

Regular Meeting of the
Hillsborough County Board of Commissioners
March 23, 2011
Bouchard Building, Goffstown, NH
Minutes of the Public and Non-Public Session
(Not Official until Approved by the Board and signed by the Clerk.)

Present: Comm. S. Ziehm, Comm. C. Holden, Comm. M. Pappas, P. Coughlin, D. Hogan, M. Castonguay, C. Kirby, B. Moorehead, J. O'Mara, D. Reidy, E. Robinson, G. Wenger, and L. Stonner.

1. Call to Order

Comm. Ziehm called the meeting to order at 10:05 a.m.

2. Pledge to the Flag

G. Wenger led the Pledge of Allegiance.

3. Timber Harvest

Mr. Wenger introduced Jonathan Nute, County Forester. He explained that a County Timber Study was conducted 4 or 5 years ago by Mr. Nute; the purpose was to establish a plan for harvesting the trees on County land. He explained that the previous year, Mr. Nute was asked to move forward to develop a plan to harvest the timber and generate income for the County.

Mr. Nute distributed a map of the County property and informed the Board that a timber harvest in 2012 would generate approximately \$23,000 in gross revenue; a timber tax must be paid; the net income would be approximately \$20,000. Mr. Nute indicated that he has a list of 21 timber harvesters; he requested the Board's approval to send out a request for bid to timber harvesters. He indicated that he would like to schedule a walk-through for them on April 8th so that they have adequate information to submit a bid.

Mr. Nute suggested that all bids be submitted to the Business Office; he indicated that he will prepare a draft contract and ask Attorney Kirby to review it. Mr. Nute explained that his plan is to have bids due back no later than May 2nd; he will then be able to come back to the Board with information at the Board's May 4th meeting. He requested that the contract be signed by May 14th and that timber harvesting begin May 18th; the harvesting should take about one month.

Mr. Nute explained that this will be the first timber harvest the County has done in 40 years; there are 389 acres; this plan harvests only a section of the land, and with a timber harvesting plan such as he is proposing, harvesting can be done on a different section of the land every 5 or 6 years forever. He noted that the proposed site can be harvested again in 30 years. Comm. Holden thanked Mr. Nute for his work and his expertise. He explained that the trees that will be cut have been sprayed with blue paint. Mr. Nute noted that he will conduct a public tour during the harvest for those who have questions or concerns and there will be signs that a timber harvest will be done.

Comm. Ziehm asked where the revenue will go; Mr. Wenger explained that the revenue will come in the next fiscal year and he will recommend that the funds be used for future development of the land.

Motion: To authorize Mr. Nute to go forward with the timber harvest. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

4. Administrative Business

Minutes

March 10, 2011 Board of Commissioner's Meeting

Motion: Comm. Holden moved to adopt the minutes of the March 10, 2011 Board Meeting, as corrected. Comm. Pappas seconded the motion.

M. Castonguay referred to an inaccuracy on page 4 in the minutes of the last meeting. She requested that the words "Legal Intern" be changed to read: "*Assistant to Legal Counsel.*"

The motion was adopted with the requested change.

March 25, 2011 Executive Committee Meeting

Motion: Comm. Holden moved to adopt the minutes of the February 25, 2011, Executive Committee meeting due to the fact that two Commissioners were present. Comm. Pappas seconded the motion. Motion adopted.

Approval of Payroll Registers

Motion: Comm. Pappas moved to approve the Payroll Register dated March 17, 2011, in the amount of \$1,146,567.56, subject to review and audit. Comm. Holden seconded the motion. Motion adopted.

Motion: Comm. Pappas moved to approve the following Payroll Registers, subject to review and audit:

- dated March 10, 2011 in the amount of \$ 735.15,
- dated March 17, 2011 in the amount of \$ 877.64,
- dated March 17, 2011 in the amount of \$ 1,216.18
- dated March 18, 2011 in the amount of \$ 4,362.47,
- dated March 21, 2011 in the amount of \$ 80.00 for a total miscellaneous payroll of \$7,271.44,

Second by Comm. Holden. Motion adopted.

Approval of Accounts Payable Register

Motion: Comm. Holden moved to approve the Accounts Payable Register dated March 22, 2011 in the amount of \$328,515.30, subject to review and audit. Comm. Pappas seconded the motion. Motion adopted.

