

County of Sullivan, NH

Type of meeting: Board of Commissioners Regular Business Meeting Minutes
Date/Time: Tuesday, March 20, 2012; 3:00 PM
Place: Unity, NH – 5 Nursing Home Drive, Frank Smith Living Room

Attendees: Commissioners Bennie Nelson – Chair, Jeffrey Barrette – Vice Chair and John M. Callum Jr. - Clerk, Greg Chanis – County Administrator, Sheriff Michael Prozzo (left later in meeting), John Cressy – Facilities & Operations Director, Ross L. Cunningham – Department of Corrections Superintendent, and Sharon Callum – Administrative Assistant/Minute Taker.

Public attendees: Archie Mountain – Eagle Times Staff Reporter and Charlene Marcotte Lovett State Representative District 4

3:03 The Chair, Bennie Nelson, opened the meeting and led all in the *Pledge of the Allegiance*.

Agenda Item No. 1. Sheriff's Office Report: Highway Safety Grant, Michael Prozzo
Sheriff Prozzo indicated their office was awarded a NH State Highway Safety Project Grant for \$6,300; funds will pay salaries to perform radars; project begins April 1st and runs through September 15th; work includes 30 patrols Mon. – Fri., 4 hours segments from 6 am - 10 am & 3 pm - 7 pm.

3:10 Motion: to authorize acceptance of the award, and have the Chair and Sheriff sign the document [presented: Appendix A.1-2]. Made by: Barrette.
Seconded by: Callum Jr. There was no further discussion. Voice vote: All in favor.

Agenda Item No. 2. Sullivan County Health Care Administrator's report, Ted Purdy

Agenda Item No. 2.a. Census

Mr. Purdy reviewed the following reports [Appendix B.1-7]:

- ✦ February 2012 Medicare, Private, Medicaid, HCBC, Managed Care, Medicare B Revenue: total monthly variance negative \$40,019
- ✦ Revenue Review thru 2/29/12: it was noted, March revenues will appear in April; due to the legislature bed tax cut, there will be a shortfall in the Medicaid Assessment line – there is a credit given to offset part of the revenue loss, plus, ProShare should make up some of the loss - @ a .50 cents on \$1 ratio
- ✦ Quarterly Resident Census
- ✦ Medicare Length of Stay Analysis: Rehab RUGs remains high and keeps the rates up; they were running lower due to 11% hit in January.

- February 2012 Admissions/Discharge Summary: 5 admissions and 4 discharges
- July 2011 thru February 2012: 65 Admissions / 64 Discharges; census is: 138 with 9 skilled and 21 private
- Month-End Aged Analysis

Agenda Item No. 2.b. Staffing

Mr. Purdy noted they hired a new Community Development Director, Tammy Lallo; former SCHC Transportation Director, who is making nice contacts with physicians, knows the facility and community well, and is a good choice – they are excited to have her on board.

Agenda Item No. 2.c. Upcoming Events – Decide on Date for Annual Pancake Breakfast

Mr. Purdy recommended Sunday, June 10th. The Board confirmed the date works for them. Ms. Callum noted Shannon Brickey, Director of Dietary Services, is seeking donations for the breakfast - such as maple syrup. Mr. Chanis requested Mr. Purdy purchase items they need, if unable to attain donations.

Agenda Item No. 3. **Department of Corrections Superintendent's Report, Ross L. Cunningham**

Agenda Item No. 3.a. Census

Supt. Cunningham distributed the March 20th Daily Report [Appendix C] from Sergeant Coughlan – total population 116. Cunningham noted, they are reviewing the pre-trial data stay, and will provide an update in their next report – this will include a three year analysis and will be broken down between to violations and pretrial. Cunningham confirmed of the two State prison inmates they are holding, one was traded with one County inmate.

3:24 *Rep. Charlene Lovett arrived*

Agenda Item No. 3.b. Staffing

Supt. Cunningham noted they have one (1) vacancy, which should be filled by the end of week; they are seeing an increase in applicant activity and looking at six (6) applications for the open position.

Agenda Item No. 3.c. Contracts: West Central Behavioral Health (WCBH) Professional Services FY13 Revised Renewal Contract

A copy [Appendix D.1-4] of the proposed professional services contract between the DOC and WCBH was distributed. Supt. Cunningham pointed out WCBH FY '13 fee is the same as what he proposed in the County's FY13 budget, but will increase by 3% in FY '14 – WCBH and County are on the same fiscal year. Cunningham noted they are

negotiating with their current psychiatrist – one doing his residency, to continue through the WCBH contract.

3:29 Motion: to authorize Superintendent to execute the contract with West Central Behavioral Health for professional psychiatric services. Made by: Barrette. Seconded by: Callum Jr. No discussion. Voice vote: All in favor.

Non Agenda Item Leadership New Hampshire: Criminal Justice & Families Day
Supt. Cunningham distributed a draft agenda [Appendix E.1-2] for a Leadership NH: *Criminal Justice & Families Day* program being hosted in the County, at the Community Corrections Center April 12th. Mr. Chanis and Supt. Cunningham noted, this is a group of 25-30 people - up and coming young leaders who are rising in their careers; they spend a full year, twice a month, learning about various aspects of NH - this particular day they are focusing on the criminal justice system. The program is run by Stephen Reno, UNH Cooperative Extension Chancellor and it was Dr. Malcolm Smith who invited NH Leadership to Sullivan County.

