

County of Sullivan, NH

Type of meeting: Board of Commissioners, Special Meeting Minutes
Date/Time: Tuesday, April 24, 2012; 3:00 PM
Place: Newport, NH – Remington Woodhull County Complex,
County Administration Buildings, 1st Floor, Commissioners
Conference Room

Attendees: Commissioners Bennie Nelson – Chair, Jeffrey Barrette – Vice Chair
and John M. Callum Jr. – Clerk, Greg Chanis – County
Administrator, High Sheriff Michael Prozzo, John Cressy – Facilities
Director and Ted Purdy – Sullivan County Health Care (SCHC)
Administrator

Public Attendees: Archie Mountain – Eagle Times Staff Reporter/Argus
Champion Editor

3:04 The meeting is opened by the Chair

Agenda Item No. 1 **Continued discussion and review of the proposed FY 2013 County Budget**

Greg Chanis discussed the FY 2013 Commissioners Budget Adjustments Started April 6, 2012 three page spreadsheet (Appendix A.1-3). The group discussed: the DOC budget – specifically new positions and how various tasks could be performed by grant funded personnel. The group discussed non bargaining salaries and benefits, as well as historical salary increases; they requested feedback, about the 3% employee raise, from Sheriff Prozzo, Mr. Purdy, Mr. Cressy, and Mr. Chanis: all in favor of the increase. The group revisited the bargaining employee, salaries/benefits, contract; and the employee bonus program - straight dollar amount \$500 one time payout - 25% of people are taking that program. Mr. Chanis noted he would double check numbers and make changes over next few days. The group discussed again, another option of a 1% salary raise. Comm. Callum likes the idea of something graduating - those making the least receive more and those making the most receive less. Mr. Chanis says there are no steps at all. The group reviewed the County Grant application requests [shown in Fund 10.861] of \$205,000; cuts were made to Good Beginnings of Sullivan County, Turnings Points Network, Claremont Soup Kitchen/Pantry, Community Alliance: Transportation and Family Services, as well as Lake Sunapee Mediation (Appendix B); it was noted, Road to Independence 9 clients reduced to 7 – Comm. Barrette wonders if this type of program would be necessary if there hadn't been so many cuts to state and federal levels; Comm. Nelson would like to level fund the total. Group discussed reducing total to \$168,628. It was pointed out Big Brothers Big Sisters organization is working with more children with disabilities then Road to Independence. In response to Comm. Nelson's questions, Mr. Chanis confirmed "We could target funds". The board

decided to table discussions until May 1st. Mr. Chanis will email the Commissioners the percentage and tax increases.

**Agenda Item No. 2 Primex FY13 Property & Liability Member
Contribution Summary – review for budget updates**

Property and Liability bill came in and adjustments were made in spreadsheet. They have already been factored into the budget. We are currently in a three (3) year agreement with Primex.

Non Agenda Item Facilities: Biomass Boiler Tour

Mr. Cressy is meeting an AFS boiler representative Thursday @ 8 AM to tour two bio mass chip facilities where their boilers were installed.

**Agenda Item No. 3 Review Draft Community Corrections Center (CCC)
Plaque Wording**

The group reviewed a draft (Appendix D) of the CCC plaque wording. Mr. Chanis noted the plaque is paid for already, but not received. Comm. Barrette would like to see a mission statement about the building included in the wording that summarizes the construction of the building. Mr. Chanis will redraft the wording and return with updates at the next meeting.

**Agenda Item No. 4 Sullivan County Health Care March '12 Census
Reports**

Mr. Purdy reviewed the following reports (Appendix E.1-6)

- ✦ March 2012 Medicare, Private, Medicaid, HCBC, Managed Care Medicare B Revenue: Represents $\frac{3}{4}$ of fiscal year; Medicare average at 8 – with negative variance; total census came in at 136.6; Medicare census 108 vs. 113 budgeted; 1 Managed care patient; Medicare Part B revenue was a negative variance of \$32,390.
- ✦ Revenue Review thru 03/31/2012: running a total revenue variance of \$793,118
- ✦ Quarterly Resident Census: average 135.9; thru the 24th running 8 Skilled & 20 Private
- ✦ Medicare Length of Stay: shows little lower than January.
- ✦ Admission and Discharge 3/1/12 – 3/31/12: 6 admissions, 5 readmits, and 13 discharges
- ✦ Summary Admission / Discharge Report: readmissions are current or past residents returning. 36 admissions, 40 re-admits and 77 discharges.
- ✦ Month-end Aged Analysis: \$135,000 greater than last month; a couple Medicaid residents not getting paid. one of the spouses passed away and it

messed up the other spouses Medicaid payments – will be getting those re-approved; the Medicaid approving process is severely understaffed.

Comm. Nelson asked what the write off number? Mr. Purdy noted it was budgeted for \$200,000, and would be close.