Public Comment

Rep. S. Vaillancourt addressed the Board relative to the letter sent to the Board from the Executive Committee. He spoke about serious consequences to State programs resulting from proposed cuts to the

State budget, and its effect on the Towns, Cities and the County. He explained that major cuts have been proposed for Health and Human Services and the Cultural Resources Division may be eliminated.

A handout was distributed relative to a Draft Amendment to HB-2 FN-A-Local. Mr. Vaillancourt expressed his opinion that this bill will pass the House and noted that if it passes the Senate, that bargaining unit employees will become employees-at-will when their contracts expire.

Rep. Vaillancourt re-iterated that the Executive Committee has asked the Department Heads to present budgets with 2 scenarios, one with a 10% cut, and another with a 15% cut. He stressed to the Board that it does not have to present a budget that addresses the Executive Committee's request, but vehemently urged the Board to do so; he noted that if it does not present a budget that meets the request, he will lead the effort to see that cuts are made at the Executive Committee level.

Transfer # 2011-11 – Human Services

Motion: To approve Transfer # 2011-11 for Temple Street to transfer from Security, line 7292 the amount of \$1,100, and from Building Repairs, line 7810 the amount of \$3,400 and to transfer the amount of \$400 to Water, line 7630, and to transfer the amount of \$4,100 to Electricity, line 7610 for a total transfer of \$4,500. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Transfer # 2011-12 – DOC

Motion: To approve Transfer # 2011-12 for the Department of Corrections, to transfer from:

- Medical/Dental-Males, line 7590, the amount of \$30,000
- Medical/Dental-Females, line 7588, the amount of \$2,000
- Clothing & Related, line 7520, the amount of \$3,000
- Food, line 7500, the amount of \$10,000
- Other Supplies, line 7390, the amount of \$10,000
- Education/Training, line 7170, the amount of \$5,000,

and to transfer to:

- Pharmacy, line 7330, the amount of \$60,000, for a total transfer of \$60,000.

Motion by Comm. Pappas, second by Comm. Holden Motion carried.

Transfer # 2011-13 – Complex

Motion: To approve Transfer # 2011-13 for the Complex to transfer from Taxes, Real Estate, line 7850 the amount of \$700, and to transfer a like amount to Gasoline, line 7720. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Transfer # 2011-14 – Complex

Motion: To approve Transfer # 2011-14 for the Complex to transfer from Other Fees/Services the amount of \$6,600 and to transfer a like amount to Fuel Oil, line 7650. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Transfer # 2011-15 – County Commissioners

Comm. Pappas requested that this motion be tabled.

Motion: To table Transfer # 2011-15. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Transfer # 2011-16 – Unemployment Compensation

Motion: To approve Transfer # 2011-16 to transfer from Nursing Home Administration-Insurance-Workers Compensation/Liability, line 4411-7140 the amount of \$20,000, and to transfer from Department of Corrections, Workers Compensation/Liability, line 4230-7140 the amount of \$48,409, and to transfer the amount of \$68,409 to Unemployment Taxes, line 7110. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

The meeting tape commenced at this point.

Transfer # 2011-17

Motion: To approve Transfer 2011-17 for the Business Office. Motion by Comm. Pappas.

Mr. Wenger requested that this motion be tabled until he has an opportunity to meet with the Board in Non-Public Session.

Motion: Comm. Pappas withdrew her motion, and moved to table the Transfer 2011-17 until later in the meeting. Comm. Holden seconded the motion. Motion carried.

Department of Corrections

Census

Supt. O'Mara presented the DOC Census. He noted that as of March 18, 2011, the Census was 509, which included 454 men of whom 326 were being held pre-trial and 128 that have been sentenced. There were 55 women of whom 41 were being held pre-trial and 14 that have been sentenced.

Request for Use of County Land

Mr. O' Mara presented a request for the use of County land by Southern NH Services. He noted that this is an annual request for the Community Garden Project, the garden is located across the road from the Complex; he explained that So. NH Services provides garden plots for low income families who don't have space. He noted that the County is reimbursed the amount of \$140.

Motion: To approve the request for the use of County land by Southern NH Services. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Mr. O' Mara indicated that the Executive Committee must also approve the request for use of land.