Non Agenda Item Telling My Story Program
Supt. Cunningham indicated Ms. Coplan, Program Director, is starting a third *Telling My Story* program next week with the male inmates - this piece will end mid-May.

**Agenda Item No. 5 .b. Second Chance Act Family –Based Adult Offender
Substance Abuse Treatment Program FY12 Competitive
Grant Announcement BJA-0212-3150: Authorize
Submission of Grant Application**

Mr. Chanis and Supt. Cunningham noted they would like to submit a proposal in response to the Second Chance Act Family-Based Adult Offender Substance Abuse Treatment Program FY2012 Competitive grant announcement [Appendix F.1-2]; funding for the Co-Occurring grant ends in September and this funding would carry on the treatment portion through WCBH, plus add funding for a Turning Points Network and UNH Cooperative Extension family piece. They have heard the federal government will announce, at a later date, a funding opportunity to continue the mental health piece through the Second Chance Act Co-Occurring program, which they will apply for at that time, also.

3:35 Motion: to authorize the County Administrator and Superintendent to apply for the Second Chance Act Family-Based Adult Offender Substance Abuse Treatment Program [BJA-2012-3150]. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.

Non Agenda Item DOC: Inmate Phone Contract and JMS

Supt. Cunningham reiterated info from last meeting: they've engaged vendors, two toured the facility, received responses, some are lengthy and are taking time to read through; he wants to work towards the best revenue, while marrying up the systems; will schedule vendors to provide a presentation to the Board – one vendor has already married up their systems with the visitation piece. Cunningham contacted Spillman – current vendor, to advise that the County will not renew as of June 2012. Cunningham confirmed he spoke about the kiosk and noted he would not engage if it was the type of thing we looked at before.

Comm. Nelson noted, he would like to see the Community Corrections Center plaque completed prior to ground breaking on their next project. Mr. Chanis confirmed he'd take care of this.

Agenda Item No. 4. County Administrator's Report, *Greg Chanis*

Agenda Item No. 4.a. Proposed FY13 Budget Schedule and Time Line

Copies of the updated FY 13 April budget review schedule for when the Commissioners meet with department heads was distributed. Mr. Chanis noted, as of Friday, the deadline for County grant applications, nine (9) requests were received, totaling \$205,000 – less than last year and this included one new grant applicant; County Administrator has budgeted \$162,000; interviews are being scheduled for Monday April 16th. Mr. Chanis will submit his proposed FY13 County budget to the Board next week.

Agenda Item No. 4.b. Biomass Project Update

Mr. Chanis noted, they successfully submitted the NH Public Utilities Commission grant application and received a nice letter of support from Senator Odell. The second grant application to the USDA Woody Biomass grant project deadline was extended to April 22nd, the application is 90% done. Mr. Cressy is attending a biomass energy conference in Saratoga NY, where Tom Wilson and Tom McCreary will be – this will give the County an opportunity to touch base with the USDA representative. Interest rates will be dropping on the USDA loan program from 3.75 to 3.5. Mr. Chanis confirmed through the USDA office in NH that, if the County decides to go the USDA loan route, they do not have to abide by Davis Bacon guidelines or procurement restrictions. Mr. Chanis feels loan vs. bond is better: can prepay loan, there is no \$15,000 fee as on the bond. Commissioner Nelson noted he spoke to Newport Town Manager who confirmed they had worked with USDA loans and came across no glitches. Mr. Chanis reminded the Board, if they go with the USDA loan, the USDA would be involved through all aspects, requiring sign off on each step – it's important to get them on board and working all together - USDA is not used to working on design build projects, which is what the County will be doing; however, they do have a check list for design build projects, which Chanis has reviewed and it does not appear to be too cumbersome. Chanis will make final recommendations at the next Board meeting and will notify NH Bond Bank of their

decision. Mr. Chanis noted, one other aspect: they will be demolishing two buildings, which may have asbestos; they are working with two local contractors, and working through ins and outs for best way and price to proceed; anticipate having all information by next meeting. Mr. Cressy confirmed the cow barn has ceiling tiles that are asbestos and under the last layer of outside siding, there are wood panels that may have asbestos.

Agenda Item No. 4.Item Central Dispatch Discussion Update

Mr. Chanis noted Central Dispatch Project discussions are now public; the City of Claremont Council voted, unanimously, to offer the County the Armory building for \$1.00 with a 60 day window to decide whether they would accept the proposal; the Central Dispatch presentation - that emergency agencies from all towns/city were invited to - will be held in Newport, at the Sugar River Bank Community Room at 6PM March 22nd. Those invited include: council, select board chairs, administrators, fire and police chiefs, ems, and the County State delegation members; so far 17 have responded; expecting 30-40 folks; room holds 100; the County Chair will welcome all and note we are on board if numbers work and if there is interest in moving forward; presentation will include: a brief summary by him, Bruce Beliveau will provide radio communications presentation piece, he will follow up with the other projects involved, then they'll open to questions; numbers previously provided remain the same. Mr. Chanis and Commissioners discussed how to bring closure to the project: suggest letter of intent for support. Mr. Mountain noted the Eagle Times would be running another article on the subject in tomorrow's paper.

Agenda Item No. 4.d. April County Government Month: Healthy Counties – Healthy Families

Mr. Chanis noted April is National County Government Month and this year's theme is Healthy Counties Healthy Families; the Commissioners received copies of: 1) a NACo kit on how county officials could bring awareness on programs and services provided, 2) a press release template, and 3) a proclamation template. Chanis noted he would prepare a press release in the next couple weeks; both Public Health Coordinator, Jessica McAuliff, and CURN Regional Network Coordinator, Liz Hennig, will be holding special things to celebrate the month.