Non Agenda Item Elevator Mechanics

In response to Comm. Nelson's questioning of why the elevator was down recently, Mr. Cressy confirmed the elevator doors are worn out, they have become a hazard / problem, they budgeted for repairs, and repair work started yesterday. They will have new updated equipment, controls and better sensors when people are walking through doors. Infrastructure is hopefully on track to be done with a May 21st goal.

Agenda Item No. 5 Review & ratify Central Dispatch Center (CDC) letter to municipalities

The Board reviewed the draft CDC letter [Appendix F.1-4] – one typo noticed on the last page. The members informally approved sending the letter with correction updated. Mr. Chanis will update once responses received. The Board tabled review of the draft March 22nd Dispatch minutes at their next meeting.

Agenda Item No. 6 Any Other Old or New Business

NH Timberland Owners Meeting/Membership

Mr. Cressy stated the NH Timberland Owners meeting went well and they will schedule a tour at the end of next meeting. Mr. Chanis confirmed the County will become members of the NH Timberland Owners Association soon.

County Administrator Performance Review

The Commissioners noted that a performance review of the County Administrator is well overdue and once they are through with the budget, they will schedule a time. They will dig out all the old Administrator reviews for sometime in June.

County Timber Harvest

The sugar bush lot and trimming is done as much as possible - they needed to wait until the ground hardened and when it did, they didn't have much time to get everything out – so there is still a lot of 'good stuff' to take out and road clean up needed. HHP is resuming the job by the State salt shed - depending on how much damage the rain did; Mr. Cressy stated that the really good stuff is way up on top; Tim Fleury is doing a great job and doing double duty between Sullivan and Merrimack County.

Non Agenda Item NH State Fish & Game Grant for Mowing

In response to Comm. Nelson questioning the mowing status, Mr. Chanis confirmed he'd check on the NH State Fish & Game grant application, which the previous

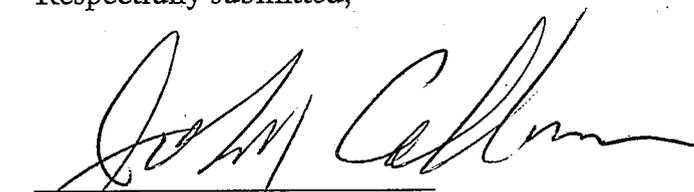
County Forester handled, and work with Mr. Cressy to get the application completed, and mowing performed.

Public Participation

Mr. Mountain proposed adding a line to the CCC plaque thanking Sullivan County taxpayers.

**4:43 Motion: adjourn meeting. Made by: Barrette. Seconded by: Callum Jr.
Voice vote: All in favor.**

Respectfully submitted,



John M. Callum Jr., Clerk
Board of Commissioners

JMC/kbs

Date approved:

05/15/12



**SPECIAL MEETING
Of the
Sullivan County NH
Board of Commissioners**

Date: Tuesday, April 24, 2012 3:00 PM

**Place: Remington Woodhull County Complex
County Administration Building
Commissioners Conference Room 1st Floor
14 Main Street
Newport NH 03773**

AGENDA

1. Continued discussion and review of the proposed FY '13 County Budget
2. Primex FY13 Property & Liability Member Contribution Summary – review for budget updates
3. Review draft CCC plaque wording
4. SCHC March '12 Census Reports
5. Review & ratify Central Dispatch letter to municipalities
6. Any other old or new business

FY 2013 Commissioners Budget Adjustments

Started April 6, 2012

Reduce Revenue from Fund Balance For Above	10.100.09090	(20,000)		523,246	3.76%
Remove Water Softener from Capital	10.484.21096		(15,000)	508,246	3.65%
Reduce Revenue from Fund Balance for above	10.100.09090	(15,000)		523,246	3.76%
Reduce Commissioners Contract Services by \$5,000	10.400.12029		(5,000)	518,246	3.73%
Reduce Community Development Director Salary	40.492.10001		(7,947)	510,299	3.67%
Reduce FICA from above	40.492.11010		(608)	509,691	3.67%
Reduce Retirement from above	40.492.11013		(699)	508,992	3.66%
Reduce SCNH Admin. Postage	40.500.13038		(1,000)	507,992	3.65%
Reduce Dietary General Supplies	40.530.13032		(3,350)	504,642	3.63%
Reduce Nursing Oxygen expense	40.540.14053		(1,000)	503,642	3.62%
Reduce Laundry Equipment Expense	40.560.21097		(3,400)	500,242	3.60%
Add Education Training	40.492.11017		500	500,742	3.60%
Reduce Travel	40.492.11019		(500)	500,242	3.60%
Remove Doppler Machine from SCHC Capital	40.480.21097		(800)	499,442	3.59%
Reduce Revenue from FB for above	10.100.09090	(800)		500,242	3.60%
Reduce HR/Payroll Advertising	10.520.12031		(5,000)	495,242	3.56%
Reduce HR/Payroll Office Supplies	10.520.13036		(500)	494,742	3.56%
Add 'Captain' Salary which was inadvertently deleted	10.600.10001		51,932	546,674	3.93%
Reduce DOC electricity	10.600.16061		(5,000)	541,674	3.90%
Remove CCE Female Yard	10.481.21096		(13,000)	528,674	3.80%
Reduce Revenue from Fund Balance For Above	10.100.09090	(13,000)		541,674	3.90%
Reduce Human Services Cap Payments	10.490.?????		(77,902)	463,772	3.34%
Remove Primonics maintenace agreement	10.600.12029		(3,300)	460,472	3.31%
Increase Human Services Credit	10.490.04021	5,000		455,472	3.28%
Remove Program Director Benefits	10.600.various		(32,334)	423,138	3.04%
Remove Investigator Position	10.600.various		(36,957)	386,181	2.78%

