Moorehead, D. Reidy, E. Robinson, J. Vacca, M. Castonguay, G. Wenger, and L. Stonner.

**1. CALL TO ORDER**

The meeting convened at 10:05 a.m. Ms. Robinson led the pledge to the flag.

**2. ADMINISTRATIVE BUSINESS**

Approval of Minutes

**Motion:**

To approve the minutes of the Board of Commissioner's regular meeting held on February 4, 2015. Motion by Comm. Pappas, second by Comm. Ziehm.

Mr. Moorehead requested a change on Page 3 in the last sentence of the third paragraph to read: *"He added that of this morning, the Census is 280 and that includes 49 Medicare residents, which is the highest that it has ever been; it is a significant number."*

**Motion:**

To amend the minutes of February 4, 2014 to include the change requested by Mr. Moorehead. Motion by Comm. Holden, second by Comm. Pappas.

Motion carried to approve the minutes as amended.

**Motion:**

To approve the minutes of the Board of Commissioner's regular meeting held on March 14, 2013. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Payroll Registers

**Motion:**

To approve Miscellaneous Payrolls in the following amounts on the following dates:

- Feb. 4, 2015 \$ 874.43
- Feb. 12, 2015 4,926.78

The total Miscellaneous Payroll is \$5,801.21, subject to review and audit. Motion by Comm. Pappas, second by Comm. Ziehm. Motion carried.

**Motion:**

To approve a Regular Payroll dated February 12, 2015 in the amount of \$1,082,359.78, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable Register

**Motion:**

To approve an Accounts Payable Register dated February 13, 2015 in the amount of \$2,496,437.50, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

#### Budget Transfer # 2015-06

**Motion:**

To approve Budget Transfer # 2015-06 for the Department of Corrections to transfer the amount of \$2,000 from Pharmacy, line 4230-7330, and to transfer a like amount to Snow Plowing, line 4230-7840. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Vacca indicated that the Superintendent neither anticipates there being a shortage in the Pharmacy line, nor does he anticipate needing another transfer for the Snow Plowing line.

#### Budget Transfer # 2015-07

**Motion:**

To approve Budget Transfer # 2015-07 for the Sheriff's Department to transfer the amount of \$45,000 from Health & Accident, line 4211-7120 and to transfer \$40,000 to Sheriff's Overtime, line 4211-701,1 and to transfer \$5,000 to Sheriff's Retirement line 4211-7130. Motion by Comm. Holden, second by Comm. Pappas.

Comm. Holden noted that there is a line in deficit in the Sheriff's Department in the part-time overtime line and noted that the transfer was required due to Overtime usage due to the retirement of a full-time dispatcher and warrants investigations and arrests. She asked if there would be enough money left in the Health & Accidents line. Sheriff Hardy noted that his department anticipates that this transfer will meet the department Overtime needs until June 30<sup>th</sup>. He explained that there has been a full-time Dispatcher on board since December to replace the one that retired, but the department is running 2 Deputies short; 2 Deputies went to the Bedford Police Department in December. He anticipates filling 1 spot in about 2 weeks and there is still 1 spot open, which contributes to the overtime usage.

Sheriff Hardy noted that part-time employees do not typically qualify for overtime, but that is a rarity and will be addressed. Mr. Wenger noted that the deficit will be corrected.

Mr. Wenger emphasized that the Affordable Care Act 30-hour provision went into effect on January 1st; the County is required to offer Health Insurance to employees that are averaging 30 hours or more. He added that it includes per diem employees.

Motion carried to approve Budget Transfer # 2015-07 for the Sheriff's Department.

### **3. PUBLIC COMMENT ON AGENDA ITEMS**

There was no one present from the public who wished to speak on Agenda items.

### **4. DEPARTMENT OF CORRECTIONS**

#### Census

Mr. Vacca noted that the Superintendent is in Court; he presented the Department of Correction's Census. He noted as of February 10, 2015, the total in custody was 445 that included 15 in the community for a total custody of 460; he explained that there were 350 men including 124 that had been sentenced and 226 that were being held pre-trial; there were 110 women; 44 of the women had been sentenced and 66 were being held pre-trial. Mr. Vacca informed the Board that 142 individuals were diverted through the Mental Health Courts; 76 were from Manchester and 66 from Nashua. He added that the DOC was holding 41 female inmates from Rockingham County.

## **5. NURSING HOME**

### Census

Mr. Moorehead presented the Nursing Home Census. He indicated that the Census as of February 12, 2015 was 279; it included 195 Medicaid residents, 36 Private Pay residents and 48 Medicare-Part A residents.