Agenda Item No. 5 **Commissioners' Report**

Agenda Item No. 5.a. Old Business – there was none

Agenda Item No. 5.b. New Business

Decentralized Dining Update: Commissioner Nelson noted he toured the decentralized dining project area and had one comment – it doesn't look like residents can see the food before it is dished out. He asked if there was any way to change the setup. Mr. Cressy confirmed he, Mr. Purdy, and the Dietary Director would meet and discuss.

Agenda Item No. 6.

Public Participation

Rep. Lovett on USDA Loan Advisement

Rep. Lovett advised, government at all levels is struggling with less dollars and they should watch for terminology in the contract that notes "*this contract can be terminated if financial resources are reduced or eliminated*". Mr. Chanis confirmed he would attain a draft of the contract. Comm. Barrette reminded all the County can go out to bond, even if the funds fell through. Mr. Chanis noted, in our case, if we went with a USDA loan, and it fell apart – USDA would not give the loan until March - we could structure financing to keep debt outstanding to June.

Rep. Lovett on Thu., Mar. 22nd Central Dispatch Presentation

Rep. Lovett will be attending the Thu. Mar. 22nd 6PM Central Dispatch presentation. She asked if anyone performed a cost analysis of what would be saved. Mr. Chanis confirmed the model will say: for the same amount of money, you will get far better service, or, even more service - there may be slight savings, but the project is not being advertised as a major cost saver. Lovett asked if they would include a case study to support how central dispatch would improve the service; siting, case studies work well - regional dispatch center put into place with help with recent disaster due to Irene. Lovett also asked if calls made to FEMA would be helpful. Mr. Chanis indicated they have been in contact with FEMA and there is funding to help. Comm. Barrette noted, this is a well-run county, well equipped to handle the project. Comm. Nelson spoke on the benefits of a central dispatch being able to notify multiple emergency agencies instantaneously vs. the current radio system.

Rep. Lovett provided Legislative update

Rep. Lovett indicated she introduced a bill to reduce the burden on families admitting a family member who needs temporary respite services - currently they go through the same intake process as long term nursing home residents go through - this is counterproductive and the bill's intent is to make it simpler. The bill went to sub-committee. A letter was created siting the County facility was ill used for respite care - even though the capacity is there, less than 1% is in respite use. She noted, the need will only get higher as we are an aging population; respite is for any type of paying person; it would be a 'win, win' situation on all levels if passed. Though the bill was killed in sub-committee, the committee saw sufficient merit to push it on to the federal level - as so much of the health care issues are set at that level; this reason could be part of the barriers the bill was not passed at state level.

Agenda Item No. 7. Meeting Minutes Review

Agenda Item No. 7.a. March 6, 2012 Public Meeting Minutes

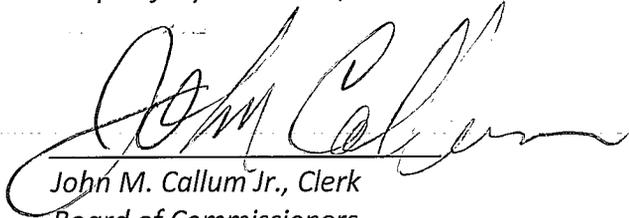
4:17 Motion: to approve the March 6, 2012 public meeting minutes with amended wording. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.

Agenda Item No. 7.b. March 6, 2012 Executive Session Meeting Minutes

4:18 Motion: to approve and release the March 6, 2012 Executive Session Meeting Minutes. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.

4:19 Motion: to adjourn the meeting. Made by: Barrette. Seconded by: Callum Jr. Voice vote: All in favor.

Respectfully submitted,



John M. Callum Jr., Clerk
Board of Commissioners

JMC/sjc

Date minutes approved:

04/03/12



Tuesday March 20th, 2012, 3 PM

Sullivan County NH, Board of Commissioners
Regular Business Meeting
AGENDA – 2nd Revision

Meeting Location: Unity County Complex – Sullivan County Health Care

Frank Smith Living Room, 1st Floor

MapQuest/Google Address: 5 Nursing Home Drive, Claremont, NH 03743

- 3:00 PM – 3:15 PM 1. Sheriff's Office Report, *Sheriff Michael Prozzo*
- Highway Safety Grant
- 3:15 PM – 3:35 PM 2. Sullivan County Health Care Administrator's Report, *Ted Purdy*
- a. Census
 - b. Staffing
 - c. Upcoming Events – Decide on Event Date for Annual Pancake Breakfast
- 3:35 PM – 3:55 PM 3. Department Of Corrections Superintendent's Report, *Ross L. Cunningham*
- a. Population Census
 - b. Staffing
 - c. Contracts: West Central Behavioral Health Professional Services FY13 Revised Renewal Contract
- 3:55 PM – 4:10 PM 4. County Administrator's Report, *Greg Chanis*
- a. Proposed FY13 County Budget Update
 - b. Biomass Update
 - c. Central Dispatch Discussion Update
 - d. April County Government Month: Healthy Counties-Healthy Families
- 4:10 PM – 4:25 PM 5. Commissioners' Report
- a. Old Business
 - b. New Business
 - i. Second Chance Act Family-Based Adult Offender Substance Abuse Treatment Program FY12 Competitive Grant Announcement BJA-2012-3150: Authorize submission of grant application