FY 2013 Commissioners Budget Adjustments Started April 6, 2012

County Administrator Draft Budget as Printed		Revenue	Expense	Taxes Raised	Taxes Raised
		29,553,250	29,553,250	558,486	4.02%
Revisions	Acct #				
Increase Fuel Oil Expense SCHC	40.550.16065		55,000	613,486	4.41%
Increase Fuel Oil Expense DOC	10.600.16065		35,000	648,486	4.66%
Decrease Medicaid census by 2 (reduce Revenue)	40.097.05021	(104,171)		752,657	5.41%
Increase VRH Laundry Revenue	40.097.05030	27,000		725,657	5.22%
Decrease ProShare due to Medicaid census change	40.097.05038	(18,250)		743,907	5.35%
Decrease MQUIP Revenue due to Medicaid Census change	40.097.05039	(25,550)		769,457	5.53%
Reduce Medicaid Assesement Expense	40.500.20092		(8,138)	761,319	5.47%
Reduce LNA Salaries	40.540.10004		(29,933)	731,386	5.26%
Reduce LPN Salaries	40.540.10003		(40,928)	690,458	4.97%
Reduce LNA Salaries	40.540.10004		(114,053)	576,405	4.15%
Reduce Overtime	40.540.10008		(5,547)	570,858	4.11%
Reduce Per Diem LNA Salaries	40.540.10044		(9,952)	560,906	4.03%
Reduce FICA Expense	40.540.11010		(15,332)	545,574	3.92%
Reduce Retirement Expense	40.540.11013		(16,760)	528,814	3.80%
Increase Revenue from Fund Balance to Match Capital	10.100.09090	8,400		520,414	3.74%
Add Workers Comp Expense in Attorneys	10.410.11014		1,842	522,256	3.76%
Reduce Dues Lic Subscriptions Comcast	10.410.13037		(90)	522,166	3.75%
Add Comcast in Telephone Internet	10.410.16068		1,080	523,246	3.76%
Reduce Garage/Shop doors Capital Expense	10.484.21096		(1,000)	522,246	3.76%
Reduce Revenue from Fund Balance from above	10.100.09090	(1,000)		523,246	3.76%
Reduce Sanders Entrance Capital to \$5,000 (relabel)	10.484.21096		(20,000)	503,246	3.62%

FY 2013 Commissioners Budget Adjustments

Started April 6, 2012

Increase Property and Liability Ins Expense DOC	10.600.22093	1,210	387,391	2.79%
Add workers comp expense	Various		387,391	2.79%
Add Investigator \$\$ to Sheriff's	10.440.various		387,391	2.79%
			387,391	2.79%
			387,391	2.79%
			387,391	2.79%
			387,391	2.79%
			387,391	2.79%
			387,391	2.79%
End of Commissioners Adjustments to County Administrator Proposed Budget				
Sub Totals	29,395,879	29,224,784		
Reduce Tax Revenue to equalize				
Final Proposed Commissioners Budget				

**Sullivan County Fiscal Year 2013
County Grant Allocation Worksheet
April 16, 2012**

Appendix B

Organization	FY 11 Grants	FY 12 Grants	FY 13 Request	Comm. FY13	EFC FY 13
Road To Independence		3,000	3,000	3,000	
Good Beginnings of Sullivan County	25,000	25,000	30,000	27,500	
Turning Points Network	55,000	55,000	60,000	55,000	
Big Brothers / Big Sisters of WNH			5,000	5,000	
Claremont Soup Kitchen/ Pantry	17,500	10,000	17,000	12,500	
West Central Behavioral Health		10,000	10,000	10,000	
Community Alliance/ Transportatrion	35,000	30,000	40,000	25,000	
Community Alliance/Family Services	23,250	23,250	30,000	23,250	
Lake Sunapee Mediation	7,500	7,500	10,000	7,500	
His Helping Hands		4,000			
RSVP/Volunteer Center		1,878			
Totals	163,250	169,628	205,000	168,750	

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624

(603) 225-2841
(800) 698-2364

www.nhprimex.org

Fax Numbers

Claims
(603) 228-3833

Education, Training & Consulting
(603) 228-3905

Primex³ Finance & Health
(603) 226-6903

Member Services/
Risk Management Services
(603) 228-0650

April 16, 2012

Sullivan County
Sharon Callum, Administrative Assistant
14 Main Street
Newport, NH 03773

Dear Sharon:

On behalf of Primex³, we thank you for your continued trust and partnership in our Property & Liability program and look forward to the coming year. Our goal is to provide our members with the best service, value and coverage.

