

Regular Meeting of the
Hillsborough County Board of Commissioners
August, 18, 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. Pappas, Comm. Rowe, P. Coughlin, D. Hogan, D. Dionne, G. Fisher, B. Moorehead, D. Reidy, G. Wenger, M. Castonguay, and C. Monier.

CALL TO ORDER

Comm. Ziehm called the meeting to order at 9:06 a.m.

Those present recited the Pledge of Allegiance.

Comm. Ziehm recognized the recent passing of James DeStefano and his caring nature for the community.

ADMINISTRATIVE BUSINESS

Approval of Minutes

Motion:

To approve the minutes of the Board of Commissioner's Regular Meeting held on August 3rd, 2016.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Supplemental Payroll

Motion:

To approve the Supplemental Payroll registers for the following dates in the following amounts:

08/16/16	\$1,772.99
08/17/16	\$422.16

The total Supplemental Payroll is \$2,195.15, subject to review and audit.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Regular Payroll

Motion:

To approve a Regular Payroll Register dated August 11, 2016 for the amount of \$1,136,701.70, subject to review and audit.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Accounts Payable

Motion:

To approve an Accounts Payable Register dated August 16, 2016 in the amount of \$1,538,393.45, subject to review and audit.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Temple Street County Complex Bid # 17-01 Elevator Maintenance Agreement

Motion:

To approve Temple Street County Complex Bid # 17-01 for Elevator Maintenance Agreement and to award the bid to N.H Elevator, Bedford, NH, the lowest responsible bidder meeting the specifications. Noting the price is \$2,700.00/year and subject to review and approval of the contract by Legal Counsel. Motion by Comm. Pappas, second by Comm. Rowe. 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

Supt. Dionne presented the Department of Correction's (DOC's) Census; he noted that as of August 14, 2016, the total in custody was 455, which included 19 in the community. The Census included 368 men; 107 of the men had been sentenced and 261 were being held pre-trial. There were 87 women; 25 of the women had been sentenced and 62 were being held pre-trial. Supt. Dionne noted that the Department of Corrections was holding 20 female inmates from Rockingham County. He informed the Board that 159 individuals were diverted through the Mental Health Courts including 89 from Manchester and 70 from Nashua.

Overtime Impact Report

Supt. Dionne noted that the DOC's Overtime Impact Report for the current Fiscal Year is included in the Board's packet. He explained that the DOC has approximately 30 vacancies. There were 10 individuals offered the opportunity to start the Correctional Officer Academy in the next 2 weeks, 2 individuals have accepted the offer and they are waiting to hear back from the other 8 individuals. Supt. Dionne added that filling the vacancies has been slow, even though advertising has been prevalent; this lull in filling vacancies can be seen across other Counties and State Prisons.

In response to a question, Supt. Dionne noted that some employees at the DOC are currently working 3 to 4 shifts of overtime a week; some volunteer for a couple of shifts, while others are mandatory. If an employee calls in sick, Supt. Dionne indicated that an employee from the previous shift must stay. Supt. Dionne noted that he has worked with the AFSCME Unit so that Sergeants who are TEAMSTERS are able to help fill some overtime shifts to lessen the burden.

NURSING HOME

Census

Mr. Moorehead provided Census information for the Nursing Home. He noted that the Census, as of August 11, 2016 was 282; it included 203 Medicaid residents, 43 private pay residents and 36 Medicare, Part A residents.

July Revenue

Mr. Moorehead noted that, since July is the first month in the fiscal year, the presented July Revenue is the current year-to-date Revenue. Mr. Moorehead presented the unaudited Revenue for July, 2016. He explained that the budgeted Revenue for Room & Board and ancillaries for July is \$1,981,057 while the actual is

\$2,026,502, a positive variance of \$45,445 for the month. Mr. Moorehead noted this is a strong start to the fiscal year.

Mr. Moorehead presented the Board with a request to execute the annual Facility License Renewal.