Approval of Inmate Transfers

Mr. O' Mara informed the Board of two inmate transfers, one came from Rockingham County and the other from Sullivan County; the inmates were accepted since the Board last met. He asked that the Board approve the transfers and execute the transfer agreements.

Motion: To approve the inmate transfers as stated by Mr. O' Mara. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Following a question from Comm. Ziehm, Mr. O'Mara explained that there is a reciprocal agreement between Counties. Comm. Ziehm indicated that her concern was related to the County accepting additional liability or expenses. He emphasized that while there is not an exchange of cost, the DOC

screens prospective transfers and their medical records and does not accept inmates with medical issues. He noted that if an inmate were sent for outside treatment, the sending County would be billed for the service provided. Mr. O'Mara noted that the number of people sent out to other Counties far outweighs the number that is received by Hillsborough County. He noted that the DOC currently is holding 4 prisoners from other Counties for a total of 63 days. He added that there are 10 prisoners from Hillsborough County that are being managed in other Counties for a total of 2,461 days. He agreed to provide the Board with more detail relative to inmate transfers.

Approval for April – Acceptance of Inmate Transfers

Mr. O'Mara requested that the Board continue its approval for the DOC to accept up to 10 inmates for the month of April.

Motion: To authorize Supt. O'Mara to accept up to 10 inmates from other Counties for the month of April. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

7. Nursing Home

Census

Mr. Moorehead presented the Nursing Home Census and explained that as of March 17, 2011, the census for the Nursing Home was 279 total patients/residents, which included 1 "bed-hold;" there were 200 Medicaid residents, 44 self pay residents, and 34 Medicare Part A residents. He noted that this represents a strong census and a positive mix. He explained that the "bed-hold" is a bed that is being held and paid for by a resident who is temporarily in the hospital, and who wishes to return to that bed. He noted that the charge for the bed varies, but currently the rate is \$265/day.

February Revenue

Mr. Moorehead reviewed February Revenue. He noted that the budgeted revenue (Room & Board) was \$1,683,196 while the actual revenue was \$1,613,424. He explained that there was a negative variance of \$69,772, which is primarily due to February being a short month.

Positions Funded at \$1

Mr. Moorehead requested the Board's approval to fill six \$1 positions, noting that the positions and justifications for filling them were included in the request in the Board's packet. He noted that the first 5 listed positions have been filled based on prior Board approval of this procedure; the COTA (Certified Occupational Therapy Assistant) position will be recruited the following week. He explained that the COTA position is fully billable through Medicare Parts A & B.

Comm. Holden questioned the cost savings and salaries for the remainder of the year. Mr. Moorehead explained that he does not have the total salaries but noted that he believes that the full cost of all the positions will be covered by remaining funds in the current budget.

Motion: To table action on the request because the Board does not have enough information. Second by Comm. Pappas for the purpose of discussion.

Comm. Holden asked if she was correct in her understanding that all the aforementioned positions that were filled had been funded at \$1. Mr. Moorehead responded that all are filled except the COTA position. Comm. Holden asked if this action was done backwards because there were already people in

these positions. Mr. Moorehead responded that he was following a policy that was previously approved by the Board, and that typically, the positions are covered by the budget because of resignations.

Comm. Pappas withdrew her second. The motion failed for lack of a second.

Comm. Pappas asked for clarification regarding whether the positions have been filled already. Mr. Wenger explained that Mr. Moorehead has followed the Board's policy.

Motion: To approve Mr. Moorehead's request to fill the \$1 positions as stated by Mr. Moorehead. Motion by Comm. Holden, second by Comm. Pappas. Comm. Holden abstained; Comm. Pappas and Comm. Ziehm supported the action. Motion carried.

Comm. Holden noted that she will address the \$1 positions during the upcoming budget process. Mr. Moorehead responded that these positions are to increase billing and maintain compliance with the higher acuity due to an increased population the Nursing Home has experienced in the last year and one-half.

Laundry Position Change Request

Mr. Moorehead requested that the Board approve the elimination of a vacant full-time laundry supervisor position (#905612002) and that it be replaced with a full-time laundry worker position. He explained that this action will result in a savings of \$15,933.