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



- 4:25 PM – 4:35 PM 6. Public Participation
- 4:30 PM – 4:35 PM 7. Meeting Minutes Review
a. Mar 6, 2012 Public Meeting Minutes
b. Mar 6, 2012 Executive Session Meeting Minutes
- 4:35 PM 8. Adjourn meeting

Upcoming Events / Meetings:

- **Mar 22nd Thu. Sullivan County Criminal Justice Coordinating Committee Meeting:** Discussions on funding opportunities, District Court Proposal and Juvenile Justice programs
- **Time:** 11 AM
 - **Place:** Newport, 14 Main Street – 1st Floor Commissioners Conf. Rm
- **Mar 22nd Thu. Central Emergency Dispatch Meeting:** Discussions with county safety and municipal officials
- **Time:** 6 PM
 - **Place:** Newport, 10 North Main Street – Sugar River Community Room
- **Apr 3rd Tue. Sullivan County Board of Commissioners Meeting**
- **Time:** 3 PM
 - **Place:** Newport, 14 Main Street – 1st Floor Commissioners Conf. Rm
- **Apr 9th Mon. Public Health: Healthy Homes Kick Off Event**
- **Time:** 8 AM – 12:00 PM
 - **Place:** Newport, 10 North Main Street – Sugar River Community Room

**CONTRACTUAL AGREEMENT
FOR HIGHWAY SAFETY PROJECT GRANT**

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

COPY

For HSA Use Only

Date Received	Project Number
Date Approved	PSP and Task # 12-03, 02

Part I

1. Project Title Sullivan County Sheriff's Enforcement Patrols	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
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3. Applicant A. Name of Agency DUNS Number 105724371 Sullivan County Sheriff's Department	B. Address of Agency PO Box 27, 14 Main Street Newport NH 03773-0027
C. Government Unit (Check One) <input type="checkbox"/> State <input type="checkbox"/> City/Town <input checked="" type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit Sullivan County Sheriff's Department PO Box 27, 14 Main Street Newport, NH 03773-0027

4. Contract Duration A. Contract Period Start Date: April 1, 2012 Termination Date: September 15, 2012	Functional Area SC - Speed Control CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio
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6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services	\$6,300.00	\$6,300.00			
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit					
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$6,300.00	\$6,300.00			

7. Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (<u>\$6,300.00</u>)

February 2012

MEDICARE							
	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	243	9	239	8	261	9	-22
REVENUE	\$122,700.59		\$111,723.25		\$130,500.00		-\$18,776.75
AVERAGE RATE PER DAY	\$504.94		\$467.46		\$500.00		-\$32.54

PRIVATE							
	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	564	20	519	18	580	20	-61
REVENUE	\$132,540.00		\$129,765.00		\$142,100.00		-\$12,335.00
AVERAGE RATE PER DAY	\$235.00		\$250.03		\$245.00		\$5.03

MEDICAID							
	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	3,174	113	3,185	110	3,277	113	-92
REVENUE	\$457,659.08		\$454,499.50		\$472,510.63		-\$18,011.13
AVERAGE RATE PER DAY	\$144.19		\$142.70		\$144.19		-\$1.49
MCD Bed hold @ \$0.00							

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

MANAGED CARE							
	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	0	0.0	0	0	0
REVENUE	\$0.00		\$0.00		\$0.00		\$0.00
AVERAGE RATE PER DAY	\$0.00		\$0.00		\$0.00		\$0.00

	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
TOTAL CENSUS	3,981	142.2	3,943	136.0	0	142.0	
AVERAGE CENSUS	\$742,899.65		\$695,987.75		\$745,124.33		-\$49,136.58

MEDICARE B REVENUE							
	Feb 2011 Compare	Feb 2011 AVG CENSUS	Feb 2012 Actual	Feb 2012 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
REVENUE	\$26,213.53		\$49,352.29		\$40,235.32		\$9,116.97
AVERAGE RATE PER DAY	\$739,113.18		\$745,340.04		\$785,359.64		-\$40,019.60
TOTAL MONTHLY REVENUE VARIANCE							(\$40,019.60)

Revenue Review thru 02/29/2012

	Annual Budget	244 Days YTD Budget	YTD	Variance	
Medicaid	5,947,116	3,975,608	4,192,216	216,609	
Private	1,788,500	1,195,600	668,669	(526,931)	
Insurance	20,000	13,370	13,357	(13)	
Respite (HCBC)	5,000	3,342	2,363	(980)	
Medicaid Assessment	1,876,647	938,324	762,148	(176,176)	Paid quarterly (2nd qtr paid)
Medicare Part B (Total)	506,410	338,532	356,090	17,558	
Medicare Part A	1,642,500	1,098,000	809,651	(288,349)	
Proshare	598,052			-	Paid at end of FY
Net Variance from Operations				(758,281)	
Misc Income	15,000	10,027	20,364	10,336	
Laundry	85,000	56,822	50,437	(6,385)	
Cafeteria	15,000	10,027	12,157	2,130	
Meals	339,164	226,729	226,109	(619)	
Prior Year ARRA adj			(394)	(394)	
Total Revenue	12,838,389	7,866,379	7,113,166	(753,213)	

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		RESPITE		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	85.13%	1,457	11.42%	231	6.87%	12	0.43%	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			#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
3RD QUARTER	9,360	6,613	81.31%	995	12.23%	512	6.30%	0	0.00%	12	0.15%	1	0.01%	8,133	86.89%
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	38,064	27,609	83.40%	3,748	11.32%	1,710	5.17%	12	0.04%	12	0.04%	15	0.05%	33,106	98.71%
YTD AVG.		113.2		15.4		7.0		0.0		0.0		0.1		135.7	