Enclosed is your Final Property & Liability Member Contribution Summary for fiscal year 2013 (July 1, 2012 to June 30, 2013). The intent of this Summary is to build awareness of your member contribution and how your performance and payroll changes affect your contribution. Invoices will be mailed around July 1, 2012.

2012 Property & Liability Highlights:

- **Contribution Assurance Program (CAP):** If you are not currently participating in CAP, please contact us to learn more about the program and your eligibility.
- **Multiple Program Discounts:** Primex³ members also receive an additional 10% discount when expanding coverage in both Workers' Compensation and Property & Liability.

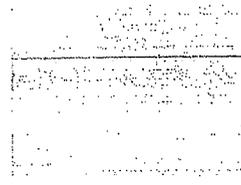
We understand that you have a choice when it comes to your coverage needs and appreciate your desire to continue partnering with Primex³. We have given careful consideration to our complete range of coverage options so you can be sure that your local taxpayers are getting the best value. We look forward to working with you to explore alternative coverage and pricing options for all lines of coverage.

Please don't hesitate to call me or your Member Services Consultant at 1-800-698-2364 if you have any questions regarding this renewal. We are happy to discuss your contribution and your performance in the Property & Liability Program.

Sincerely,



Carl Weber
Director of Member Services



APRIL 16, 2012

PROPERTY and LIABILITY PROGRAM

**MEMBER CONTRIBUTION SUMMARY
JULY 1, 2012 - JULY 1, 2013 RENEWAL
FINAL CONTRIBUTION**

MEMBER: Sullivan County
MEMBER NUMBER: 606

2011		2012	
		Multi-Year Agreement	Yes
		Contribution Assurance Program (CAP)	Yes
		PRIME ³ Program	No
Member contribution	\$95,549	Member contribution	\$102,237

Your 2011 Property Values	\$46,074,021
Your 2012 Property Values	\$46,070,921
Change in Property	0.0%
Your 2011 Payroll (2009 Audited)	\$9,631,776
Your 2012 Payroll (2010 Audited)	\$10,328,588
Change in Payroll	7.2%
Your 2011 Loss Ratio Adjustment Factor	0.86
Your 2012 Loss Ratio Adjustment Factor	0.90
Change in Loss Ratio Adjustment Factor	4.7%
Change from 2011 to 2012:	
Contribution Amount Change	\$6,688
Contribution Percent Change	7.0%

Please contact the Primex³ Member Services Team
if you have any questions or comments.

Invoices will be mailed around July 2, 2012.

SULLIVAN COUNTY, NH
DEPARTMENT OF CORRECTIONS
COMMUNITY CORRECTIONS CENTER

AUGUST 2010

BOARD OF COMMISSIONERS

- Jeffrey Barrette – Chair
- Bennie Nelson – Vice Chair
- Ethel Jarvis – Clerk

COUNTY ADMINISTRATOR
Greg Chanis

DOC SUPERINTENDENT
Ross L. Cunningham

ARCHITECT
SMP Architects

CONSTRUCTION MANAGER
North Branch Construction

Appendix E.1

March 2012

MEDICARE							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	171	8	252	8	279	9	-27
REVENUE	\$98,315.36		\$115,946.16		\$139,500.00		-\$23,553.84
AVERAGE RATE PER DAY	\$574.94		\$460.10		\$500.00		-\$39.90

PRIVATE							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	671	22	626	20	620	20	6
REVENUE	\$157,685.00		\$156,160.00		\$151,900.00		\$4,260.00
AVERAGE RATE PER DAY	\$235.00		\$249.46		\$245.00		\$4.46

MEDICAID							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	3,328	107	3,334	108	3,503	113	-169
REVENUE	\$479,431.75		\$475,761.80		\$505,097.57		-\$29,335.77
AVERAGE RATE PER DAY	\$144.06		\$142.70		\$144.19		-\$1.49
MCD Bed hold @ \$0.00			0				

HCBC (RESPIRE)							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	6	0	0	0	6
REVENUE	0		\$961.92		\$13.70		\$948.22
AVERAGE RATE PER DAY	\$0.00		\$0.00				\$0.00

MANAGED CARE							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	16	0.6	0	0	16
REVENUE	\$0.00		\$5,600.00		\$0.00		\$5,600.00
AVERAGE RATE PER DAY	\$0.00		\$0.00		\$0.00		\$0.00

	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
TOTAL CENSUS	4,170		4,234		0		
AVERAGE CENSUS		134.5		136.6	0	142.0	
	\$735,432.11		\$754,429.88		\$798,511.27		-\$42,081.39

