

**County of Sullivan, NH
Board of Commissioners
Regular Business Meeting Minutes
Monday, June 16, 2014; 3:00 PM
Unity, NH County Complex
Sullivan County Health Care**

Attendees: Commissioners Jeffrey Barrette, Chair, and Bennie Nelson, Vice Chair; Jessie Levine, County Manager; John Cressy, Facilities & Operations Director; Ross L. Cunningham, DOC Superintendent; Ted Purdy, Sullivan County Health Care Director; Lionel Chute, Natural Resources Director; Kirsten Skeie, Account Clerk II/Videographer; and Sharon Callum, Minute Taker/Administrative Assistant.

Public attendees: Representative John Cloutier, Delegation Chair/District; Gayle Hedrington, 99.7 WNTK reporter

3:15 The Chair opened the meeting and led all in the *Pledge of Allegiance*.

Agenda Item No. 1. Facilities & Operations, John Cressy, Facilities Director

Agenda Item No. 1.a. Biomass Update: The facility is currently shut down for the annual maintenance. They burned up the wood chips as much as possible as an inside inspection will be conducted. A State inspection is scheduled for next week. This event is a good exercise and provides an opportunity to scrub and paint things. During shut down, they are running on propane and a little fuel oil. There was a lot of interest and good questions during the annual pancake breakfast biomass facility tours.

They are waiting on Cambridge to re-engineer the belt filter; once completed, they'll be able to perform renewable energy credit (REC) qualification testing. Cambridge has several designs they are starting to test this week and a materials order is being compiled in order to have here by mid-July. During testing, they are required to run at maximum load for several hours. The group discussed testing maximum load strategies. After a brief discussion related to the REC program, Cressy indicated he would follow up with Tom Wilson, as the Commissioner Chair requested a clearer picture on the REC process.

The County Manager said that she and the Facilities Director are compiling a list of unfinished projects and items to re-assign Fund balance and anticipate having it to the Commission earlier this year than last year.

Agenda Item No. 1.b. Water Well Update: Plumbing is done, building is up, electrical is in progress, and they are contacting the State to perform the final tests.

Agenda Item No. 2. Department of Corrections, Ross L. Cunningham, Superintendent

Agenda Item No. 2.a. Population Census Review & Staffing Update: The Population Data was distributed [Appendix A.1-2]. Today's census is at 89. Cunningham confirmed "pretrial" census

denotes ones who come in for UAs [urine analysis]. Control switches are being replaced and they've transitioned to manual keys, in the meantime. Cunningham thanked Cressy and staff for their work on this project. DOC has received approval for \$7,500 additional RSAT funding, which requires Commissioner Nelson to ratify. The paperwork will be forwarded to the Commissioners' Office once it arrives. Cunningham will be working on two memoranda of understanding for services they hope to provide to the VA and Employment Security. Both approached the NHAC DOC Affiliate to enter data. The jail case managers will be responsible for collecting and entering the data, which will provide for communication efficiencies. Cunningham met the VA Director Friday. This project is being conducted in VT, ME, MA and NH. The project helps Employment Security follow each person while in custody.

Agenda Item No. 3. Sullivan County Natural Resources, Lionel Chute, Director

Agenda Item No. 3.a. Project Updates: Chute is wrapping up year-end financials to ensure that any pending contracts are taken care of. He met with Burt Spaulding of Slow Burners to discuss the mowing of County fields. Chute will send the draft agreement to County Manager Levine.

The High Tunnel project is going well; construction is done and the "skinning" takes place the second week of July. NRCS representatives will be at the event, which is open to the public. They received tremendous volunteer support, with volunteers from Charlestown, Claremont, Newport and Unity; a thank you letter will be presented to the volunteers at the event. The project received several donations: \$100 from the Grantham Garden Club, \$50 from Distant Hill Gardens in Walpole, and 58 bags of MooDirt from Go Green Landscapes from Claremont. They also purchased tongue and groove paneling from R. L. Balla Inc., along with other lumber and supplies from Lambert Building Supply, at cost. Chute thanked Cressy and Facilities staff for providing a generator and for mowing and also thanked the DOC for coordinating inmate help, both on the high tunnel and landscaping projects.

Chute discussed the plants re-planted and/or swapped out for new plant material at the Unity Complex campus.

Chute is going to attend the June 18, 2014 Upper Valley Lake Sunapee Planning Commission annual meeting. Chute discussed a competitive Clean Water Act Culvert Inventory partnership project with UVLSRPC and local municipalities. They've submitted a letter of intent; if applied for, and funding is approved, funds would help inventory culverts through a GIS mapping system and assist with replacing culverts rusted or "blown out" due to increased precipitation, plus, replace ones in a "hanging" state where erosion occurred. The physical work would be done by the municipalities and would include creating a silt bottom to make it meaningful for aquatic passage. This project is watershed based and he chose the Little Sugar River area due to the high number of culverts, the tributary is on County property, and support from the Unity Road Agent. The Commission Chair requested more project information before he would consider approving - he wants to ensure time and resources are properly allocated. Chute noted they should hear more within three weeks and that his time commitment would be mainly outreach, not physical work, to ensure that data collected would be valuable to them. He added that this type of work falls

under the Conservation District role and the County receives a direct benefit as a portion of the Little Sugar River watershed is on County land and part of natural resource preservation.

Chute asked for assistance from Commissioner Nelson to complete a survey for the Native Pollinator project; he anticipates collecting base line data from fruit growers who require crop pollination, by July 1, 2014.

Agenda Item No. 3.b. Liability Insurance Coverage: Ms. Levine noted she has been in contact with the County's insurance carrier, Primex, regarding the Conservation District liability coverage issue. There has been an assumption that Primex provided coverage for this role, which turns out not to be reality. Because Chute's position is full time and the County has paid Workers Compensation all along, that coverage is established and clear. However, with respect to liability insurance, Primex reviewed its policy and determined that the Conservation District is, in effect a separate government entity and not part of the County coverage. For resolution, Primex identified three criteria that, if met, would allow the County to cover the Conservation District:: 1) that the Conservation District be managed by a full-time employee (which it is); 2) the Conservation District office headquarters and primary functions are located on County property (which they are); and 3) Conservation District funds would be under the fiscal oversight of the County (which is in process). Levine has spoken with auditors, who have outlined a plan for managing District funds, and Levine said that the Conservation District Board of Supervisors voted to transfer funds to the County and understand that this would require following the more strict County finance policies. Levine has assured Primex they are working through this and Primex has issued an insurance certificate extending coverage to the Conservation District. Other counties have attained outside liability insurance, which costs between \$800-1,000. There will be no cost increase under the Sullivan County model.

Agenda Item No. 4. Sullivan County Health Care, Ted Purdy, Administrator

Agenda Item No. 4.a. Census Review & Staffing Update: Mr. Purdy reviewed the following reports [Appendix B.1-6]:

- Medicare, Private, Medicaid, HCBC, Insurance/Managed Care, Medicare B Revenue: total May average census is 136 vs. 138 budgeted; Private average came in at 13 vs. 18 budgeted; Medicaid came in at 117 census vs. 111 budgeted; the average per day census is higher; HCBC Respite provided a little positive variance of 8; total monthly variance ended with \$7,000 negative,
- SCHC revenue review thru 05/31/2014: this report is marked "draft" as they have not closed for the month; Purdy anticipates 2 million in ProShare – if so, it would be above budget; Year To Date revenue was \$346,468,
- Sullivan County Nursing Home Quarterly Resident Census: average census is running at 136 vs. 134 for the same quarter in FY13; 142 is today's census; Medicare census was 4 at first of month and now at 7.
- Summary Admission/Discharge Report 5/1/2014-5/30/2014: 10 admissions / 6 discharges,
- Summary Admission / Discharge Report 7/1/2013 – 5/30/2014: 75 admissions/70 discharges,

- Interim Aged Analysis.