Avg
Census

134.0

137.5

12=HMO/MRA Replaced

135.6

Resident Census - FY 11

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		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%	3	0.07%	4263	91.09%
1ST QUARTER	14,352	10,446	80.23%	1,745	13.40%	811	6.23%	11	0.08%	2	0.02%	5	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	81.75%	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	0.02%	4490	92.85%
Feb-11	4368	3201	80.41%	536	13.46%	243	6.10%	0	0.00%	0	0.00%	1	0.03%	3981	91.14%
Mar-11	4836	3356	80.48%	640	15.35%	171	4.10%	0	0.00%	0	0.00%	3	0.07%	4170	86.23%
3RD QUARTER	14,040	10,257	81.14%	1,752	13.86%	627	4.96%	0	0.00%	0	0.00%	5	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%	2,248	17.86%	785	6.24%	15	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)

	Feb 2012	Jan 2012	Dec 2011	Nov 2011	Oct 2011	Sep 2011	Aug 2011	Jul 2011	Jun 2011	May 2011	Apr 2011	Mar 2011	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	5	11	10	9	10	9	4	7	4	6	10	11	96	16
MCR # Admits & Readmits	3	9	8	6	9	7	2	3	3	4	7	6	67	12
MCR # Discharges from facility	1	5	5	2	2		1	1	4	4	1	3	29	6
MCR Discharged LOS	31.0	43.2	14.0	49.0	21.5		33.0	37.0	42.0	22.0	20.0	30.7	30.9	41.2
MCR # End or A/R Change	5	3	5	3	5	3	2	4	5	1	1	5	42	8
MCR End or A/R Change LOS	35.6	42.3	52.2	36.3	22.2	14.7	6.0	42.5	83.0	40.0	29.0	52.2	41.8	38.1
Total Average MCR LOS	34.8	42.9	33.1	41.4	22.0	14.7	15.0	41.4	64.8	25.6	24.5	44.1	37.4	39.4
Total MCR Days	239	273	340	333	294	89	30	112	233	291	261	171	2666	512
Rehab RUGs	237	271	330	333	290	89	20	107	215	270	255	171	2588	508
% of Total MCR Days	99%	99%	97%	100%	99%	100%	67%	96%	92%	93%	98%	100%	97%	99%
Non-Rehab RUGs	2	2	10		4		10	5	18	21	6		78	4
% of Total MCR Days	1%	1%	3%		1%		33%	4%	8%	7%	2%		3%	1%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	120	164	170	150	155	54	15	29	79	70	62	63	1131	284
% of Total MCR Days	50%	60%	50%	45%	53%	61%	50%	26%	34%	24%	24%	37%	42%	55%
B ADL (medium dependency)	48	64	90	41	44	22	11	5	70	167	93	42	697	112
% of Total MCR Days	20%	23%	26%	12%	15%	25%	37%	4%	30%	57%	36%	25%	26%	22%
C ADL (high dependency)	71	45	80	142	95	13	4	78	84	54	106	66	838	116
% of Total MCR Days	30%	16%	24%	43%	32%	15%	13%	70%	36%	19%	41%	39%	31%	23%
Medicare Net Revenue	\$ 111,723	\$ 123,133	\$ 157,881	\$ 159,233	\$ 146,775	\$ 49,530	\$ 12,082	\$ 56,328	\$ 128,317	\$ 162,808	\$ 159,085	\$ 98,315	\$ 1,365,209	\$ 234,856

Feb 2012							
FY12							
Admission/Discharge Summary							
					Admissions		Discharges
HCB		Home			0		0
					0		0
MCD		Assisted Living					
		Expired					2
		Home					
		Hospital					1
		Nursing Home					
				MCD Subtotal	0		3
MRA		Assisted Living					
		Expired					1
		Home					
		Hospital			3		
		Nursing Home					
				MRA Subtotal	3		1
HMO INS		Home					
INS (MRA-replacemer		Hospital					
					0		0
PVT		Assisted Living			1		
		Expired					
		Home			1		
		Hospital					
		Nursing Home					
		Private home/apartment					
					2		0
				PVT Subtotal			
TOTAL					5		4

July 2011 thru February 2012							
YTD FY12							
Admission/Discharge Summary							
					Admissions		Discharges
HCB		Home			2		2
					2		2
MCD		Assisted Living			2		1
		Expired					11
		Home			1		
		Hospital			6		23
		Nursing Home					1
				MCD Subtotal	9		36
MRA		Assisted Living					3
		Expired					9
		Home					
		Hospital			45		5
		Nursing Home			2		
				MRA Subtotal	47		17
HMO(MRA-replaced)		Home					1
INS		Hospital			1		
					1		1
PVT		Assisted Living			1		
		Expired					5
		Home			5		
		Hospital					3
		Nursing Home					
		Private home/apartment					
					6		8
				PVT Subtotal			
TOTAL					65		64