Motion: To approve Mr. Moorehead's request for the laundry position change. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

County Attorney

Federal work Study Contract with UNH Law

Attorney Hogan requested that the Board authorize himself or the Chair to sign a contract with UNH School of Law for the Federal Work Study Program; the contract calls for the County to reimburse UNH Law School \$3/hour after UNH Law pays \$12/hour for a second year law student. The Board discussed the impact this action would have on the current and next budget. Attorney Kirby has reviewed the contract; she informed the Board that the contract has the standard County-required 30-day out clause.

Motion: To authorize the Chair to sign the contract with UNH School of Law for the Federal Work Study Program. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Old/New Business

Letter from Delegation Chair

Mr. Wenger addressed the letter received from the Chair of the Delegation relative to a proposal for 2 scenarios, a 10% and a 15% cut in the budget. He asked the Board if it wished to respond in any way. Comm. Holden noted that she has questions and suggested that the Board may wish to address those questions in a letter to Rep. Seidel. Comm. Holden referred to the budget overview and the excellent presentation that Mr. Wenger gave at the last meeting, noting that the minutes of the March 10th meeting have the details of the presentation. She noted that while the amount to be raised by taxes has increased 25% over the past 15 years, the average increase is 1.92% per year; she emphasized that over the past 2 years, the amount to be raised by taxes has decreased.

Comm. Holden reported that the current budget is an 87 million dollar budget; 30 million dollars of that is determined by the State Government and approximately 57.3 million dollars represents the expense for services that the County provides. She remarked that of the 57.3 million dollars, 44.8 million dollars is directly related to employee expenses. Comm. Holden noted that in the current budget, there are 11.2 million dollars in one-time revenues, which are primarily related to Stimulus funds. Referring to the Executive Committee's letter, Comm. Holden asked, "What does the 10% come out of...the 87 million, the 57 million, or is it the 11 million?" She explained that the request is not clear. Following discussion, the Board agreed to acknowledge receipt of the letter and thank them for their input.

Peterborough CDBG Follow up

The Board discussed the CDBG request. Comm. Holden noted that the requested amount has been reduced by approximately half. Comm. Holden favored approving the request.

Motion: To approve the CDBG grant proposal at the reduced amount, subject to available funding. Motion by Comm. Holden, second by Comm. Pappas.

Comm. Ziehm noted that she does not favor approval and believes that spending should stop because the National Debt is a great security threat to the nation. Comm. Pappas noted that this does not actually add any cost to the County; it will come from Stimulus funds that will go elsewhere if not used by New Hampshire.

Motion carried with Comm. Ziehm voting against the motion; Commissioners Pappas and Holden supported the motion.

NACO Legislative Conference Report

Comm. Holden noted that she had provided the Board with a report from the Legislative Conference that she recently attended; she added that most of the Conference presentations are available online; she will email a list to Department Heads and offered to download any programs that they are interested in.

Comm. Pappas explained that she would like to attend the NACO Board meeting from May 18-19, and noted that it would conflict with the May 18th Board meeting. She suggested that she is comfortable with the other 2 Commissioners meeting without her. The other Commissioners agreed to leave the May 18th Board Meeting as is. Comm. Holden noted that she has a NACO Audit Committee Meeting on May 18th that she will participate in by conference call.

Mr. Wenger informed the Board that there has been an inquiry from the Association of Counties regarding the County's interest in becoming involved in independent case management; he offered that if the Board is interested in discussing this, it may wish to have Ms. Robinson participate in the discussion. Ms. Robinson indicated that having Counties involved in case management makes sense to her because currently the Counties have no say over the 30 million dollars that is spent annually. She indicated that while there may be some cost related to taking on the responsibility of case management; she explained that the County has spent \$834,288, and if there is a match with Medicaid, that represents \$1,666,576. She further explained that as it is set up currently, "for-profit" agencies are being paid to do case management, and they are making money doing this. She offered that it is her belief that taking on case management will allow the County to have a better idea of people who go into Home and Community Based Care (HCBC) or into Nursing Homes as well as seeing what services people in the County really need, and how best to provide those services. She observed that currently the County has no idea of the needs and no say in how they are met. She summarized by adding that this would give the County a long-term method for providing services in the County in a way that would keep people out of the most expensive care that the County pays for, namely Nursing Homes. Ms. Robinson recommended that the

County give this serious consideration. In response to a question from Comm. Ziehm, she responded that it would be a big project that would involve a significant number of employees. She added that she has requested information from the State so that she would be able to have some idea of the possible cost to the County.