Agenda Item No. 4.b. Any other nursing home business: Write off Request

The Commissioners reviewed an e-mail memo dated June 13, 2014 from Ted Purdy with a seven-page document [Appendix C.1-8] related to nursing home resident account obligations, reflecting a total FY14 write off request of \$144,615.34. Purdy stated that \$200,000 was budgeted for FY14 write offs and FY13 write offs were \$189,000. Purdy discussed the Sullivan County Health Care (SCHC) largest unpaid account #2046, a Private account, where the family ran into difficulties having the resident approved for Medicaid. They finally received authorization to fund the previous short fall through current social security liability insurance, but the resident deceased prior to SCHC recouping the \$36,000. Purdy discussed other billing difficulties they ran into with CMS caps placed, denied services, appeals made and denied, all reflected within the write off request presented. He discussed a pending December decision on how much Med. B or Part A services are to be included (therapy services), how it works with Genesis billing, the appeal process, and mechanism receiving a credit if appeal approved, and amount they will pay if appeal approved. The Commission Chair wanted to know the mechanism SCHC uses for Genesis to get their portion for those appealed and denied. Purdy noted it should appear on the bill and will check into the process.

3:58 Motion: to go with the SCHC Administrator's recommendation and write off the \$144,615.34 [See appendix C detailed document]. Made by: Nelson. Seconded by: Barrette. A voice vote was taken with all in favor.

Agenda Item No. 5. County Manager's Report, Jessie W, Levine

Agenda Item No. 5.a. IT Services Update: Ms. Levine met with Mike Demars of Competitive Computers (CC) and received a verbal initial IT findings report. The report will be finalized and presented June 23, 2014 at 10:00 a.m. at a department head meeting in Newport, where they'll review findings and priorities. IT in the Unity complex was found to be in the worst shape. Levine will bring a plan on how they will be spending down IT budget to the Commission's next meeting. Every penny will be designated. They anticipate replacing 25 Microsoft XP machines. Some departments will use FY14 funds for computer replacements, but not take delivery until after the networking is done. Levine expressed her relief that they conducted the evaluation and have committed funds to this project.

Agenda Item No. 5.b. Northern Borders Economic Development Grant – The Commissioners reviewed a document package relating to the Northern Border Grant Application opportunity and process [Appendix D. 1-7]. The application deadline is Monday, June 23, 2014, and Ms. Levine explained that there is not enough time or applicable project to put in for a grant, so this was mainly to bring awareness to the Board of the opportunity in the future. Chute concurred that it's a great place to look for support and that the funder needs confidence that something is happening. For example, the RBEG feasibility study will show action. Levine confirmed there is a "jobs created" telecommunication piece; she discussed the possibility of working Fast Roads into the County's economic plan and future strategies.

Agenda Item No. 5.c. Economic Development Academy – Levine noted she placed a copy of the University of NH Cooperative Extension 2014 Economic Development Academy application in their binders in case they were interested in applying [Appendix E.1-4]. She is planning to attend if accepted by UNHCE.

Agenda Item No. 5.d. Any other business

Sunapee Street and County Parking Lot Proposed Work - Levine noted she met with Town Manager Paul Brown and the Newport Public Works Director to discuss the proposed Sunapee Street and parking lot work. There is a design option of placing a retaining wall at the corner or sloping the land. She said that the current draft design includes an exit to Park Street from the parking lot. The State is planning on evaluating and possibly replacing the drainage system from Sunapee Street south, which work will be completed in the summer of 2014. . The Sunapee Street intersection and parking lot projects would follow in the summer of 2015. The State has offered to give us the drainage in replacement for a right-of-way easement on the County parking lot. The County would pay for the paving, which is approximately \$50,000, Newport ECON has \$25,000 for lighting and landscaping, and they think this is sufficient. The State intends to use their own employees for the labor, the town will do the parking lot design and striping, the State will pay for the landscape island coming down Sunapee Street but Newport would have to maintain it.

Retired Group II Annuitants – Ms. Levine updated the Commission on the subject relating to the withholding of Social Security by the County on Group II retirees hired part time after retirement. Ms. Levine said that it has been difficult to find authoritative guidance on this subject and are continuing to look into it, although the most recent information receive indicates that the County should not be withholding or paying Social Security for retired Group II annuitants rehired into Group II positions, even if part-time. These employees are obviously not happy with the outcome as it currently stands.

Agenda Item No. 6. Board of Commissioner Business

Agenda Item No. 6.a.i. Finalize & Approve Cell Phone Reimbursement Policy: There have been no changes since the last meeting. The group reviewed the document [Appendix F.1-5].

4:09 Motion: to adopt the mobile phone reimbursement policy as presented by the County Manager. Made by: Nelson. Seconded by: Barrette. A voice vote was taken with all in favor.

Agenda Item No. 6.a.ii. Select Board Meeting Schedule Update: The Commission and County Manager are schedule to meet with the Town of Newport Select Board tonight. An agenda was distributed [Appendix G]. The Springfield Select Board meeting with County is scheduled for Monday, June 23, 2014. The next meeting will not be until July 14. They are awaiting confirmation from two towns for this date.

Agenda Item No. 6.a.iii. County Convention June 24, 2014: The Delegation's Annual Convention is scheduled for Tuesday, June 24, 2014 in Newport at the Sugar River Valley Regional Technical Center (SRVRTC) Lou Thompson Room, with potential ratification of the Fiscal Year 2015 County budget.

Agenda Item No. 6.b.i. Reschedule September 1, 2014 Meeting: After a brief discussion, due to Labor Day holiday, the Commission rescheduled September meetings to Monday, September 8, 2014 and Monday, September 22, 2014.

Agenda Item No. 7. Public Participation

Delegate John Cloutier reiterated the date, time and place of the Annual County Convention; he anticipates it going smoothly with no surprises and that it would last about an hour. He will propose they ratify the Convention minutes on July 1, 2014 so that documents can be sent out allowing towns to set their tax rates. Cloutier is satisfied with Ms. Callum doing Convention minutes if available.

4:15 Motion: to accept the June 2, 2014 meeting minutes as printed. Made by: Nelson. Seconded: Barrette. A voice vote was taken, with all in favor of the motion.

4:16 Motion: to go into nonpublic pursuant to RSA 91-A:3, ii (a) related to a public employee. Motion made by: Barrette. Seconded by: Nelson. A roll call vote was taken with all voting in favor of the motion. Those in Executive Session included: Commissioners Barrette and Nelson and Jessie Levine, County Manager.

4:16 Ms. Callum and Ms. Skeie left the room.

The Board of Commissioners came out of non-public session at 4:30 PM, at which time the meeting adjourned.