Month-end Aged Ana

Sullivan County Health Care (SC)
For the Month of Feb, 2012

Resident (Res #) (Discharge Date)	Feb/	Jan/	Dec/	Nov/	Oct/	Sep/	Aug/	Jul/	Jun/	May/	Apr/	Mar/	Feb/	Balance
Aged Analysis Summary							801.60	1,122.24		1,442.88	1,442.88		2,508.16-	2,301.44
HCB														
INS	17,077.82	21,886.80	15,634.10	10,851.72	7,171.27	1,759.07	1,538.30	688.83	4,971.68	6,258.37	2,893.68	2,968.46	57,880.08	151,880.18
MCD	359,310.53	12,507.65	16,360.46	6,632.65	12,484.32	15,296.32	23,342.03	9,449.15	4,569.05	15,279.48	2,519.36	6,057.82	37,281.83	521,090.45
MCP									0.20	0.31	0.17		6,692.35-	90,154.11
MRA	82,245.25	14,631.05	16.55-	0.69-	13.48-	0.11	0.09							
MRB	39,482.04	1,316.83	668.32	2,044.41	1,663.68	1,262.12	147.10	50.03	223.77	64.24	946.27	1,167.72	49,743.59	98,770.12
MRX	14,039.50	11,872.00	3,350.54	1,415.00	598.00				121.80-	46.20	1,491.20	265.47-	36,832.26	69,257.43
MXA	3,970.82	4,548.04	747.53	635.08	24.74	89.09-	157.73-	187.99-	43.10	217.66	182.11	698.74-	13,887.77	23,123.30
MXB	19,115.27	20,630.23	12,926.00	19,559.02	12,907.55	11,806.50	6,745.22	4,605.05	5,784.17	11,669.70	12,601.31	12,645.26	187,054.95	338,050.23
PVT	2,719.46	2,053.91-	2,684.61-	2,883.70	3,329.45	599.71	1,999.55	367.22	1,200.70	4,687.91	4,637.61	4,281.43	2,009.72	23,997.94
RES													375.00-	375.00-
PHC													100.00	100.00
HST														
PIN														
HSR														
Totals:	537,960.69	85,338.69	47,005.79	44,020.89	38,155.53	30,634.74	34,416.16	16,094.53	16,670.87	39,666.75	26,814.59	26,156.48	375,214.49	1,318,150.20
	40.81%	6.47%	3.57%	3.34%	2.89%	2.32%	2.61%	1.22%	1.26%	3.01%	2.03%	1.98%	28.47%	100.00%



Sullivan County Department of Corrections
 103 County Farm Rd
 Claremont, NH 03743

Appendix C

Intra-Department Memorandum

From: Sergeant S. Coughlan
 Subject: Daily Report
 To: Superintendent Ross L. Cunningham

Date: March 20th, 2012
 At: Classification Department

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody
Male - 52	Male - 16	Male - 0
Female - 12	Female - 9	Female - 0

Total In-House Population: 89 In-House Population on 03/20/2011 - 81

Unit Breakdown (included in the above count):

Unit 1 - 22	Male Flex - 15	Female Flex - 2
Unit 2 - 10	Male Treatment - 6	Female Treatment - 5
Unit 3 - 18	Male Work Release - 7	Female Work Release - 2

OBS - 2

Jail Total: 52 **CCC Total: 37**

CENSUS DATA:

Home Confinement/EM	Hillsborough Cty	Cheshire Cty	Strafford Cty
Male - 9	Male - 0	Male - 1	Male - 1
Female - 2	Female - 0	Female - 1	Female - 0
NHSP/SPU	Grafton Cty	Merrimack Cty	Carroll Cty
Male - 9	Male - 0	Male - 3	Male - 1
Female - 1	Female - 1	Female - 1	Female - 0

Total Census Population: 116 Census Population on 03/20/2011 - 113

Individuals Housed at SCDOC for other Facilities:

2 Male from NHSP
 1 Male/1 Female from Cheshire County DOC
 1 Female from Grafton County DOC

Individuals seen by P&P prior to release:

Males - 0 Females - 0

Pre-Trial Services Program - Total: 16
 Male - 13
 Female - 3

WEST CENTRAL BEHAVIORAL HEALTH
AFFILIATE OF THE DEPARTMENT OF PSYCHIATRY, DARTMOUTH MEDICAL SCHOOL

Appendix D.L.

March 15, 2012

Mr. Ross Cunningham, Superintendent
Sullivan County Department of Corrections
103 County Farm Road
Claremont, NH 03743

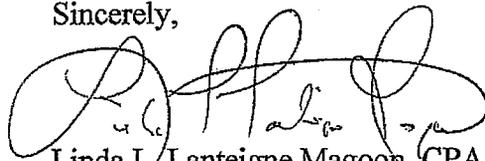
Dear Mr. Cunningham:

Enclosed are two copies of a revised contract renewal for behavioral health services for the 2013 fiscal year to be provided by West Central Behavioral Health to the Sullivan County Department of Corrections as a result of your discussion with Suellen Griffin.

The renewal terms of the contract remain unchanged from the fiscal year 2012 contract currently in place. ***Please note that contract rates will increase by a minimum of 3% in fiscal year 2014.*** If the enclosed terms meet your needs, please sign both copies of the enclosed contract, retain one copy for your files and return the second copy to my attention.

If you have questions in regards to the enclosed proposed contract, please contact me via phone at (603) 448-0126 x2102 or via email at llanteigne@wcbh.org.

Sincerely,



Linda L. Lanteigne Magoon, CPA, MBA
Chief Financial Officer

Enc.