### Bid # 16-2015 – Lateral Rotation Mattress System

#### **Motion:**

To approve Bid # 16-2015 for 2 Lateral Rotation Mattress Systems; the lowest responsible supplier is Direct Supply, Milwaukee, WI; the total price is \$5,789.44. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

In response to a question from Comm. Ziehm, Mr. Moorehead noted that the Lateral Rotation Mattress System is used for patients who either have wounds or are susceptible to wounds on their backs; the mattress will adjust itself so that the part of the body that is susceptible to skin breakdown will not touch the mattress. He added that it is used to prevent or heal patient wounds and noted that with the increased acuity that they are seeing, there is a need for more of these beds, further adding that they are seeing a huge increase in patients being admitted with wounds. He explained that the facility has approximately 30 of these mattresses, but will probably need more.

### January Revenue

Mr. Moorehead presented the January Revenue, noting that it is unaudited. The budgeted amount for Room & Board and Ancillaries was \$1,930,454 while the actual was \$1,955,399 for a positive variance of \$24,945.

### Year to Date Revenue

Mr. Moorehead presented the Year to Date Revenue, noting that it is unaudited. He explained that the budget amount for Room and Board and Ancillaries was \$13,513,178 while the Actual was \$13,684,043 for a positive revenue variance of \$170,868. Additionally they have received Bed Tax (MQIP) for 2 quarters; it was budgeted at \$1,600,000 but the actual revenue came was \$1,682,307 for a positive revenue of 82,307; those positive variances combined equate to a total positive Year to Date Revenue variance of \$253,172.

### Managed Care Organizations (MCO's) Update

Mr. Moorehead informed the Board that there was an announcement the previous week at a Sub Committee meeting that indicated that Phase II of the NH Managed Care Change has been postponed for a year and will start on July 1, 2016, and that enrollment for patients who had opted out during Phase I will begin on July 1, 2015. He noted that the postponement of Phase II will give the State more time to work with the MCO's and it allows another full year of Bed Tax and ProShare, which will be paid in June. The State has indicated that Bed Tax and ProShare can't be paid separately after Phase II goes into effect, so this allows another year to work out the details; it is an issue because the County Nursing Homes receive MQIP and ProShare, but the private facilities only receive MQIP.

Mr. Moorehead noted that he has requested feedback from the Directors of Rehab and Nursing to take a look the rates for per diem staff because the facility is beginning to see an issue with recruitment and/or retention of Physical and Occupational Therapists and Physical and Occupational Therapist Assistants (PTA's & COTA's) as well as RN's and LPN's that are per diem. He noted that the per diem rates have not increased in more than five years and added that it is time to take a look at that in the next month. He added that it is especially important because Therapy is a revenue producer and without an adequate number of Therapists, it could impact revenue. It is a particular issue for those per diems who cover Saturdays, days off, sick and vacation time as well as medical leaves. He added that he will be returning to the Board with recommendations within the next 30 days.

## **6. OLD/NEW BUSINESS**

Mr. Wenger noted that Chemical Worker's negotiations are scheduled for this afternoon at 1:30 and the Sheriff's negotiation initial meeting is scheduled for the following morning at 10:00 a.m. Comm. Ziehm will cover this afternoon's meeting and Comm. Holden will cover the meeting the following day. He added that a request has been received to engage in negotiations with the Teamster's County Attorney's and Teamster's Department of Correction's groups.

Ms. Castonguay informed the Board that Rep. Kermit Williams submitted a bill regarding Transfers in Hillsborough County. The Bill permits the Executive Committee to set an upper limit for transfers that must be submitted to the Executive Committee for its approval; it voted the previous September to set that limit at \$2,500, but the new Executive Committee could change that amount.

Discussion ensued relative to other bills that have been given consideration.

In response to a question from Comm. Ziehm relative to the NHAC getting an Interim Director, Mr. Wenger responded that the group will be meeting the following day and he will likely have more information at that time.

Following a discussion of the Out of State Travel line in the Commissioner's Office of Administration and Finance, Comm. Ziehm indicated that she would not be requesting any Out of State Travel; Mr. Wenger indicated that additional travel was not planned for staff in the Department; the Board agreed that Commissioner's Holden and Pappas would split the \$1,000 in that line for Out of State Travel.

## **7. PUBLIC COMMENT**

There was no one present who wished to comment.

## **8. NON-PUBLIC SESSION**

There were no requests for Non-Public Session

Comm. Holden asked about the third floor at Temple Street. Ms. Robinson indicated that they are finishing up minor items, but any further decisions to be made by the Board are being held in abeyance until the Board meets there and has had an opportunity to look through the building.

## **9. ADJOURN**

Lacking further business, Comm. Ziehm entertained a motion to adjourn. The meeting adjourned at 11:32 a.m.

### **Motion:**

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

*Approved on March 11, 2015*

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Comm. Toni Pappas, Clerk  
Hillsborough County Board of Commissioners

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Date