Respectfully submitted,



*Bennie Nelson, Vice Chair/Interim Clerk
Board of Commissioners*

BN/sjc/jwl

Date minutes approved:

7/15/14



**Sullivan County, NH
Board of Commissioners**

Monday, June 16, 2014

3:00 PM

Frank Smith Living Room
Sullivan County Complex, 5 Nursing Home Drive, Unity, NH

3:00 PM

Regular Business Meeting

1. Facilities & Operations, John Cressy, Facilities Director
 - a. Biomass Update
 - b. Other Project Updates
2. Department of Corrections, *Ross L. Cunningham, Superintendent*
 - a. Population Census Review & Staffing Update
 - b. Any Other DOC Business
3. Sullivan County Natural Resources, *Lionel Chute, Director*
 - a. Project Updates
 - b. Liability Insurance Coverage
4. Sullivan County Health Care, *Ted Purdy, Administrator*
 - a. Census Review & Staffing Update
 - b. Any Other Nursing Home Business
5. County Manager's Report, *Jessie W. Levine*
 - a. IT Services Update
 - b. Northern Borders Economic Development Grant
 - c. Economic Development Academy
 - d. Any Other business
6. Board of Commissioner Business
 - a. Old Business
 - i. Finalize & Approve Cell Phone Reimbursement Policy
 - ii. Selectboard Meeting Schedule Update
 - iii. County Convention, June 24, 2014
 - iv. Other Old Business
 - b. New Business
 - i. Reschedule September 1, 2014 Meeting
 - ii. Other New Business
7. Public Participation
8. Meeting Minutes Review: Public Meeting Minutes, June 2, 2014
9. Adjourn

Upcoming Events / Meetings

- June 24th Tue.** **Delegation Annual Convention: Ratify FY15 County Budget**
Time: 6:00 PM
Place: Newport, NH – Sugar River Valley Technical Center, Lou Thompson Room, 243 North Main Street
- July 1st Tue.** **Delegation & Executive Finance Committee Meetings**
Time: 9:00 AM
Place: Newport, NH – 14 Main Street, Commissioners Conf. Rm
- July 2nd Wed.** **Conservation District Meeting**
Time: 7:00 PM
Place: Unity, NH – Ahern Building
- July 4th Fri.** **Newport County-State Complex Closed**
- July 7th Mon.** **County Commissioners Regular Business Meeting**
Time: 3:00 PM
Place: Newport, NH – 14 Main Street, Commissioners Conf. Rm.
- July 21st Mon.** **County Commissioners Regular Business Meeting**
Time: 3:00 PM
Place: Unity, NH – 5 Nursing Home Drive, Sullivan County Health Care Facility, Frank Smith Living Room
- Aug. 1st Fri.** **NHAC Executive Council Meeting**
Time: 10 AM
Place: Concord, NH – Primex Building

Sullivan County Department of Corrections
Population Data

2014	January	February	March	April	May
Home Confinement	10	14	14	16	8
Male	7	10	10	8	6
Female	3	4	4	8	2
House of Corrections					
Male	40	29	31	33	36
Female	13	15	13	12	12
Pre-Trial Inmates					
Male	19	23	19	22	9
Female	7	4	4	3	1
Protective Custody					
Male	0	0	0	0	0
Female	0	0	0	1	0
Total In-House Population	79	71	67	71	58
In-House Breakdown by Unit					
Unit 1	16	22	18	25	19
Unit 2	8	8	6	6	5
Unit 3	15	13	13	14	8
OBS	2	1	1	3	1
Jail Total	41	44	38	48	33
Male Flex	12	7	9	9	9
Male Treatment	7	3	2	2	5
Male Work Release	8	6	7	4	3
Female Flex	4	7	4	4	3
Female Treatment	2	1	1	4	5
Female Work Release	5	3	1	0	0
CCC Total	38	27	24	23	25
Pre-Trial Services					
Male	6	10	12	15	14
Female	9	11	14	10	10
Inmates from Other Facilities					
NHSP (Males)	3	3	2	1	2
Rockingham County	2	4	3	3	1

Sullivan County Department of Corrections
Population Data

2014	January	February	March	April	May
Cheshire County	1			1	1
Other Census Data					
CIP					
Male	3	3		1	0
Female	1	1		1	2
Cheshire County					
Male	4	4		4	3
Female	1	1		2	2
Grafton County					
Male	1	1		1	1
Female	1	1		1	1
Hillsborough County					
Male	1	1		1	1
Female	0	0		0	0
Merrimack County					
Male	2	2		2	0
Female	0	0		0	0
Rockingham County					
Male	1	2		1	1
Female	0	0		0	0
Strafford County					
Male	1	2		0	0
Female	0	0		0	0
NHSP/SPU/VTSP					
Male	5	7		8	10
Female	1	1		1	1
Phoenix House					
Male	0	0		0	0
Female	0	0		0	0
Weekender					
Male	1	1		1	0
Female	0	0		0	0
Total Other	23	27		24	22
TOTAL CENSUS POPULATION	102	98		91	109
Pretrial Services is a separate total from Total Census Population.					
2013 Census	88	83		87	66

May 2014

Sullivan County Health Care

Appendix B.1
4.a.

MEDICARE							
	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	163	5	180	6	279	9	-99
REVENUE	\$68,351.80		\$85,344.86		\$132,525.00		-\$47,180.14
AVERAGE RATE PER DAY	\$419.34		\$474.14		\$475.00		-\$0.86

PRIVATE							
	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	486	16	389	13	558	18	-169
REVENUE	\$126,720.00		\$106,325.00		\$147,870.00		-\$41,545.00
AVERAGE RATE PER DAY	\$260.74		\$273.33		\$265.00		\$8.33

MEDICAID							
	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	3,426	111	3,618	117	3,441	111	177
REVENUE	\$498,962.64		\$580,363.38		\$501,147.24		\$79,216.14
AVERAGE RATE PER DAY	\$145.64		\$160.41		\$145.64		\$14.77

HCBC (RESPIRE)							
	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	6	0	8	0	0	0	8
REVENUE	961.92		\$1,282.56		\$416.67		\$865.89
AVERAGE RATE PER DAY	\$160.32		\$160.32				\$0.00

INSURANCE/MNGD CARE							
	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	31	1	31	1	0	0	31
REVENUE	\$18,898.84		\$18,312.92		\$2,972.60		\$15,340.32
AVERAGE RATE PER DAY	\$609.64		\$590.74		\$350.00		\$240.74

	May 2013 Actual	May AVG DAILY CENSUS	May 2014 Actual	May 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
TOTAL CENSUS	4,112		4,226		4,278		
AVERAGE CENSUS		132.9		136		138.0	
	\$734,891.26		\$791,628.72		\$784,931.51		\$6,697.21

MEDICARE B REVENUE							
	May 2013 Actual	May 2014 Actual	BUDGETED	VARIANCE			
	\$57,485.39	\$20,989.99	\$35,157.57	-\$14,167.58			
	\$792,376.65	\$812,618.71	\$820,089.08	-\$7,470.37			
TOTAL MONTHLY REVENUE VARIANCE				(\$7,470.37)			

B.2

SCHC Revenue Review thru 05/31/2014

DRAFT

	Annual Budget	335 Days YTD Budget	YTD	Variance	
Medicaid	5,900,605	5,415,624	5,953,368	537,744	
Private	1,741,050	1,597,950	1,152,452	(445,498)	
Insurance/Managed Care	35,000	32,123	71,492	39,369	
Respite (HCBC)	5,000	4,589	7,951	3,362	
Medicaid Assessment	1,296,480	972,360	1,552,083	579,723	Paid quarterly (3 payments)
Medicare Part B (Total)	413,952	379,929	404,540	24,611	
Medicare Part A	1,560,375	1,432,125	1,026,895	(405,230)	
Proshare	1,762,875			-	Paid at end of FY
Net Variance from Operations		9,834,700	10,168,782	334,082	
Misc Income	20,000	18,356	23,893	5,537	
Cafeteria	17,500	16,062	23,299	7,237	
Meals	340,051	312,102	311,713	(389)	
YTD Variance	13,092,888	10,181,219	10,527,687	346,468	

B.3.