WEST CENTRAL BEHAVIORAL HEALTH

AFFILIATE OF THE DEPARTMENT OF PSYCHIATRY, DARTMOUTH MEDICAL SCHOOL

Appendix 0.2

PROFESSIONAL SERVICE CONTRACT

THIS AGREEMENT outlines the relationship between West Central Services, Inc. hereafter referred to as the Contractor and Sullivan County Department of Corrections hereinafter referred to as the Contractee. This contract represents the entire contractual relationship between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

SERVICES OF THE CONTRACTOR

The Contractor agrees to provide the following professional services to the Contractee:

Psychiatric services including psychiatric evaluations and medication management to residents of the correctional facility 3 hours per week which includes 2½ hours direct service time plus 30 minutes travel time to and from the facility per visit.

Emergency services on an as needed basis.

In-service training related to the behavioral health care of residents of the facility, as requested.

PERIOD OF SERVICE

The Contractor shall complete all services described above for the duration of the fiscal year which constitutes the time period July 1, 2012 – June 30, 2013.

COMPENSATION

In exchange for the services outlined above, the Contractee agrees to pay West Central Services, Inc. \$445.00 per visit for the delivery of services by a staff psychiatrist and \$320.00 per visit for the delivery of services by a psychiatric resident or ARNP plus an additional .42 cents per mile for travel reimbursement to and from the facility.

Emergency services shall be billed at a rate of \$115.00 per hour plus travel costs.

In-service training shall be billed at the rate of \$145.00 per hour plus travel costs.

The Contractor shall submit invoices to the Contractee for all services provided on a monthly basis with payment expected within 30 days from the invoice date.

COMMUNICATIONS AND RECORDS

It is agreed by both parties that they shall communicate and otherwise cooperate with one another in the performance of this agreement in order that its purpose may be fulfilled, and to this end the parties agree to communicate and notify one another in writing as to all matters pertaining to the parties' performance of this agreement. This contract may not be waived or modified except by mutual written agreement.

In administrative relationships, the Contractor's provider shall be under the direction of the Administrator/CEO of the Contractee while at the Contractee's site and shall be responsible to said Administrator for abiding by the administrative regulations of the facility. In no way shall control of administrative matters interfere with the Contractor's function and role as an independent contractor and Contractee shall not exercise any discretion or control over methods, means, or manner by which Contractor's provider engages in its professional work.

The Contractee and Contractor shall observe and adhere to all applicable Federal and State requirements relating to confidentiality of records and information and each agrees not to allow examination of records or disclose information without proper consent, except as may be required by law. All medical records are the property of the Contractee.

The Contractor agrees to prescribe medications in accordance with a recommended medications formulary unless factors such as allergies or other conditions do not allow for this practice. The medications formulary is the responsibility of the Contractee to provide on annual basis to the Contractor.

INSURANCE

The Contractor shall maintain professional liability insurance for its employee whom is providing services to the Contractee in the amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate.

The Contractee shall have in place and be responsible for maintaining for the duration of this contract, its own comprehensive and general liability insurance in the amount of \$1,000,000. A certificate of insurance substantiating proof of coverage may be requested of the Contractee

FORCE MAJEURE.

A Party shall be not be considered in breach of or in default under this Agreement on account of, and shall not be liable to the other Party for, any delay or failure to perform its obligations hereunder by reason of fire, earthquake, flood, explosion, strike, riot, war, terrorism, or similar event beyond that Party's reasonable control (each a "Force Majeure Event"); provided, however, if a Force Majeure Event occurs, the affected Party shall, as soon as practicable:

- (a) notify the other Party of the Force Majeure Event and its impact on performance under this Agreement; and
- (b) use reasonable efforts to resolve any issues resulting from the Force Majeure Event and perform its obligations hereunder.

NOTICE.

Any notice or other communication provided for herein or given hereunder to a Party hereto shall be in writing and shall be given in person, by overnight courier, or by mail (registered or certified mail, postage prepaid, return-receipt requested) to the respective Parties as follows:

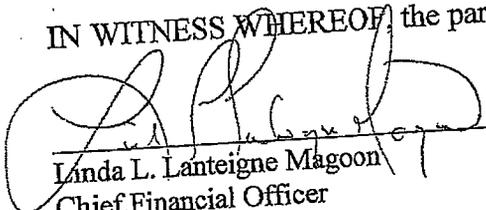
If to the Contractee:
Sullivan County Department of Corrections
Attn: Ross Cunningham, Superintendent
103 County Farm Road
Claremont, NH 03743

If to the Contractor:
West Central Services, Inc.
Attn: Linda L. Lanteigne Magoon, CFO
9 Hanover Street, Suite 2
Lebanon, NH 03766

TERMINATION

This agreement may be terminated only upon the agreement of both parties with sixty (60) days advance written notice.
In the event of such termination, the Contractor shall be paid for services performed prior to receipt of said notice of termination including reimbursable expenses when incurred.
If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, will remain in full force and effect as if such invalid or unenforceable term had never been included.

IN WITNESS WHEREOF the parties hereto have executed this Contract this day:



Linda L. Lanteigne Magoon
Chief Financial Officer
West Central Services, Inc.