Comm. Holden recommended that the County should look at the case management issue, although she is not sure if this is something the County should do, but suggested that it should keep its options open. Following discussion, the Board agreed that the County should consider the issue of taking over case management and should gather information prior to making any decision. Mr. Moorehead inquired if the State would continue to oversee the program. Ms. Robinson explained that she assumed that the State would play a role and that it might become more limited as the County is more involved. Ms. Robinson noted that eventually, NH Department of Health & Human Services Commissioner Toumpas is looking at having the Counties doing more than just case management for the elderly and HCBC.

Public Comment

M. Castonguay added that Rep. Vaillancourt requested that she distribute a draft of an amendment that was approved at the NH State House of Representatives regarding union employees.

M. Castonguay informed the Board that an Executive Committee meeting would be held the following Friday, at which time a discussion and overview of the budget will be occur.

Rep. Vaillancourt explained that the Draft Amendment before the Board was passed at the State Finance Committee, of which he is a member, by a vote of 18 to 7; he added that the entire State budget would be voted on the following Wednesday.

Rep. Vaillancourt referred to the letter the Executive Committee sent the Board and explained that he presented the motion relative to budget cuts, which passed unanimously. He went on to explain that it was his understanding that the intent was to request that the County budget be presented with 2 different scenarios, a 10% and a 15% reduction from the 87 million dollars in FY 2011. He went on to discuss proposed cuts at the State level and said that his intent is not necessarily to take all the 10 or 15% reduction, but to have the Board prioritize what it would keep and what it would be willing to let go. He went on to say, *“Obviously, from the numbers Comm. Holden stated, you are going to have to cut positions just like the State Representatives told Commissioner Wren, from the NH Department of Corrections to cut 5% of his salaries, and just like you will see Mayor Gatsas cut a tremendous number of fire fighters and 200 paraprofessionals in the Manchester School Department.”* He went on to add, *“To say that the County tax rate has only increased a pittance, which is true, just disregards how the County budget has become bloated because of the reliance on other funds, for example AARA funds last year.”* He went on to say, *“Last year, he was ruled out of order by Rep Pilotte, but he tried to rein in the amount that we were giving for increases for County employees; we have County employees that are making far more than the Governor; if it were up to me, I would start cutting back these things. Again, it is your decision; we just have given you what we would like to see; if you do nothing; we will find it, but we would like some idea of the priorities that you would have. It is not going to be easy, but it wasn’t easy for Ted Gatsas; it wasn’t easy for Neal Kurk when we sat there in Finance for 8 hours and listened to people that can’t even walk coming in to say they can’t afford to see their services cut, or legal assistance for the poor. The Arts for me is an easy cut, but certainly one of the cuts we are stuck with is that program that was put in 2 years ago when the Democrats pulled an ‘end-around’ and brought it in after the Executive Committee had voted against it.”*

Mr. Vaillancourt added, *“83% of the Delegation is now Republican and you are not going to get an ‘end-around’ to add new programs this year. I would certainly start with cutting that entire program, and I*

think you know what I am speaking of; that's just what I would recommend, but again, you're in charge of what you present; we are in charge of the bottom line. Thanks."

Attorney Kirby informed the Board that she has good news to bring to the County; she explained that the previous week, the County received a decision from the Superior Court in the matter of Andrew Roberts vs. Hillsborough County Department of Corrections; she noted that Mr. Roberts had alleged that he had undergone physical attacks by Corrections Officers while at the facility; the case was dismissed on summary judgment by Judge Garfinkle. She offered congratulations to Mr. O'Mara and his staff.

Mr. Moorehead informed the Board that the Nursing Home is in the middle of an in-house Medicaid HHS Audit; he explained that this is done onsite every 5 years; desk audits are done on the other 4 years. He noted that their primary interest is related to Resident Trusts (Resident funds).

Mr. Moorehead invited the Board to attend the Annual Volunteer Appreciation Day; it will be held at 6:00 p.m. on Tuesday, April 5th.

Mr. Wenger noted that the Board has a list of County veterans who have been identified to date. He suggested that the Board may wish to consider sending a letter of recognition from the Board. Following discussion, the Board decided that it would not be feasible to send the large number of Veterans to the NHAC recognition breakfast, but perhaps the Department Heads could attend and each acknowledge their department's Veterans. The Board agreed that the names of the employees be read at the NHAC breakfast, and the Board may consider holding a meeting at the Nursing Home and at the Department of Corrections to recognize them at that level, and may consider some recognition such as a pin or a certificate. The Board agreed to send a letter of recognition and hand out whatever the NHAC provides.