Sullivan County Nursing Home
Quarterly Resident Census

Resident Census - FY 14

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE	CARE		DAYS		FILLED		
Jul-13	4836	3481	85.42%	476	11.68%	118	2.90%	0	0.00%	0	0.00%	0	0.00%	4075	84.26%
Aug-13	4836	3534	86.64%	385	9.44%	152	3.73%	6	0.15%	0	0.00%	2	0.05%	4079	84.35%
Sep-13	4680	3478	88.50%	342	8.70%	108	2.75%	1	0.03%	0	0.00%	1	0.03%	3930	83.97%
1ST QUARTER	14,352	10,493	86.83%	1,203	9.96%	378	3.13%	7	0.06%	0	0.00%	3	0.02%	12,084	84.20%
Oct-13	4836	3487	84.62%	417	10.12%	181	4.39%	7	0.17%	28	0.68%	1	0.02%	4121	85.22%
Nov-13	4680	3427	85.63%	391	9.77%	171	4.27%	0	0.00%	13	0.32%	0	0.00%	4002	85.51%
Dec-13	4836	3484	83.99%	441	10.63%	204	4.92%	0	0.00%	19	0.46%	0	0.00%	4148	85.77%
2ND QUARTER	14,352	10,398	84.74%	1,249	10.18%	556	4.53%	7	0.06%	60	0.49%	1	0.01%	12,271	85.50%
Jan-14	4836	3511	83.81%	402	9.60%	254	6.06%	20	0.48%	0	0.00%	2	0.05%	4189	86.62%
Feb-14	4368	3256	85.44%	340	8.92%	214	5.62%	0	0.00%	0	0.00%	1	0.03%	3811	87.25%
Mar-14	4836	3548	85.35%	393	9.45%	209	5.03%	0	0.00%	7	0.17%	0	0.00%	4157	85.96%
3RD QUARTER	14,040	10,315	84.85%	1,135	9.34%	677	5.57%	20	0.16%	7	0.06%	3	0.02%	12,157	86.59%
Apr-14	4680	3447	84.71%	369	9.07%	215	5.28%	8	0.20%	30	0.74%	0	0.00%	4069	86.94%
May-14	4836	3617	85.59%	389	9.20%	180	4.26%	8	0.19%	31	0.73%	1	0.02%	4226	87.39%
Jun-14			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!
4TH QUARTER	9,516	7,064	85.16%	758	#DIV/0!	395	#DIV/0!	16	0.19%	61	0.74%	1	0.01%	8,295	87.17%
FY '13 TOTAL	52,260	38,270	85.41%	4,345	9.70%	2,006	4.48%	50	0.11%	128	0.29%	8	0.02%	44,807	85.74%
YTD AVG.		114.2		13.0		6.0		0.1		0.4		0.0		133.8	

Avg
Census

Leave MLOA-home MCD-2
Leave MLOA-home MCD-1

131.3

Leave Private -1

133.4

Leave Private - 1; MCD - 1

Leave MCD - 1

135.1

Leave MCD Hosp BH 104- 1

136.0

Resident Census - FY 13

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE	CARE		DAYS		FILLED		
Jul-12	4836	3331	77.68%	581	13.55%	339	7.91%	5	0.12%	29	0.68%	3	0.07%	4288	88.67%
Aug-12	4836	3400	79.35%	607	14.17%	265	6.18%	7	0.16%	6	0.14%	0	0.00%	4285	88.61%
Sep-12	4680	3199	80.54%	580	14.60%	188	4.73%	0	0.00%	0	0.00%	5	0.13%	3972	84.87%
1ST QUARTER	14,352	9,930	79.16%	1,768	14.09%	792	6.31%	12	0.10%	35	0.28%	8	0.06%	12,545	87.41%
Oct-12	4836	3319	79.17%	606	14.46%	252	6.01%	0	0.00%	13	0.31%	2	0.05%	4192	86.68%
Nov-12	4680	3333	78.65%	557	13.14%	298	7.03%	5	0.12%	40	0.94%	5	0.12%	4238	90.56%
Dec-12	4836	3354	78.25%	607	14.16%	320	7.47%	2	0.05%	1	0.02%	2	0.05%	4286	88.63%
2ND QUARTER	14,352	10,006	78.69%	1,770	13.92%	870	6.84%	7	0.06%	54	0.42%	9	0.07%	12,716	88.60%
Jan-13	4836	3282	78.03%	622	14.79%	301	7.16%	0	0.00%	0	0.00%	1	0.02%	4206	86.97%
Feb-13	4368	3082	79.31%	551	14.18%	253	6.51%	0	0.00%	0	0.00%	0	0.00%	3886	88.97%
Mar-13	4836	3462	81.96%	542	12.83%	220	5.21%	0	0.00%	0	0.00%	0	0.00%	4224	87.34%
3RD QUARTER	14,040	9,826	79.78%	1,715	13.92%	774	6.28%	0	0.00%	0	0.00%	1	0.01%	12,316	87.72%
Apr-13	4680	3406	83.42%	461	11.29%	189	4.63%	0	0.00%	26	0.64%	1	0.02%	4083	87.24%
May-13	4836	3424	83.27%	486	11.82%	163	3.96%	6	0.15%	31	0.75%	2	0.05%	4112	85.03%
Jun-13	4680	3360	84.00%	491	12.28%	123	3.08%	0	0.00%	25	0.63%	1	0.03%	4000	85.47%
4TH QUARTER	14,196	10,190	83.56%	1,438	11.79%	475	3.89%	6	0.05%	82	0.67%	4	0.03%	12,195	85.90%
FY '12 TOTAL	56,940	39,952	80.27%	6,691	13.44%	2,911	5.85%	25	0.05%	171	0.34%	22	0.04%	49,772	87.41%
YTD AVG.		109.5		18.3		8.0		0.1		0.5		0.1		136.4	

Avg
Census

136.4

(2-pvt leave)

138.2

(1-pvt leave)

136.8

134.0

B.4

Note: This report includes only the selection criteria listed below.
 Effective Date From 5/1/2014 Thru 5/31/2014
 Status: All
 Sort: AR Type

Summary Admission / Discharge Report

Page 1 of 2
 06/13/2014 12:39 PM
 R16300B

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

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	1 Private home/apartme	0	0	0
	HM Home	0	0	1
	<i>HCB Subtotal</i>	0	0	1
MCD	20 Expired in Facility	0	0	1
	AL Assisted Living	1	0	0
	HM Home	1	0	0
	HP Hospital	0	1	1
	<i>MCD Subtotal</i>	2	1	2
MRA	5 Acute care hospital	0	0	0
	HM Home	0	1	1
	HP Hospital	6	0	1
	<i>MRA Subtotal</i>	6	1	2
PVT	HM Home	0	0	1
	<i>PVT Subtotal</i>	0	0	1
	<i>Total</i>	8	2	6

B5

Note: This report includes only the selection criteria listed below.
 Effective Date From 7/1/2013 Thru 5/31/2014
 Status: All
 Sort: AR Type

Summary Admission / Discharge Report

Sullivan County Health Care (SC)

Admissions (Includes Readmits)

Page 1 of 2

06/13/2014 12:38 PM

R16300B

<i>AR Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	1 Private home/apartme	1	0	0
	5 Acute care hospital	1	0	0
	HM Home	1	0	2
	HP Hospital	1	0	1
	<i>HCB Subtotal</i>	<u>4</u>	<u>0</u>	<u>3</u>
INS	HP Hospital	0	0	0
	<i>INS Subtotal</i>	<u>0</u>	<u>0</u>	<u>0</u>
MCD	Unknown	0	1	1
	20 Expired in Facility	0	0	18
	AL Assisted Living	2	0	1
	HM Home	3	1	2
	HP Hospital	3	5	14
	NH Nursing Home	1	0	0
	<i>MCD Subtotal</i>	<u>9</u>	<u>7</u>	<u>36</u>
MRA	Unknown	0	0	0
	20 Expired in Facility	0	0	5
	5 Acute care hospital	1	1	0
	AL Assisted Living	0	0	1
	HM Home	1	3	15
	HP Hospital	29	13	4
	NH Nursing Home	0	0	0
	<i>MRA Subtotal</i>	<u>31</u>	<u>17</u>	<u>25</u>
PVT	1 Private home/apartme	0	0	0
	2 Private home/apartme	0	0	0
	20 Expired in Facility	0	0	2
	5 Acute care hospital	0	0	0
	AL Assisted Living	0	0	1
	HM Home	1	0	1
	HP Hospital	1	0	1
	NH Nursing Home	2	0	1
	<i>PVT Subtotal</i>	<u>4</u>	<u>0</u>	<u>6</u>
	MRP	HP Hospital	2	1
<i>MRP Subtotal</i>		<u>2</u>	<u>1</u>	<u>0</u>
<i>Total</i>		<u>50</u>	<u>25</u>	<u>70</u>