3/15/2012
Date

Ross L. Cunningham
Superintendent
Sullivan County Department of Corrections

Date

Leadership New Hampshire

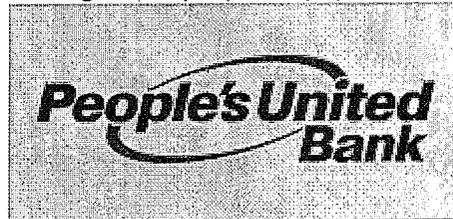
Building a Community of Informed Leaders

CRIMINAL JUSTICE AND FAMILIES DAY

Sullivan County Jail, 103 County Farm Road, Claremont, New Hampshire 03743-7302

April 12, 2012

This Program Day is proudly sponsored by:



GOALS

- To familiarize Associates with some of the current issues surrounding the criminal justice system in N.H.
- To understand the circumstances which lead up to incarceration, and to learn more about rehabilitation efforts
- To examine the broader societal issues which directly impact the criminal justice system, e.g. juvenile justice, poverty, education, family structure, substance abuse, mental health, health care, etc.
- To compare the costs (both economic and societal) of maintaining a reactive system as opposed to a proactive approach, including increased support for education, health, and human services.

AGENDA

- 8:00 **Coffee and Arrival**
- 8:15 **Homeroom**
- Debrief Action Assignment
 - Goals for the Session Day— Steve Reno
- 9:15 **Welcome from Session Day Sponsor**
Dianne Mercier, LNH '09. President, People's United Bank
- 9:30 **Introduction to the Sullivan County/Lake Sunapee Region**
Greg Chanis, County Administrator
- 10:00 **Setting the Stage: The Jail and Prison Systems in New Hampshire**
Christopher Keating, Executive Director, New Hampshire Public Defender
- 10:45 **Telling the Stories: The Dartmouth Prison Project**
Pati Hernandez, Instructor, Dartmouth College, Founder, Telling the Stories
- 12:00 **Lunch**
- 12:45 **Tour of the Sullivan County Jail**
Ross Cunningham, Superintendent
Jane Coplan, Program Director

- 1:30 **"Treatment versus Incarceration: A National Perspective"**
Kevin Warwick, President, Alternative Solutions Associates
- 2:15 **Break**
- 2:30 **"The New Hampshire Perspective"** – Hon. Tina Nadeau, Chief Justice of the NH Superior Court; William McGonagle, Assistant Commissioner for NH Department of Corrections; and Abigail Albee, Esq., Director of Legal Services, NH Public Defender
- 3:15 **"Family Connections – A Groundbreaking Program in New Hampshire"**
Kristina Toth (LNH '09), Director, Family Connections Center - Concord
Guest Speaker (s) – Family Connections Clients
- 4:00 **"Concluding Remarks and Short Discussion"**
Malcolm Smith, PhD, (LNH '10) Associate Professor, Department of Family Studies, Family Life and Policy Specialist, UNH Cooperative Extension

DRAFT



The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is pleased to announce that it is seeking applications for funding under the Second Chance Act Family-Based Offender Substance Abuse Treatment Program. This program furthers the Department's mission by providing resources to states, units of local government, and federally-recognized Indian tribal governments to establish or enhance family-based residential substance abuse treatment programs in correctional facilities including recovery and family supportive services.

Second Chance Act Family-Based Adult Offender Substance Abuse Treatment Program FY 2012 Competitive Grant Announcement

Eligibility

Applicants are limited to states, units of local government, and federally-recognized Indian tribal governments (as determined by the Secretary of the Interior).

Mandatory Certification Requirements (Statement of Assurance and Service Provider Licensing/Accreditation/ Certification Documentation): All applicants must certify that any treatment program proposed in the application is clinically appropriate and will provide comprehensive treatment.

Applicants must also provide official documentation that all collaborating service provider organizations are in compliance with all requirements for licensing, accreditation, and certification, including state, local (city and county), and tribal requirements, as appropriate. See Appendix 2 on page 31 for more information.

Mandatory Coordination Requirement: If the applicant is not the Single State Agency (SSA) for Substance Abuse Services, applicants must demonstrate that the proposal has been developed in consultation with the SSA. Applications submitted by federally-recognized tribes must submit a Tribal Authorizing Resolution. See www.samhsa.gov/Grants/ssadirectory.pdf for a listing of the SSA entities.

BJA also administers the Residential Substance Abuse Treatment (RSAT) for State Prisoners Program, the Justice and Mental Health Collaboration Program, the Second Chance Act Adult Offender Reentry Program for Planning and Demonstration Projects, and the Second Chance Act Reentry Program for Adult Offenders with Co-Occurring Substance Abuse and Mental Health Disorders. If the applicant jurisdiction is, or becomes, a recipient of funds under any of these other programs for the purposes of provision of treatment and/or reentry services for incarcerated offenders, the applicant should clearly address how these initiatives will be strategically coordinated within the eligible target population to maximize efficiency for program participants, effectiveness, sustainability, and avoid duplication of resources.

BJA may elect to make awards for applications submitted under this solicitation in future fiscal years, dependent on the merit of applications and on the availability of appropriations in future years.

Deadline

Applicants must register with Grants.gov prior to submitting an application. (See "How To Apply," page 16. All applications are due by 11:59 p.m. eastern time on April 24, 2012. (See "Deadlines: Registration and Application," page 5).

Contact Information

For technical assistance with submitting the application, contact the Grants.gov Customer Support Hotline at 800-518-4726 or 606-545-5035 or via e-mail to support@grants.gov.

Note: The Grants.gov Support Hotline hours of operation are 24 hours a day, 7 days a week, except federal holidays.

For assistance with any other requirement of this solicitation, contact the BJA Justice Information Center at 1-877-927-5657, via e-mail to JIC@telesishq.com, or by [live web chat](#). The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time, Monday through Friday, and 8:30 a.m. to 8:00 p.m. eastern time on the solicitation close date.

Grants.gov number assigned to announcement: BJA-2012-3150

Release date: February 23, 2012