Non-Public Session

Comm. Ziehm entertained a motion to move into Non-Public Session.

Motion: To move into Non-Public Session:

- with County Attorney D. Hogan and Legal Counsel, Attorney Kirby consistent with consistent with RSA 91-A:3 II (a) relative to a personnel issue,
 - with Supt. J. O'Mara and Attorney Kirby consistent with consistent with RSA 91-A:3 II (e) relative to a pending litigation,
 - with Mr. Wenger and Attorney Kirby consistent with consistent with RSA 91-A:3 II (c) relative to matters, which if discussed in public, would affect the reputation of a person.
- Motion by Comm. Holden, second by Comm. Pappas. Holden-yes, Pappas-yes, Ziehm-yes. Motion adopted.

The Board moved into Non-Public Session at 11:35 a.m.

The Board met with Attorney Hogan and Attorney Kirby relative to a personnel issue. The Board met with Supt. O'Mara and Attorney Kirby relative to pending litigation. No action was taken during Non-Public Session.

Motion: To move into Recess. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board moved into Recess at 12:27 p.m.

The Board moved out of Recess at 12:34 p.m. and returned to Non-Public Session.

Motion: To move out of Recess. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

The Board met with Mr. Wenger and Attorney Kirby relative to matters, which if discussed in public, would affect the reputation of a person. No action was taken during Non-Public Session.

The Board moved out of Non-Public Session at 12:48 p.m.

Motion: To move out of Non-Public Session. Motion by Comm. Pappas, second by Comm. Holden. Motion carried.

Comm. Ziehm asked if there was any other action before the Board.

Motion: To remove Transfer # FY2011-17 from the table. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

Budget Transfer # FY2011-17

Motion: To approve Transfer # FY2011-17 to transfer from the Business Office line 7010, Salaries & Wages the amount of \$5,000, and to transfer a like amount to Business Office Outside Wages, line 7013, noting that an unanticipated staff leave has left the Business Office temporarily understaffed; the transfer is requested to facilitate the ability to bring in temporary assistance through the period of the leave. Motion by Comm. Holden, second by Comm. Pappas. Motion carried.

In response to a question from Comm. Holden relative to moving the budget figures to Crystal Reports, Mr. Wenger reported that the financial side of the office attended a Munis/Crystal Report training session the previous day; there will be a follow up training the following Monday; it is his hope that will provide the training necessary to present the budget in Crystal Report format. He further explained that all the financial work in the Business Office is done in Munis, but in order to present the budget in the form that the Executive Committee insisted upon, it is necessary to take the budget from Munis and put it into the Crystal Reports software. He noted that the Executive Committee would not accept the budget in a Munis format and it is a large challenge every year to move the budget figures to Crystal Reports. He explained that the staff person who is out is the only remaining person that is familiar with Crystal Reports.

Comm. Holden noted that she has a flyer from NACO: "*Employer Tricare Supplement*," she noted that this is supplemental insurance Veterans. Comm. Holden informed the Board that she also has the NACO flyer: "*Facts You Should Know*," it is about Municipal Bonds and State and Local Pensions; she added that she has a third flyer: "*Lessons Learned: What You Want to Know about Disaster Recovery*." Mr. Wenger offered to distribute the information to the Departments.

Comm. Holden informed the Board that she recently attended a 4-H event at Milford Middle School where she was a judge for the fashions.

Comm. Holden suggested that she has a list of decisions that the Board should consider prior to the budget process. They include:

- Does the Board wish to approve all grant requests before they are sent out?
- Does the Board wish to include \$1 positions in the FY2012 budget?
- Does the Board wish to approve all new positions?
- Does the Board wish to reconsider using Telephone Polls?

- Does the Board wish to leave the amount of \$5,000 or greater for bids that must come before the Board?

Comm. Holden expressed her concern that the Board did not send a strong message to the Department Heads; she noted that she has considered ways to cut the budget; she explained that a 10% cut represents 8.7 million, a 15% cut represents over 10 million, and a 2% cut translates to 1.4 or 1.7 million. She expressed her opinion that the Board should consider how it wishes to prioritize and have a goal.