MEDICARE B REVENUE							
	Mar 2011 Compare	Mar 2011 AVG CENSUS	Mar 2012 Actual	Mar 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
	\$34,705.06		\$52,700.83		\$43,010.16		\$9,690.67
	\$770,137.17		\$807,130.71		\$839,521.43		-\$32,390.72
TOTAL MONTHLY REVENUE VARIANCE							(\$32,390.72)

20120310 10:43

Appendix E.2

Revenue Review thru 03/31/2012

	Annual Budget	275 Days YTD Budget	YTD	Variance	
Medicaid	5,947,116	4,480,704	4,677,728	197,024	
Private	1,788,500	1,347,500	808,168	(539,332)	
Insurance	20,000	15,068	19,681	4,612	
Respite (HCBC)	5,000	3,767	3,324	(443)	
Medicaid Assessment	1,876,647	938,324	762,148	(176,176)	Paid quarterly (2nd qtr paid)
Medicare Part B (Total)	506,410	381,542	408,099	26,558	
Medicare Part A	1,642,500	1,237,500	929,924	(307,576)	
Proshare	598,052			-	Paid at end of FY
Net Variance from Operations				(795,332)	
Misc Income	15,000	11,301	20,912	9,611	
Laundry	85,000	64,041	55,728	(8,313)	
Cafeteria	15,000	11,301	13,772	2,471	
Meals	339,164	255,535	254,373	(1,161)	
Prior Year ARRA adj			(394)	(394)	
Total Revenue	12,838,389	8,746,583	7,953,465	(793,118)	

Appendix E.3

Sullivan County Nursing Home
Quarterly Resident Census

Resident Census - FY 12

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPIRE	CARE	DAYS		FILLED			
Jul-11	4836	3559	84.88%	513	12.23%	112	2.67%	7	0.17%	0	0.00%	2	0.05%	4193	86.70%
Aug-11	4836	3595	86.46%	525	12.63%	30	0.72%	5	0.12%	0	0.00%	3	0.07%	4158	85.98%
Sep-11	4680	3462	87.12%	419	10.54%	89	2.24%	0	0.00%	0	0.00%	4	0.10%	3974	84.91%
1ST QUARTER	14,352	10,616	86.13%	1,457	11.82%	231	1.87%	12	0.10%	0	0.00%	9	0.07%	12,325	85.88%
Oct-11	4836	3512	82.83%	432	10.19%	294	6.93%	0	0.00%	0	0.00%	2	0.05%	4240	87.68%
Nov-11	4680	3380	81.98%	409	9.92%	333	8.08%	0	0.00%	0	0.00%	1	0.02%	4123	88.10%
Dec-11	4836	3488	81.40%	455	10.62%	340	7.93%	0	0.00%	0	0.00%	2	0.05%	4285	88.61%
2ND QUARTER	14,352	10,380	82.07%	1,296	10.25%	967	7.65%	0	0.00%	0	0.00%	5	0.04%	12,648	88.13%
Jan-12	4836	3429	81.84%	476	11.36%	273	6.52%	0	0.00%	12	0.29%	0	0.00%	4190	86.64%
Feb-12	4524	3184	80.75%	519	13.16%	239	6.06%	0	0.00%	0	0.00%	1	0.03%	3943	87.16%
Mar-12	4836	3331	78.67%	626	14.79%	252	5.95%	6	0.14%	16	0.38%	3	0.07%	4234	87.55%
3RD QUARTER	14,196	9,944	80.41%	1,621	13.11%	764	6.18%	6	0.05%	28	0.23%	4	0.03%	12,367	87.12%
Apr-12			#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
May-12			#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Jun-12			#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
4TH QUARTER	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FY '12 TOTAL	42,900	30,940	82.86%	4,374	11.71%	1,962	5.25%	18	0.05%	28	0.07%	18	0.05%	37,340	112.33%
YTD AVG.		112.5		15.9		7.1		0.1		0.1		0.1		135.8	

