

Regular Meeting of the
Hillsborough County Board of Commissioners
March 18, 2015
Department of Corrections, Manchester, 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, P. Coughlin, P. Boardman, D. Dionne, G. Fisher, C. Kirby, B. Moorehead, D. Reidy, L. Vallee, M. Castonguay, G. Wenger, and L. Stonner.

1. CALL TO ORDER

The meeting convened at 10:02 a.m. Register Coughlin led the pledge to the flag.

2. ADMINISTRATIVE BUSINESS

Payroll Registers

Motion:

To approve a Miscellaneous Payrolls dated March 12, 2015 in the amount of \$1,872.43, subject to review and audit. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Motion:

To approve Regular Payroll dated March 12, 2015 in the amount of \$1,072,655.53, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Accounts Payable Register

Motion:

To approve Accounts Payable Registers in the following amounts on the following dates, subject to review and audit:

- March 10, 2015 \$ 28,041.69
- March 18, 2015 208,361.12

The total for Accounts Payable is \$236,402.81, subject to review and audit. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

3. PUBLIC COMMENT ON AGENDA ITEMS

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

4. DEPARTMENT OF CORRECTIONS

Census

Supt. Dionne presented the Department of Correction's Census. He noted as of March 10, 2015, the total in custody was 446 in addition to 13 in the community for a total custody of 459; he explained that there were 351 men including 124 that had been sentenced and 227 that were being held pre-trial; there were 108 women; 49 of the women had been sentenced and 59 were being held pre-trial.

Supt. Dionne informed the Board that 144 individuals were diverted through the Mental Health Courts; 78 were from Manchester and 66 from Nashua. He added that the DOC was holding 36 female inmates from Rockingham County.

Overtime Impact Report

The Overtime Impact Report was included in the Board's packet.

Supt. Dionne addressed the concern raised by Rep. Hopper at the last Board meeting relative to AA members and others being willing to run AA meetings at the DOC but not being allowed to do so because of a certification issue. Supt. Dionne indicated that he welcomes any volunteers willing to help; however, there are requirements that have to be met. Before volunteering, an individual is required to sign an authorization for a release of liability and a background check, and attend an orientation that is specific to the Valley Street Jail. He indicated that while the State may have a Certification, his facility does not. Once the background check is complete, interested individuals must attend an Orientation so that they can become familiar with the Rules & Regulations and with the operations at the Valley Street facility, which are much different than the than the State Prison.

5. NURSING HOME

Census

Mr. Moorehead presented the Nursing Home Census. He indicated that the Census as of March 12, 2015 was 281; it included 199 Medicaid residents, 38 Private Pay residents and 44 Medicare-Part A residents.

February Revenue

Mr. Moorehead provided a Revenue update; he explained that the budgeted Revenue for Room & Board and ancillaries for February was \$1,930,454 while the actual Revenue was \$1,795,174, which resulted in negative Revenue for the month of \$135,280. Mr. Moorehead explained that he is not concerned about the negative variance because February is a short month.

Year-to-Date Revenue

Mr. Moorehead explained that the budgeted Revenue for Room & Board and ancillaries through February was \$15,443,632 while the actual was \$15,479,218, which resulted in a positive variance of \$35,586. Additionally, the budgeted MQIP Revenue through February was \$1,600,000 while the actual was \$1,682,307, which resulted in positive Revenue of \$82,307. The 2 positive variances combined represent a year-to-date positive Revenue of \$117,893.

6. OLD/NEW BUSINESS

Mr. Wenger presented Southern NH Services' annual request to use a plot of the County's land across from the Complex for its Community Garden project from May 14th through September 30th; a Certificate of Insurance has been provided. He requested that the Board consider the request.

Motion:

To approve Southern NH Services' annual request to use County land across from the Complex for its Community Garden project for the period of not before May 14, 2015 and not after September 30, 2015.
Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger provided the Board with a request from County Treasurer, David Fredette, to appoint Ruth E. Raswyck as a Deputy Treasurer for Hillsborough County.

Motion:

To approve Ruth E. Raswyck as Deputy Treasurer for Hillsborough County. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. Wenger referred the Board to the Draft letter to NH House Finance Committee Chairman Rep. Neal Kurk; it states the County's concerns related to proposed changes in HB 2 and the significant increases in the CAP as well as the proposed elimination of the "credit."

Motion:

To approve the Draft letter to Rep. Kurk. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Moorehead explained that he heard that in addition to the changes in the CAP, there has been discussion about the State pulling back about 25% of the MQIP. He will try to gather more information related to this issue.

Mr. Wenger noted that the Board has had the Audit to review and asked if it wished to move to accept the Audit as received.

Motion:

To approve the Audit as it was presented at the Board's last meeting. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Mr. Wenger informed the Board that the County's Health Insurance provider (the NH Interlocal Trust) voted at its last meeting to declare a return of surplus to members in the amount of \$495,000. The County will be getting a portion of that as a credit over the next several months.

Comm. Holden distributed an update on the NACO Legislative Conference she recently attended. She noted that she participated in a conference call this morning and there were updates on the "Waters of the U.S." and Marketplace Fairness.

Comm. Pappas reported that she also attended the Conference, various committee meetings and workshops and was re-elected as President of the Northeast Caucus. She added that Comm. Bronwyn Asplund-Walsh and she visited Sen. Ayotte and Congressman Guinta; they asked Congressman Guinta to co-sponsor a bill that would exempt Pre-Trial County Inmates from being prevented from receiving Medicaid. She noted that the bill is being co-sponsored by Congressman Hastings from Florida and they would like to also get support from a republican. She indicated that she would be proving Supt. Dionne with the information with the hope that he can "keep the ball rolling."