Comm. Ziehm referred to the request from the Executive Committee. Mr. Wenger offered that what the Board heard at this meeting was the opinion of one individual; he explained that the message that the Board has sent was “status quo.” He observed that every Department Head is waiting for direction from the Board; he explained that while each Commissioner has an objective, and the objective is to cut, the anxiety level has never been as high as it is currently. He noted that it is the Board of Commissioners responsibility to make a recommendation to the Executive Committee and the Delegation regarding what is required to carry out the responsibilities of the County. He explained that the Executive Committee can respond in any manner that it wishes. He suggested that there are many new Representatives and there is not a familiarity with the budget process.

Mr. Wenger explained that there is no fluff in the County budget and in order to cut, the Board will need to tell the Departments that it wishes to cut services; it is up to the Board to decide if it does not want the County to provide particular services any longer.

Comm. Pappas responded by saying that she favors the status quo; she indicated that she favors the services that the County provides and believes that the board meets its requirements, is not open to liability, and has a good budget; she noted that she sees very little room for cuts. She suggested that she would like to see the Board consider ways to increase revenue and explore renting and/or developing some of its property.

Comm. Holden asked if the Board would be willing at this meeting, to take 1 million dollars and put it into Capital Reserve so that the County would be able to do a Feasibility Study relative to what the County should do with its property, including the Women’s Prison and Temple Street.

Comm. Ziehm raised the issue of Temple Street and the fact that she had investigated the cost of moving the Registry to the Complex. Comm. Holden noted that any action requires full Board approval before moving. The Board discussed how to proceed going forward. Comm. Holden reiterated that an Economic Feasibility would provide direction for the Board. Mr. Wenger suggested that the Board consider parameters for a plan going forward based on the Design Charrette recommendations so that it can present a package to the Executive Committee. He explained that it is not realistic to expect new revenue for FY2012 relative to moving the Registry, but that the Board should look long-term with its plan to generate revenue, move the Registry, and develop County land.

Mr. Wenger reviewed what the Charrette process provided and emphasized the need for a long-term plan going forward and explained that little action has been taken since the Charrette. He stressed the importance of setting priorities and developing a plan that had the unanimous support of the Board before sending anything forward to the Executive Committee; he noted that he is prepared to move forward with a plan once the Board provides input and direction.

The Board discussed possible budget cuts; Comm. Holden indicated that while a program was phased out of the Human Services budget the previous year; the Board was divided about funding the ADDE program that was approved at the Delegation level.

Mr. Wenger added that the actions and statements of the individual from the Executive Committee who spoke today concern him as they are rising to a level of creating what amounts to a hostile work environment, and could be seen as a liability.

Mr. Wenger suggested that the Board may wish to consider requesting that an amount be taken from Surplus and moved to a Capital Reserve Account. He added that he would like to see the Board address one-time revenue and asked for input from the Departments regarding how to cut; he offered that it would be appropriate for the Board to decide if it wishes to send a message that it wants budget cuts and to consider what portion of the Surplus and one-time funds it wants to address. Comm. Pappas indicated that she is hesitant to recommend a specific percentage to cut. Mr. Wenger agreed that it is not feasible to propose to cut a specific percentage because some of the smaller Departments are running a small budget with no room for cuts. Again, he stressed that any cuts represent a cut in programs, and re-iterated that the County has already made cuts that eliminate play in the budget. Comm. Holden noted that it is up to the Board to lead and to present a budget that it is comfortable with. Mr. Wenger noted that the Board could suggest closing the gap that is represented by one-time revenue; he noted that the Departments could respond indicating what the ramifications would be regarding any cuts, and then the Board could have a discussion with a Department head and make an informed decision relative to whether it wants to proceed with the cuts.

The Board agreed to give further consideration to moving the Registry of Deeds to the Complex as well as leasing property and increasing revenue.

The Board was in agreement that it would not recommend selling County property, but would consider leasing/renting.

The Board agreed to acknowledge receipt of the letter from the Executive Committee.

Lacking further business, the Chair entertained a motion to adjourn.

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

The meeting adjourned at 1:50 p.m.

Signed 6/29/11

Comm. Carol H. Holden
Vice Chairman/Clerk
Hillsborough County Board of Commissioners

Date