Avg
Census

134.0

137.5

12-HMO/MRA Replaced

135.9

Resident Census - FY 11

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPIRE	CARE	DAYS		FILLED			
Jul-10	4836	3457	79.69%	588	13.55%	280	6.45%	11	0.25%	0	0.00%	2	0.05%	4338	89.70%
Aug-10	4836	3500	79.20%	570	12.90%	349	7.90%	0	0.00%	0	0.00%	0	0.00%	4419	91.38%
Sep-10	4680	3489	81.84%	587	13.77%	182	4.27%	0	0.00%	2	0.05%	5	0.14%	4320	90.72%
1ST QUARTER	14,352	10,446	80.23%	1,745	13.40%	811	6.23%	11	0.08%	2	0.02%	7	0.04%	13,020	90.72%
Oct-10	4836	3577	80.96%	660	14.94%	178	4.03%	0	0.00%	0	0.00%	3	0.07%	4418	91.36%
Nov-10	4680	3508	82.15%	574	13.44%	186	4.36%	0	0.00%	0	0.00%	2	0.05%	4270	91.24%
Dec-10	4836	3607	82.09%	596	13.56%	188	4.28%	0	0.00%	0	0.00%	3	0.07%	4394	90.86%
2ND QUARTER	14,352	10,692	81.73%	1,830	13.98%	552	4.22%	0	0.00%	0	0.00%	6	0.06%	13,082	91.15%
Jan-11	4836	3700	82.41%	576	12.83%	213	4.74%	0	0.00%	0	0.00%	1	0.03%	3981	91.14%
Feb-11	4368	3201	80.41%	536	13.46%	243	6.10%	0	0.00%	0	0.00%	3	0.07%	4170	86.23%
Mar-11	4836	3356	80.48%	640	15.35%	171	4.10%	0	0.00%	0	0.00%	5	0.14%	4264	90.04%
3RD QUARTER	14,040	10,257	81.14%	1,752	13.86%	627	4.96%	0	0.00%	0	0.00%	8	0.04%	12,641	90.04%
Apr-11	4680	3183	77.41%	656	15.95%	261	6.35%	9	0.22%	0	0.00%	3	0.07%	4112	87.86%
May-11	4836	3227	75.31%	756	17.64%	291	6.79%	9	0.21%	0	0.00%	2	0.05%	4285	88.61%
Jun-11	4680	3099	74.42%	832	19.98%	233	5.60%	0	0.00%	0	0.00%	0	0.00%	4164	88.97%
4TH QUARTER	14,196	9,509	75.70%	2,244	17.86%	785	6.24%	18	0.14%	0	0.00%	5	0.04%	12,561	88.48%
FY '11 TOTAL	56,940	40,904	79.73%	7,571	14.76%	2,775	5.41%	29	0.06%	2	0.00%	23	0.04%	51,304	90.10%
YTD AVG.		112.1		20.7		7.6		0.1		0.0		0.1		140.6	

Avg
Census

141.5

142.2

140.5

138.0

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

	Mar 2012	Feb 2012	Jan 2012	Dec 2011	Nov 2011	Oct 2011	Sep 2011	Aug 2011	Jul 2011	Jun 2011	May 2011	Apr 2011	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	11	5	11	10	9	10	9	4	7	4	6	10	96	27
MCR # Admits & Readmits	8	3	9	8	6	9	7	2	3	3	4	7	69	20
MCR # Discharges from facility	3	1	5	5	2	2		1	1	4	4	1	29	9
MCR Discharged LOS	32.7	31.0	43.2	14.0	49.0	21.5		33.0	37.0	42.0	22.0	20.0	31.1	38.3
MCR # End or A/R Change	5	5	3	5	3	5	3	2	4	5	1	1	42	13
MCR End or A/R Change LOS	41.4	35.6	42.3	52.2	36.3	22.2	14.7	6.0	42.5	83.0	40.0	29.0	40.5	39.4
Total Average MCR LOS	38.1	34.8	42.9	33.1	41.4	22.0	14.7	15.0	41.4	64.8	25.6	24.5	36.7	39.0
Total MCR Days	252	240	273	340	333	294	89	30	112	233	291	261	2748	765
Rehab RUGs	249	237	271	330	333	290	89	20	107	215	270	255	2666	757
% of Total MCR Days	99%	99%	99%	97%	100%	99%	100%	67%	96%	92%	93%	98%	97%	99%
Non-Rehab RUGs	3	2	2	10		4		10	5	18	21	6	81	7
% of Total MCR Days	1%	1%	1%	3%		1%		33%	4%	8%	7%	2%	3%	1%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	109	120	164	170	150	155	54	15	29	79	70	62	1177	393
% of Total MCR Days	43%	50%	60%	50%	45%	53%	61%	50%	26%	34%	24%	24%	43%	51%
B ADL (medium dependency)	72	48	64	90	41	44	22	11	5	70	167	93	727	184
% of Total MCR Days	29%	20%	23%	26%	12%	15%	25%	37%	4%	30%	57%	36%	28%	24%
C ADL (high dependency)	71	71	45	80	142	95	13	4	78	84	54	106	843	187
% of Total MCR Days	28%	30%	16%	24%	43%	32%	15%	13%	70%	36%	19%	41%	31%	24%
Medicare Net Revenue	\$115,946	\$111,723	\$123,133	\$157,881	\$159,233	\$146,775	\$49,530	\$12,082	\$56,328	\$128,317	\$162,808	\$159,085	\$1,382,840	\$350,802

Note: This report includes only the selection criteria listed below.
 Effective Date From 3/1/2012 Thru 3/31/2012

Status: All

Sort: AR Type

Summary Admission / Discharge Report

Sullivan County Health Care (SC)
 Admissions (Includes Readmits)