B.6

Interim Aged Analysis

Sullivan County Health Care (SC)

For the Month of May, 2014

Typ	May/	Apr	Mar/	Feb/	Jan/	Dec/	Nov/	Oct/	Sep/	Aug/	Jul/	Jun/	May/	Balance
HCB	1,282.56	1,282.56			3,206.40			1,122.24	160.32	961.92			78.92	8,094.92
INS	5,241.98	13,650.45	9,837.78	5,249.70	207.02	1,107.74	4,275.77	5,504.06	147.03-	182.06			6,832.97	51,942.50
MCD	466,736.30	10,978.17	13,972.72	15,421.73	4,483.44		5,965.50	2,121.14		4,348.26	2,121.14	145.64	38,063.84	564,357.88
MRA	67,864.86	0.52	4,456.38	596.28	0.01-					5,333.60			5,211.58-	73,040.05
MRB	16,722.33	1,986.27	4,807.74	7,844.99	6,554.75	364.46	26,417.87	1,647.63		2,050.29		241.55	12,164.41	80,802.29
MXA	7,296.00	10,336.00	11,096.00	4,975.00	4,297.00	7,273.00	3,869.00	2,812.00				888.00	61,220.82	114,062.82
MXB	2,216.68	3,198.70	2,241.22	2,614.88	2,250.10	590.23	4,691.64	1,550.53	2,590.12	1,916.91	465.60	931.06	8,410.58	33,668.25
PVT	35,174.89	21,333.13	11,659.51	7,243.30	11,616.80	8,098.60	6,797.60	8,028.27	9,732.90	11,456.37	12,840.06	10,866.80	229,797.68	384,645.91
RES	6,238.00	1,140.54	160.06-	300.00	2,059.60	979.08	984.99	1,415.40	1,637.02	1,646.36	1,380.82	1,380.82	36,263.82	55,266.39
MRP	18,312.92	18,504.60	4,317.74			158.04						2,438.56	34,749.48	78,481.34
	627,086.52	82,410.94	62,229.03	44,245.88	34,675.10	18,571.15	53,002.37	24,201.27	13,973.33	27,895.77	16,807.62	16,892.43	422,370.94	1,444,362.35
	43%	6%	4%	3%	2%	1%	4%	2%	1%	2%	1%	1%	29%	100%

Sharon Callum

Appendix C1

4.6.

From: Ted Purdy <tpurdy@sullivancountynh.gov>
Sent: Friday, June 13, 2014 3:03 PM
To: Sharon Callum
Cc: Jessie Levine - Sullivan County Manager
Attachments: Write Offs 2014 FY.pdf

Hi Sharon,

Please place in the Commissioner binders. This is the support for my request to write off \$144,615.34 for FY14.

Thanks, Ted

Write Offs 2014 FY.xlsx

C.2

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>144,615.34 Difference</i>
2557	February, 2008	MCD	3,705.37	3,634.39-	70.98
2645	July, 2012	MXB	119.05		119.05
2645	August, 2012	MXB	324.11		324.11
2645	September, 2012	MXB	275.29		275.29
2645	October, 2012	MXB	169.86		169.86
2773	March, 2012	HCB	961.92		961.92
2008	May, 2005	INS	84.67		84.67
2008	May, 2010	INS	102.92		102.92
2813	September, 2012	MXB	32.73		32.73
2810	April, 2012	PVT	2,695.00	1,961.32-	733.68
2367	March, 2007	INS	375.43		375.43
2367	March, 2007	MRB	1,501.68	1,011.79-	489.89
2367	March, 2007	MXB		252.98-	252.98-
2847	July, 2012	MXA	1,589.50		1,589.50
1796	January, 2013	MXB	463.11	345.64-	117.47
2841	July, 2012	MCD	3,011.19	2,746.37-	264.82
2901	December, 2012	MCD	4,445.09		4,445.09
2846	May, 2012	PVT	4,423.70	2,081.30-	2,342.40
2846	June, 2012	PVT	4,281.00		4,281.00
2846	July, 2012	PVT	4,445.09		4,445.09
2846	August, 2012	PVT	4,445.09		4,445.09
2846	September, 2012	PVT	4,301.70		4,301.70
2846	October, 2012	PVT	4,445.09		4,445.09
2846	November, 2012	PVT	4,301.70		4,301.70
2846	December, 2012	PVT	4,445.09		4,445.09
2846	January, 2013	PVT	4,514.84		4,514.84
2846	February, 2013	MXB	151.84		151.84
2846	February, 2013	PVT	1,456.40	433.97-	1,022.43
2785	August, 2011	INS	84.40		84.40
2785	September, 2011	INS	232.54		232.54

Write Offs 2014 FY.xlsx

C.3

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2783	May, 2012	MCD	2,765.14		2,765.14
2783	May, 2012	RES	945.06	0.70-	944.36
2264	December, 2007	INS	122.98		122.98
2264	January, 2008	INS	422.29	536.70-	114.41-
2264	June, 2008	INS	305.15		305.15
2264	February, 2009	INS	316.52		316.52
2264	March, 2009	INS	176.43		176.43
2893	August, 2012	PVT	2,456.50		2,456.50
2893	September, 2012	PVT	433.50		433.50
2891	October, 2012	MRB	1,107.06	573.73-	533.33
2891	October, 2012	MXB	276.79	143.42-	133.37
2891	February, 2013	MXB	20.48		20.48
2278	April, 2006	MRB	1,023.22	611.98-	411.24
2278	April, 2008	INS	458.73	366.29-	92.44
2278	May, 2008	INS	321.24		321.24
2278	July, 2008	RES	1,534.77	1,376.85-	157.92
2278	August, 2008	MRB	1,419.21		1,419.21
2278	August, 2008	MXB	354.89		354.89
2278	August, 2008	RES	1,534.77	1,077.00-	457.77
2501	March, 2012	MXA	2,167.50	1,748.50-	419.00
2895	November, 2012	MRB	1,482.39	288.16-	1,194.23
2895	November, 2012	MXB	370.63		370.63
2874	May, 2012	PVT	6,860.00	1,695.01-	5,164.99
2874	June, 2012	PVT	3,920.00		3,920.00
2131	January, 2007	MXB	212.77		212.77
2021	September, 2012	MRB	520.83	478.37-	42.46
2021	September, 2012	MXB	130.27	119.65-	10.62
2495	August, 2007	INS	260.42		260.42
2837	October, 2011	INS	1,981.00		1,981.00
2837	November, 2011	INS	4,245.00		4,245.00
2837	February, 2012	INS	205.41		205.41
2605	July, 2008	INS	142.65	37.68-	104.97

Write Offs 2014 FY.xlsx

C.4.