Mr. Moorehead informed the Board that CMS (Center for Medicare & Medicaid Services) has changed some of the criteria for the 5-Star Nursing Home rating. He added that while the re-scoring was done in either late February or early March of this year, the Nursing Home has not had a survey done since September, 2014. Prior surveys were done in 2013 and 2012. He further added that the 2013 and 2014 surveys were deficiency free and the 2012 survey had 3 minor deficiencies. Mr. Moorehead explained that prior to March, the Nursing Home had a 5 Star overall rating with a 4 Star survey, 4 Staffing and a 5 Star for Quality Measures, but after the revised survey criteria came out, the Nursing Home has been rated a 4 Star in all areas; he noted that he has no understanding of what that would be based on because the rating has always been primarily based on the survey and there has not been a survey done at the facility since September. He explained that he sent an email to Dr. Lambrukos, NH Dept. of health & Human Services, asking for an explanation of how this could happen when

there has not been a revised survey. He remarked that he will keep the Board informed if there is more information.

Mrs. Castonguay informed those present that the Executive Committee will meet on Friday, March 27th at 9:00 a.m. to be immediately followed by the Budget Orientation.

Mr. Wenger introduced Linda Vallee who is the new Office Manager at the County Attorney's office and welcomed her. He noted that this would be a first budget year for her and for Chief Deputy Fisher.

7. PUBLIC COMMENT

There were no members of the public present who wished to comment.

FY 2016 Budget Discussion with Departments

Mr. Wenger distributed a Budget Overview sheet that reviewed Fiscal Years 2003 through 2015 as well as the County Monthly Financial Report to the Board of Commissioners for the month of February, 2015.

Mr. Wenger requested that the Departments review the Salary Sheets, make any changes, and get them back to his office as soon as possible so that Mrs. French can then calculate a 27th "dummy" pay. The system is set up for 26 pay periods; however this year has a 27th pay period that has to be calculated separately for the Departments. Once calculated, the Salary Sheets will then be returned to the Departments with the additional information for a final review. Mr. Wenger reminded those Departments that have shift differentials, overtime and hazard duty pay to remember that the 27th week needs to be included in those calculations.

Mr. Wenger noted that the Board will meet on April 1st; he added that the meeting with Departments scheduled for April 9th will start at 1:00 p.m. He added that Rick Jones from the Interlocal Trust will be here at 10:00 that morning to hold a general discussion about the Affordable Care Act; which will give the Departments an opportunity to discuss any issues. He noted that the meeting is open to anyone in the Departments that the Department Heads and Elected Officials want to include.

Mr. Wenger noted that the County is proposing that the Board approve a look-back period of 12 months that would include the period from 4/1/14 through 3/31/15.

Mr. Wenger reviewed the current budget, noting that an item of consequence is the Undesignated Fund Balance. He explained that the County started the year with an Undesignated Fund Balance of \$5,784,680 and \$2,811,555 of that was used to balance the current budget, which leaves \$2,973,125 in the Undesignated Fund Balance.

Mr. Wenger noted that during the budget process, relative facts to consider include:

- A 1% budget increase = \$866,985.
- A 1% Tax Increase = \$480,741.
- 1% Salary & Wage, line 7010, increases costs \$336,200.
- 8.2% Health & Accident Insurance, line 7120, increases Costs by \$623,994.

He added that the County is in the process of negotiating with all 6 of the County's bargaining units; there has not been an agreement reached with any of them. The budget presented to the Board of Commissioners will not reflect any salary increases; however, because of the County's performance-based programs, the salary lines for all Departments will be increased because they will include the full year increase for anyone who received it in FY15. He added that the employer contributions for the Retirement lines have also increased.

Mr. Wenger added that the majority of the Departments are operating within the budget but budgets are tight resulting in many transfers.

Mr. Moorehead pointed out that if the County has another year like the current one, the Surplus will be gone. Mr. Wenger offered that using any of the General Fund Balance to balance the budget would be ill-advised. He added that the Revenues were sufficient for a number of years so that the County did not have to use any of the Undesignated Fund Balance, however, for the past couple years the County has been using it. He further added that generally, the County should maintain an Undesignated Fund Balance of between 7% and 15%, and the County's General Fund is far from that at this point.

Mr. Wenger explained that the Nursing Home, for Audit purposes only, is treated as a separate entity. He added that for years other Departments were supporting the Nursing Home, but around 2009 that changed from an Audit standpoint. The Nursing Home is in a positive net position and there may be discussion relative to transferring funds from their Fund to help balance the budget and address some of the infrastructure issues that have not been addressed for a number of years.

Mr. Moorehead explained that he is always concerned with how the Medicaid rate is calculated; the rate was recently reduced 2.9% in New Hampshire, but fortunately his budget should be okay because the previous rate was higher and offset the reduction. He added that he will not have the new rate in April when the budget is being developed; the rate for July and January is not yet available. He indicated that he had heard that the "credit" was added back, the CAP was increased, and there has been discussion that there would be a 25% cut in MQIP; these factors could be an issue with the Nursing Home's budget. A tightening in the labor market, particularly with RN's and LPN's may also affect the budget.

Discussion ensued relative to an increase in the amount to be raised by taxes, how money has been returned to the taxpayers in previous years, and the growing opinion among Executive Committee members that Surplus should be used to reduce taxes.

8. NON-PUBLIC SESSION

There were no requests for Non-Public Session

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 April 15, 2015

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date