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<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	HM Home	0	1	1
	<i>HCB Subtotal</i>	0	1	1
MCD	2 Private home/apartme	0	0	0
	AL Assisted Living	0	0	1
	EX Expired	0	0	3
	HP Hospital	0	0	2
	<i>MCD Subtotal</i>	0	0	6
MRA	5 Acute care hospital	4	0	0
	HM Home	0	0	2
	HP Hospital	0	4	1
	<i>MRA Subtotal</i>	4	4	3
PVT	1 Private home/apartme	2	0	0
	2 Private home/apartme	0	0	0
	EX Expired	0	0	1
	HP Hospital	0	0	2
	<i>PVT Subtotal</i>	2	0	3
	<i>Total</i>	6	5	13

Note: This report includes only the selection criteria listed below.
 Effective Date From 7/1/2011 Thru 3/31/2012
 Status: All
 Sort: AR Type

Summary Admission / Discharge Report

Sullivan County Health Care (SC)
 Admissions (Includes Readmits)

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<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	HM Home	0	3	3
	<i>HCB Subtotal</i>	0	3	3
INS	5 Acute care hospital	1	0	0
	HM Home	0	0	1
	<i>INS Subtotal</i>	1	0	1
MCD	2 Private home/apartme	2	0	0
	4 Nursing home	0	0	0
	5 Acute care hospital	0	1	0
	AL Assisted Living	0	1	2
	EX Expired	0	0	14
	HM Home	0	0	0
	HP Hospital	0	5	25
	NH Nursing Home	0	0	1
	<i>MCD Subtotal</i>	2	7	42
MRA	4 Nursing home	2	0	0
	5 Acute care hospital	21	6	0
	EX Expired	0	0	3
	HM Home	0	0	11
	HP Hospital	2	24	6
<i>MRA Subtotal</i>	25	30	20	
PVT	1 Private home/apartme	4	0	0
	2 Private home/apartme	3	0	0
	AL Assisted Living	0	0	0
	EX Expired	0	0	6
	HM Home	1	0	0
	HP Hospital	0	0	5
<i>PVT Subtotal</i>	8	0	11	
<i>Total</i>		36	40	77

Month-end Aged Analysis

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Sullivan County Health Care (SC)

For the Month of Mar, 2012

Type Balance	Mar/	Feb/	Jan/	Dec/	Nov/	Oct/	Sep/	Aug/	Jul/	Jun/	May/	Apr/	Mar/	Balance
Aged Analysis Summary														
HCB	981.92							801.60	1,122.24		1,442.88	1,442.88	2,508.16-	3,263.36
INS	22,913.86	17,077.80	14,222.83	11,247.60	10,851.72	7,171.27	1,759.07	1,538.30	688.83	5,091.90	6,350.41	2,993.88	58,479.25	160,366.52
MCD	379,490.39	18,121.82	15,952.79	20,782.95	6,982.65	12,484.32	15,296.32	23,342.03	5,318.10	4,569.05	15,279.48	2,519.36	43,435.85	563,575.11
MCP														
MRA	94,993.66	52,141.87	6,453.57	0.02-	0.44-	13.33-	0.11	0.09		0.20	0.31	0.17	2,707.82-	150,868.37
MRB	42,160.83	450.23	1,204.84	668.32	2,044.41	1,653.68	1,262.12	147.10	50.03	223.78	64.24	946.27	50,014.95	100,890.80
MXA	7,923.07	14,039.50	7,061.50	3,350.54	1,415.00	598.00				121.80-	46.20	1,491.20	36,908.79	72,712.00
MXB	2,927.57	3,773.21	155.26	747.53	635.08	24.74	89.09-	157.73-	187.99-	77.14-	125.82	182.11	13,727.67	21,786.84
PVT	45,755.08	17,400.27	12,006.23	10,966.00	19,559.02	12,907.55	11,806.50	6,745.22	4,805.05	5,784.17	10,831.46	9,717.51	198,737.77	366,821.83
RES	262.52-	6,544.59-	612.85-	987.80	1,264.24	3,013.45	283.71	1,638.05	16.33-	787.80	4,275.01	4,224.71	4,544.95	13,583.43
PHC													375.00-	375.00-
HST													100.00	100.00
PIN														
HSR														
Totals:	596,863.86	116,460.11	56,444.17	48,750.72	42,751.68	37,839.68	30,318.74	34,054.66	11,579.93	16,257.96	38,415.61	23,517.89	400,358.25	1,453,613.26
	41.06%	8.01%	3.88%	3.35%	2.94%	2.60%	2.09%	2.34%	0.80%	1.12%	2.64%	1.62%	27.54%	100.00%



Appendix F.1

SULLIVAN COUNTY

Serving the communities of:

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon, Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

April 25, 2012

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Fax. (603) 863-9314
E-mail: manager@sullivancountynh.gov

Dept. of Corrections
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Claremont, NH 03743
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Facilities & Operations Dept.
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We are writing as a follow up to the March 22nd and April 19th, 2012 public meetings regarding Sullivan County's proposal for establishing an Emergency Operations Center (EOC) at the former National Guard Armory building, located on Winter St. in Claremont. For those unable to attend one of the two public meetings regarding the proposal, we would like to, first, summarize the information provided at the meetings and, secondly, attain direction on whether to pursue this proposal further.