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2858	March, 2012	PVT	8,008.57	7,505.05-	503.52
2858	April, 2012	MXB	403.56		403.56
2858	May, 2012	MXB	289.23		289.23
2858	June, 2012	MXB	61.73		61.73
2858	December, 2012	MRB	1,639.27		1,639.27
2858	December, 2012	MXB	409.84		409.84
2868	October, 2012	MRB	2,990.99	1,613.20-	1,377.79
2868	October, 2012	MXB	747.72	86.14-	661.58
2868	December, 2012	MRB	1,855.56	1,156.98-	698.58
2868	December, 2012	MXB	463.91	289.30-	174.61
2288	April, 2006	MCD	944.00		944.00
2742	October, 2010	MCD	3,434.11	3,393.61-	40.50
2333	December, 2006	MCD	3,528.33	3,498.41-	29.92
2333	January, 2007	MCD	3,358.52	3,328.60-	29.92
2333	March, 2007	MCD	1,484.20	588.50-	895.70
2333	March, 2007	MXA	1,460.30		1,460.30
2333	November, 2007	MXB		68.90-	68.90-
2630	November, 2008	INS	324.81		324.81
2630	December, 2012	INS	493.44		493.44
2630	December, 2012	MRB	1,974.10	985.67-	988.43
2591	September, 2012	RES	1,808.02	56.24-	1,751.78
2591	October, 2012	MXA	2,671.48		2,671.48
2591	October, 2012	RES	1,808.02		1,808.02
2591	February, 2013	MCD	1,921.67	293.67-	1,628.00
1965	June, 2007	INS	77.56		77.56
1965	May, 2008	MRB	547.75	446.36-	101.39
1965	October, 2008	INS	65.20		65.20
2834	February, 2012	RES	619.00	563.00-	56.00

Write Offs 2014 FY.xlsx

C5

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2431	June, 2006	MRB	532.66		532.66
2431	June, 2006	MXB	133.16		133.16
2431	July, 2006	MRB	960.98		960.98
2431	July, 2006	MXB	240.27		240.27
2431	March, 2007	MRB	1,587.51	1,382.85-	204.66
2431	August, 2007	MRB	3,713.91	3,602.33-	111.58
2431	August, 2007	MXB	928.64		928.64
2431	September, 2007	MRB	1,330.01	1,206.85-	123.16
2431	March, 2009	MCD	760.35		760.35
2761	July, 2010	MCD	3,760.91	3,678.70-	82.21
2761	August, 2010	INS	52.00		52.00
2761	August, 2010	MXB		52.00	52.00
2761	September, 2010	INS	421.90	316.90-	105.00
2761	October, 2010	INS	35.78	20.78-	15.00
2761	December, 2010	INS	170.74	120.74-	50.00
2761	October, 2011	INS	53.28		53.28
2761	January, 2012	INS	206.38		206.38
2761	February, 2012	INS	73.21		73.21
2751	November, 2011	INS	248.17		248.17
2144	February, 2012	INS	193.91	156.04-	37.87
2144	February, 2012	MRB	775.58	741.49-	34.09
2869	June, 2012	PVT	2,745.50	2,565.30-	180.20
2869	July, 2012	PVT	5,057.50		5,057.50
2922	December, 2012	INS	485.10	342.58-	142.52
2922	December, 2012	MRB	1,940.30	1,370.19-	570.11
2726	February, 2011	MCD	593.21		593.21
2726	October, 2012	INS	155.15		155.15
2726	October, 2012	MRB	620.71		620.71
2857	February, 2012	RES	611.00		611.00
2389	May, 2012	INS	108.31		108.31
2389	May, 2012	MRB	432.97	387.60-	45.37
2747	January, 2012	MRB	1,442.66	1,322.07-	120.59
2747	November, 2012	MRB	792.06	539.28-	252.78
2876	November, 2012	INS	211.50		211.50
2876	December, 2012	INS	136.86		136.86
2876	December, 2012	MRB	547.45	122.15-	425.30

Write Offs 2014 FY.xlsx

C.6

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2422	May, 2007	INS	486.39	322.68-	163.71
2422	September, 2012	INS	261.24		261.24
2422	October, 2012	INS	325.04		325.04
2422	January, 2013	INS	140.59		140.59
2422	January, 2013	MXB	82.36		82.36
2856	February, 2012	PVT	1,589.50	1,166.00-	423.50
2907	October, 2012	PVT	1,011.50		1,011.50
2907	November, 2012	PVT	578.00		578.00
2865	April, 2012	MRA	5,518.73	5,229.73-	289.00
2865	April, 2012	PVT	2,456.50		2,456.50
2817	May, 2012	MXB	469.25		469.25
2817	June, 2012	MXB	271.53		271.53
2817	July, 2012	MXB	168.50		168.50
2817	August, 2012	MXB	50.55		50.55
2817	September, 2012	MXB	62.93		62.93
2817	October, 2012	MXB	36.42		36.42
2695	August, 2009	MXA	2,803.50	2,403.00-	400.50
2695	September, 2009	MXA	4,005.00	3,490.88-	514.12
2695	October, 2009	MXA	3,871.50	3,746.50-	125.00
2695	January, 2010	RES	529.00	264.30-	264.70
2695	February, 2010	RES	529.00	402.00-	127.00
2695	December, 2010	MCD	3,719.14	3,694.14-	25.00
2695	July, 2012	MCD	3,930.09		3,930.09
2399	July, 2006	INS	476.00	353.00-	123.00
1966	March, 2007	RES	446.00	426.00-	20.00
2683	June, 2009	INS	202.21	92.14-	110.07
2683	November, 2009	INS	197.54		197.54
2668	February, 2011	INS	47.41		47.41
2576	June, 2011	INS	34.57		34.57
2576	June, 2011	MRB	138.28		138.28
2916	November, 2012	INS	1,156.00	433.50-	722.50
2916	December, 2012	INS	289.00		289.00

Write Offs 2014 FY.xlsx

C.7

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2734	December, 2010	INS	61.89		61.89
2734	June, 2012	INS	269.00		269.00
2734	June, 2012	MRB	1,076.24		1,076.24
2860	April, 2012	MCD	1,225.10	1,082.40-	142.70
2399	July, 2006	INS	476.00	353.00-	123.00
1861	May, 2007	MCD	3,116.82	2,754.82-	362.00
1861	May, 2007	MXA	878.00		878.00
2530	January, 2011	RES	1,171.00		1,171.00
2918	August, 2013	RES	391.20	125.66-	265.54
2918	September, 2013	RES	391.20		391.20
2918	October, 2013	RES	391.20		391.20
2904	March, 2013	MXB	82.83	17.99-	64.84
2633	April, 2013	MRB	1,159.73	394.87-	764.86
2633	April, 2013	MXB	295.88	100.75-	195.13
2838	October, 2012	MRB	2,133.14	1,195.16-	937.98
	October, 2012	MXB	533.19	298.74-	234.45
2477	March, 2013	MRB	1,803.93	770.55-	1,033.38
2477	March, 2013	MXB	451.06	192.67-	258.39
2731	November, 2012	MXB	297.71		297.71
2661	March, 2013	MXB	152.02		152.02
2661	April, 2013	MXB	380.35		380.35
2891	October, 2012	MRB	1,107.06	573.73-	533.33
2891	October, 2012	MXB	276.79	143.42-	133.37
2895	November, 2012	MRB	1,482.39	288.16-	1,194.23
2895	November, 2012	MXB	370.63	72.04-	298.59
2820	December, 2012	MRB	272.98		272.98
2820	December, 2012	MXB	68.25		68.25
2772	November, 2012	MRB	67.10		67.10
2772	November, 2012	MXB	16.78		16.78
2772	December, 2012	MRB	661.03	315.23-	345.80
2772	December, 2012	MXB	165.27	78.81-	86.46

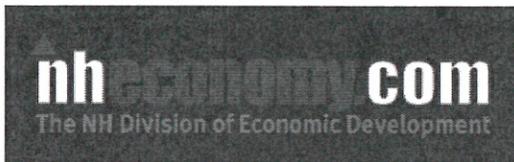
Write Offs 2014 FY.xlsx

C.8

<i>Resident #</i>	<i>Month of Service</i>	<i>A/R</i>	<i>Charges</i>	<i>Payments</i>	<i>Difference</i>
2858	April, 2012	MXB	403.56		403.56
2858	May, 2012	MXB	289.23		289.23
2858	June, 2012	MXB	61.73		61.73
2858	December, 2012	MRB	1,639.27		1,639.27
2858	December, 2012	MXB	409.84		409.84
2868	October, 2012	MRB	2,990.99	1,613.20-	1,377.79
2868	October, 2012	MXB	747.72	86.14-	661.58
2868	December, 2012	MRB	1,855.56	1,156.98-	698.58
2868	December, 2012	MXB	463.91	289.30-	174.61
2800	November, 2012	INS	336.61	293.33-	43.28
2800	November, 2012	MRB	1,346.79	1,173.66-	173.13
2730	October, 2012	MRB	1,098.22	1,034.52-	63.70
2730	October, 2012	MXB	274.58	258.66-	15.92
2730	March, 2013	MXB	165.71		165.71

Appendix A.1

5.6.