Motion:

To authorize the chair to sign the Hillsborough County Nursing Home Facility License Renewal.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Mr. Moorehead updated the Board on the results from the survey completed between 07/06/2016 and 07/08/2016. Mr. Moorehead indicated he received an amended report back from the State of NH with positive changes. In response to a question from the Board, Mr. Moorehead stated that when the State of NH changed the criteria of the five-star rating system, the Nursing Home went to a four-star rating and that the facility currently maintains four-stars.

In response to a question from the Board regarding the renovations in the Nursing Home, Mr. Moorehead stated that the Nursing Home is looking for an architect's input to see how the rooms can be designed more efficient.

REGISTRY OF DEEDS

Register Coughlin presented the Board with the July Revenue. Register Coughlin noted that July 2016 was not as high as July 2015 however the figures this July are similar to July 2014. Register Coughlin added that August has started a little slow, however it is too early in the month to reach a conclusion on how much revenue will be brought in for the month.

SHERIFF'S OFFICE

Deputy Chief Fisher presented the Board with a Grant Application for the Law Enforcement Opioid Abuse Reduction Initiative. Deputy Chief Fisher explained that this is a new State Grant Program directed at efforts to combat the opioid crises. He added that this is a reimbursement grant of \$1,500,000.00 to be shared with Law Enforcement Agencies across the State. Deputy Chief Fisher indicated the Sheriff's Office is requesting \$105,000.00 for reimbursement of expenses incurred by the Hillsborough County Sheriff's Office Street Crime Task Force as it intensifies its investigative and enforcement efforts. He noted that the majority of the funds will be for Task Force member's overtime.

Mr. Wenger noted that the request before the Board is simply to authorize the Chair to execute the Grant Application then be filed. He added that if the grant is awarded it will be brought back to the Board to be accepted after which any funds the County receives will need to be transferred internally to support expenditures.

Motion:

To authorize the chair to sign the Grant Application for the Law Enforcement Opioid Abuse Reduction Initiative.
Motion by Comm. Pappas, second by Comm. Rowe. Motion carried.

Deputy Chief Fisher expressed his appreciation for the Board agreeing to move the meeting to today in order to have the Grant Application presented.

OLD/NEW BUSINESS

Drug Court Update

Mr. Wenger informed the Board that following the discussion at its last meeting he had received an e-mail from Superior Court Chief Justice Tina Nadeau inviting the County to meet to discuss the status of the Drug Court and next steps. He indicated that along with representatives of the Sheriff's Office, County Attorney's Office and the Department of Corrections he attended a meeting with the Chief Justice and representatives of the County the prior Monday. He suggested that the group had had a good discussion and the understanding was that the Judicial Branch, consistent with recent statutory changes (RSA 592-B:9) intended to move forward expeditiously with the funding and operation of a drug court for the northern district. He explained that the group also discussed implementation of the Felonies First program and that while Chief Justice Nadeau had indicated a preference to move forward in April of 2017 it was understood that the County had been advised that it would be September 2017.

Mr. Wenger indicated he had a follow-up conversation with Chief Justice Nadeau and re-affirmed that it appears Hillsborough County and the State are on the same page with respect SB464 and specifically the amendment 592-B:9, which contains language that says if a County has implemented or will implement the Felonies First Program within one year of commencing a Drug Court or Drug Court Alternative program, the Judicial Branch shall fund and operate Drug Court or Alternative Drug Offender Program.

A discussion followed regarding the need to keep all entities involved in communication moving forward.

Mr. Wenger added that Chief Justice Nadeau had indicated approximately four months prior to the roll-out of Felonies First program, the Judicial Branch will start to engage with the County Attorney's Office to prepare for the roll-out. Mr. Wenger added that he did request to have an initial meeting earlier in the year, in the February timeframe, so that the County can start the process early in the FY 18 budget process. Mr. Wenger indicated Chief Justice Nadeau was agreeable to that.

Following the discussion the Board agreed to forward a letter to the Chief Justice advising of the County's commitment to supporting the commencement of the Felonies First Program within the year.

Motion:

To approve the letter to Chief Justice Tina Nadeau, indicating Hillsborough County is committed to start the Felonies First Program.

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

Mr. Wenger indicated that it is his understanding that a member from the County Attorney's Office and a representative from the DOC will be on the Drug Court team going forward.