As envisioned, the proposed center would house the following three functions:

1. **An emergency dispatch center for all fire, police and emergency medical service (EMS) calls** - Currently, the 46 Fire, Police and EMS agencies in the County are dispatched by seven (7) different entities, located in five (5) separate counties. The three dispatch centers located in Sullivan County (Charlestown, Claremont and Newport) are each generally staffed by one dispatcher at any given time. In addition to potentially handling multiple emergency calls simultaneously, these individuals are often responsible for other duties, including answering non-emergency telephone calls and attending to inquiries from individuals who walk in off the street. The establishment of a countywide central dispatch center would alleviate these situations and provide the following benefits:
 - Increased public safety,
 - Ability to efficiently communicate and coordinate emergency response in all communities during large scale incidents,
 - Long term financial savings through the shared use of expensive communications infrastructure, and
 - Improved information collection and sharing by having all emergency response entities utilizing a common computerized information management system.

SC EOC Proposal Letter Dated April 25, 2012
Page 1 of 4

All Day, Every Day, We Make Life Better



Appendix F. 2

SULLIVAN COUNTY

Serving the communities of:

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon, Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

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2. **Main office for the Greater Sullivan County Public Health Network (GSCPHN)** - Established in 2007, through a partnership between Sullivan County, the State of New Hampshire and the Centers for Disease Control, the GSCPHN is one of 15 public health networks across the State. The GSCPHN works closely with numerous multi-disciplinary partners to create and deliver consistent public health messages and helps to ensure the region is prepared for various public health emergencies. Utilizing the proposed EOC as a 'home base' for the GSCPHN would provide the following benefits:
 - Central location for staff offices, medical response trailers (3) and secure storage for various other emergency response supplies.
 - Ideal site for the Multi Agency Coordination Entity (MACE). This entity is activated only during public health emergencies and coordinates with the State Incident Command Center to efficiently direct resources during an event. The proximity to a central emergency dispatch center would make this an ideal location for the MACE.
 - Location for an Alternate Care Site (ACS). The ACS is utilized during a public health emergency when the local hospitals resources are overwhelmed. The ACS consists of a 25-50 bed acute care, non-surgical medical facility. The ability to set up an ACS is a requirement of the State Department of Health and Human Services and although detailed plans have been developed to set up an ACS, no adequate site has been identified in our region.

3. **Regional Training Facility for all Emergency Response and Public Health personnel** - Utilizing renovated classroom space, the former Drill Hall and the outdoor area surrounding the former armory building, the proposed EOC would be the ideal location for a wide variety of professional training opportunities. Both the state Police Standards and Training Board and the Department of Safety's Fire Standards and Training Division have expressed interest in establishing satellite training locations in this area of the state.



SULLIVAN COUNTY *Appendix E 3.*

Serving the communities of:

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,
Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

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As we have stated from the very start of this process, we believe this proposal represents a unique opportunity and its implementation would provide tangible, numerous benefits for all the communities in Sullivan County. However, it is up to the communities to decide if we can, or, should move forward with this proposal.

At the close of the meeting on April 22, we indicated the County would help create and support the work of a committee to further explore the details and merits of this proposal. We respectfully request the governing body of each community to vote indicating their support for the creation of this committee and to name a maximum of two (2) individuals as representative(s) on it. We then ask each community to complete and return the enclosed Vote of Authority, in the stamped, self-addressed envelope by **Friday, June 1, 2012.**

In closing, we would like to thank all who were able to attend the public meetings on this proposal and look forward to working with you on this important project.

Respectfully submitted,
Sullivan County Board of Commissioners

Bennie Nelson

Bennie Nelson, Chair

Jeffrey Barrette

Jeffrey Barrette, Vice Chair

John M. Callum Jr.

John M. Callum Jr., Clerk

CERTIFICATE OF VOTE / AUTHORITY

I, (enter official's full name) _____ (enter official's title)

_____ of the (enter name of the municipality name)

_____ hereby certify that:

- I am the duly elected officer of the (enter name of municipality)

- That the (enter the municipality name) _____
voted, during their meeting held (enter date of the meeting):
_____ to (please circle the appropriate decision) 1) support, or
2) not to support, the County's proposal, as stated in their correspondence dated April 25,
2012, to create a committee to explore the details and merits of the proposal to create an
Emergency Operation Center, and to appoint following representative(s), to represent our
municipality on the committee:

Representative Name: _____

Contact information:

Tel.: _____ Fax: _____

Email: _____

Postal Address: _____

Representative Name: _____

Contact information:

Tel.: _____ Fax: _____

Email: _____

Postal Address: _____