GO

- BUSINESS SERVICES
- EXPAND TO NH
- SELL TO THE GOVERNMENT
- MANUFACTURING IN NH
- FINANCE INFORMATION
- BUSINESS CONTINUITY
- INTERNATIONAL TRADE
- CONTACT US

BUSINESS SERVICES

- Northern Border Grant Application
- Job Training Grants
- Business Assistance Programs
- Financial and Other Incentives
- Maps
- Meet the Team
- Starting a Business in NH
- Broadband and Telecom
- Emergency Management Tools
- EDAC Meetings & Minutes

NORTHERN BORDER GRANT APPLICATION

The Northern Border Regional Commission, created by Congress to offset challenging economies in the rural Northeast, plans to award about \$4.5 million later this year across the 36-county region of northern New York, Vermont, New Hampshire and Maine. Organizations in Carroll, Grafton, Coos and Sullivan Counties in New Hampshire are eligible to apply. The maximum grant request per project is \$250,000.

Applications are due by 3 pm, June 23, to the New Hampshire Department of Resources and Economic Development, 172 Pembroke Rd., Concord, NH 03301.

The matching grants pertain to several categories, including transportation and telecommunications infrastructure, business and workforce development and tourism and recreation promotion.

Last year, the commission awarded \$350,000 to New Hampshire projects. The Upper Connecticut Valley Hospital used its \$200,000 grant to replace an obsolete cardiac monitoring system. The Grafton County Economic Development Council used its \$145,000 grant to complete a construction phase at the Enterprise Center of Plymouth.

The New Hampshire Division of Economic Development will coordinate applications for the state. When the rankings are complete, Gov. Maggie Hassan will put forward the priority projects to the commission.

For more information about applying for the grant program, contact Christopher Way, deputy director of the Division of Economic Development, at 271-2341.

[Grant Application Information](#)

[Budget Information](#)

[SF 424D Information](#)

[SF 424D Form](#)

[Grant Application](#)



JUNE 06, 2014

ONE GIANT LEAP FOR NANOTECHNOLOGY: NANOCOMP TECHNOLOGIES TRIPLING SIZE

We love business success stories and New Hampshire celebrates another one today, as Nanocomp Technologies in Merrimack celebrates its 10th anniversary with the announcement that... [continue reading](#)

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172 Pembroke Rd P.O. Box 1856 Concord, NH 03302-1856 | T: 603.271.2591 | F: 603.271.6784 | E: info@nheconomy.com



NORTHERN BORDER REGIONAL COMMISSION
FEDERAL GRANT PROGRAM ELIGIBILITY AND CLARIFICATION NOTES
FY2014

PREAMBLE

Potential applicants for NBRC funding should familiarize themselves with this document and provide conclusive evidence within the application package, which clearly describes the eligible nature of the project. This determination must be consistent with the definitions found below and supported with documentation.

SUSTAINABILITY

Applicants must demonstrate through a sound, comprehensive business plan, based on hard data, proven methodology and reasonable forecasts acceptable to the NBRC, that the applicant is capable of maintaining the project after NBRC funding to assist the sustainability of the project and achievement of the level of service outlined in the project description.

Sustainability, by definition, includes all costs associated with management, operation, and maintenance, necessary to maintain an acceptable level of service. A project will NOT be deemed sustainable if it is dependent on future grants to meet its normal operating expenses.

Only Direct Costs will be allowable costs. Indirect Costs are not eligible costs. Staff working directly toward the completion of project are eligible costs. However, overhead costs are ineligible.

Feasibility/marketing type studies will be considered non-sustainable and speculative, therefore, they will NOT be considered eligible.

ENTITIES**ELIGIBLE**

The NBRC federal grant program is ONLY available to participating member states, local governments (city and county), non-profit entities, and Native American entities, for projects within the NBRC region.

INELIGIBLE

The NBRC federal grant program is NOT available to private/for-profit entities and those entities normally deemed eligible, but, due to prior grant history have been identified as ineligible for future grants.

**NORTHERN BORDER REGIONAL COMMISSION
FEDERAL GRANT PROGRAM ELIGIBILITY AND CLARIFICATION NOTES
FY2014
PURPOSES**

ELIGIBLE

The following funding categories, as found in Public Law 110-246, June 18, 2008, Subtitle V – Regional Economic and Infrastructure Development, represent the continued focus for all NBRC grant dollars. This document has been organized under each one of the categories.

1. To develop the transportation infrastructure of its region;
2. To develop the basic public infrastructure of its region;
3. To develop the telecommunications infrastructure of its region;
4. To assist its region in obtaining job skills training, skills development, and employment-related education, entrepreneurship, technology, and business development;
5. To provide assistance to severely economically distressed and underdeveloped areas of its region that lack financial resources for improving basic health care and other public services;
6. To promote resource conservation, tourism, recreation, and preservation of open space in a manner consistent with economic development goals;
7. To promote the development of renewable and alternative energy sources.

The first three listed categories will receive additional credit in the individual State scoring preferences.

INELIGIBLE

Eligible entities may NOT be conduits for private-sector entities.

NO financial assistance will be authorized to assist any relocation from one area of the region to another, except as authorized, to attract business from outside the NBRC region to the NBRC region.

NBRC federal grant funds CANNOT be used to “supplant” existing federal streams, but can be utilized to match other federal funds.

FUNDING CATEGORY SPECIFICS

TRANSPORTATION INFRASTRUCTURE

Transportation Infrastructure shall mean basic physical structures needed to support and/or create a transportation system, which shall include roadways, bridges, rail, port facilities, airports, and other structures deemed to be central to an overall transportation system. To be deemed eligible, projects shall document job-creation or job-retention impact. Local, state and/or federal road, highway and/or bridge maintenance projects will NOT be eligible for NBRC funding.

**NORTHERN BORDER REGIONAL COMMISSION
FEDERAL GRANT PROGRAM ELIGIBILITY AND CLARIFICATION NOTES
FY 2014**

BASIC PUBLIC INFRASTRUCTURE

For the purposes of the Northern Border Regional Commission Federal Grant Program, the term “Basic Public Infrastructure” shall mean Water and Wastewater Facilities, Electric and gas Utilities, and Solid Waste Landfills, all of which are fundamental services necessary to promote growth and attract business, which have a useful life of 20 years or more.

To be deemed eligible, projects shall document job-creation or job-retention.

NBRC federal grant funds will NOT be used for projects deemed to be “maintenance” or “deferred maintenance.” Maintenance shall mean the work of keeping something in proper condition or upkeep. Deferred maintenance shall mean to put off, postpone, or procrastinate the act of maintenance.

Government-facility construction and/or improvements (including, but not limited to, local/state government offices, libraries, fire stations, multi-purpose buildings and public education buildings/schools) will NOT be eligible.

TELECOMMUNICATIONS INFRASTRUCTURE

Broadband and Geographic Information System (GIS) projects (not to include speculative or feasibility-type studies – rather, complete and sustainable projects) will be considered.