1115 Waiver Update

Mr. Wenger informed the Board that the contracts for the IDN region Lead Agencies will be going to the Governor and Executive Counsel on August 24th, 2016 for approval. The next meeting for Region 3 is August 23rd; the discussion will address the community needs assessment process.

County Complex

Comm. Ziehm noted she had spoken with Dean Christon, Executive Director for the New Hampshire Housing Finance Authority regarding the County's properties and the potential for an affordable housing project. Before

pursing further conversations she requested the Commissioners' input suggesting that the Board may wish to prioritize what it would like to do with the vacant County Complex facilities and land.

Mr. Wenger explained that a challenge the County faces is expending money up front to ready spaces for occupancy in order to bring in income down the road. Mr. Wenger suggested that being open to a number of different ways to utilize the land and buildings without having to invest a lot of money up front appears to be the approach the County wishes to take to accomplish that goal.

Comm. Pappas indicated that she believes the Norwood Group is doing a great job and the County should keep an open mind and look closely at what the Norwood Groups suggests.

In response to a question from the Board, Mr. Wenger said he believes the next step is to start planning where the County should initially focus a project, the second floor of the Bouchard Building or the Administration Building. Mr. Wenger indicated he believes the next step would be to meet again with the Norwood Group and see what suggestions they have and where they would suggest putting the initial focus.

Post-Sentencing Supervision Program Grant - Extension

Mr. Wenger informed the Board that the Post-Sentencing Supervision Grant that the Department of Corrections had received was coming to an end this September however funds remind. He requested authorization to sign and file a request for a grant extension with the Department of Justice. He explained that, similar to the prior grants at the DOC, during the first quarter of the grant the initial startup effort did not require any expenditure leaving funds available at the end of the grant. The request to extend the grant will seek to continue the grant program with the remaining funds. Following a brief discussion the Board agreed to support the request.

Motion:

To grant the authority to the County Administrator to sign the request for extension for the Post-Sentencing Supervision Grant.

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

Mr. Wenger brought to the Board's attention a recent telephone call received by Attorney Kirby from a Merrimack resident in relation to the water issues going on in Merrimack. The resident was inquiring regarding what, if any support the County could provide residents effected by the water quality issues in that town. A brief discussion followed regarding the County's limited authority and lack of impact in that area. Mr. Wenger noted that the individual's contact information was available.

Mr. Wenger notified the Board that the next Managed Care meeting was scheduled for August 23rd, 2016 at 10:30am. Mr. Moorehead indicated that he would endeavor to attend.

Mr. Wenger advised the Board that in relation to the ongoing Sheriff's AFSCME negotiations, representatives of NH Interlocal Trust will be meeting with members of the negotiating teams on August 23rd, 2016 at 10:00am.

Mr. Wenger confirmed that in light of fact that the Board agreed to meet today, the meeting that had been scheduled for Wednesday August 24th would be canceled. The next Regular Board meeting is scheduled for September 14th, 2016.

Mr. Moorehead asked the Board if it would like him to see if there are any medical contacts made through those involved in the 1115 waiver, to see if there would be any interest in a medical clinic in the building in front of the Bouchard building. Comm. Ziehm, Comm. Pappas and Comm. Rowe indicated they would like Mr. Moorehead to pursue that.

Supt. Dionne indicated to the Board that a packet was given to them in regards to the "Compliance" review. Supt. Dionne indicated there were some compliance areas that would need to be corrected and the DOC is already in the process of correcting them.

Mr. Wenger suggested that as the Drug Court Team work to develop the policies and protocols for the program, and that the County's representatives are aware of, and work to address the various issues that departments have experienced with the program currently operating in Nashua. He suggested that the planning process will be a good opportunity to raise concerns such as the transportation issues and unnecessarily burdensome orders.

Mr. Wenger notified the Board that the Deputy Director of Finance, Stephanie Dean, is leaving to work for the City of Nashua. He thanked her for her service to the County and wished her the best.

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

The Board of Commissioners Meeting adjourned at 10:10am.

Approved 9/14/16

Comm. Toni Pappas, Clerk
Hillsborough County Board of Commissioners

Date