BUSINESS AND WORKFORCE DEVELOPMENT

Business Development shall mean those areas of business development which include entrepreneurship, the creation of new businesses or the retention or expansion of existing businesses in the local communities, and to be deemed eligible, projects shall document job-creation or job-retention. Funding of start-up projects, such as business incubators or industrial parks, must have committed business tenants. Expansion of existing business incubators and industrial parks are also allowed.

Business incubator projects must document that a need exists, per standards of research described by the National Business Incubation Association. A plan should also be developed to coincide with standards and operations as set forth by the National Business Incubation Association.

Northern Border Regional Commission reserves the right to withdraw grants for projects not under contract within 12 months of approval.

**NORTHERN BORDER REGIONAL COMMISSION
FEDERAL GRANT PROGRAM ELIGIBILITY AND CLARIFICATION NOTES
FY2014**

“Business incubation” shall mean a business support process that accelerates the successful development of start-up and fledgling companies by providing entrepreneurs with an array of targeted resources and services.

Workforce Development shall mean job training or employment-related education for a specific employer to fill immediate job openings or retain current jobs which are documented as such by that specific employer. Delivery of such training shall be through the use of existing public educational facilities (EPEFs) located in the Region. However, if, the applicant demonstrates (1) sufficient information demonstrating an EPEFs inability (as example, insufficient capacity, curriculum, and/or accessibility) to satisfy the defined need, and the applicant (2) demonstrates a compelling need to use a non-EPEF for such training, then the Federal Co-Chairman can waive this requirement and deem a project eligible. To be deemed eligible, project shall document job-creation or job-retention.

Other than for “workforce development” projects, as described above, start up or ongoing, operating costs (including, but, not limited to, salaries, vehicles, equipment, and maintenance) will NOT be deemed eligible.

BASIC HEALTH CARE

The cost of basic health care facilities, such as clinics, will be eligible provided that the project is located in a severely economically distressed area of the NBRC region. Start-up or ongoing operating costs will NOT be deemed eligible.

RESOURCE CONSERVATION, TOURISM, RECREATION

Construction projects that promote resource conservation, tourism, recreation, and preservation of open space, such as access roads, bridges, signage, etc., are eligible projects. However, said projects must be consistent with the economic development goals of the region.

RENEWABLE AND ALTERNATIVE ENERGY

Energy costs in the NBRC region are relatively higher than most other regions of the United States. In addition, this region is more reliant on oil than other parts of the country. Therefore, renewable and alternative energy projects, such as wind, solar, and biofuel, are eligible projects.

However, privately owned facilities will NOT be eligible. Publically-owned, and non-profit entities are eligible. In addition, public projects that support privately-owned energy facilities are eligible.

Northern Border Regional Commission reserves the right to withdraw grants for projects not under contract within 12 months of approval.

D.6.

FY2014 NBRC DISTRESSED COUNTIES

MAINE	NEW HAMPSHIRE	NEW YORK	VERMONT
Androscoggin	Coos	Cayuga	Essex
Aroostook		Clinton	Orleans
Franklin		Essex	
Hancock		Franklin	
Knox		Fulton	
Oxford		Herkimer	
Penobscot		Jefferson	
Piscataquis		Lewis	
Somerset		Madison	
Waldo		Oneida	
Washington		Oswego	
		St. Lawrence	
		Seneca	

FY2014 ISOLATED AREAS OF DISTRESS

MAINE	NEW HAMPSHIRE	NEW YORK	VERMONT
N/A	N/A	N/A	N/A

Distressed Counties and Isolated Areas of Distress are defined as those that experience a negative economic impact in at least three of the five following:

- Per Capita Income lower than the national average
- Unemployment higher than the national average
- 2011-2013 Population increase less than the national average
- Poverty Rate higher than the national average
- Labor Force Participation Rate lower than the national average

Distressed Counties and Isolated Areas of Distress qualify for grants up to 80%; all other counties within the NBRC region qualify for up to 50% grants.

Northern Border Regional Commission reserves the right to withdraw grants for projects not under contract within 12 months of approval.

NBRC FY 2014 GRANT AWARD SCHEDULE

4/16/14	Announcement of grant program
5/7/14	States and LDDs publicize, educate and assist in application process
6/23/14	ALL applications due at the New Hampshire Department of Resources and Economic Development to be screened for completeness
6/30/14	Original sent to NBRC
7/7/14	State commences evaluation/scoring of grant applications
7/18/14	States receive list of eligible/ineligible projects from NBRC
8/4/14	States complete evaluation/scoring process
8/14/14	Governors sign certifications and forward certified applications to the federal co-chair
wk of 8/18/14	NBRC board meets (by phone, or videoconference) to vote on NBRC FY14 federal grant awards
	Federal co-chair notifies members of Congress about commission's approval of NBRC FY14 federal grant awards.
wk of 9/1/14	NBRC officially notifies successful applicants and grant document processing begins.

Northern Border Regional Commission reserves the right to withdraw grants for projects not under contract within 12 months of approval.



**University of
New Hampshire**
Cooperative Extension

2014 Economic Development Academy

The University of New Hampshire Cooperative Extension (UNHCE), in partnership with the Office of the Senior Provost for Engagement and Academic Outreach and University of New Hampshire Manchester, are pleased to present the inaugural launch of Economic Development Academy

What:

The Economic Development Academy (EDA) is an intensive, practice-based course designed to build the skills of community and economic development leaders and practitioners. The course consists of face-to-face workshops interspersed with on-line learning sessions held over a four month span. The format is designed to accommodate working professionals in a collaborative environment to learn and share strategies that enhance community economic development. EDA is also designed for networking with other economic development leaders, cooperative extension experts and UNH faculty and to make real progress on a project that supports economic development in your community.

Each EDA session focuses on specific topics and skills:

- Local economic analysis
- Engaging economic development stakeholders
- Using economic development tools and strategies
- Developing an economic development plan

You will engage with leaders in the economic development field including host, Andre Garron, Economic Development Specialist for UNHCE, UNHCE Faculty, UNH faculty and peers; who bring diverse interests, backgrounds and expertise.

When: The Economic Development Academy will consist of seven sessions over a four month period.
Four in-class sessions (9am- 4pm): August 25-26, October 10, November 21
Three On-line sessions in September and October

Where: UNH Manchester- 88 Commercial Street, Manchester, NH (Pandora Building)

Cost: \$350 (Includes breakfast and lunch at each in-class session). Please submit your application first. Once your application is accepted by the EDA, you will be notified by email. Please remit your check to UNHCE within a week of acceptance, which will complete your application process.

(Scholarships are available for NEDA and NHEDA members subject to review and approval by their respective associations. For more information contact Judy Gove of NHEDA at govej@nhce.com and for NEDA contact James Keib at jameskeib@aol.com)

Who: To learn more and apply to the NH Economic Development Academy contact Andre Garron, Phone: 603-862-5171, Email: andre.garron@unh.edu

Download application ([Click here](#)).



**University of
New Hampshire**
Cooperative Extension

UNH Cooperative Extension, in partnership with the Office of the
Senior Vice Provost for Engagement and Academic Outreach and UNH Manchester

2014 Economic Development Academy Participant Application

Name: _____ Title: _____

Affiliation: _____

Address/Town/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

**Describe your position's duties and responsibilities, especially in the area of economic development
(Limit ½ page):**

E.B.

Briefly describe a project that you hope you can advance through your participation in the economic development academy (Limit ½ page):

List 2-3 examples of what you hope to gain from your participation in the community's economic development academy (Limit ½ page):

E.4.

Please provide a brief summary of your experience in economic development (Resume optional):

Program dates:

August 25-26, 2014 (9am- 4pm): In-person sessions

September –Town online session:

- Post date: Aug. 26th
- Homework #1 due date: Sept. 14
- Post date: Sept. 12
- Homework#2 due date: Sept. 26

October 10, 2014 (9am-4pm)- In person session at UNH Manchester

October 29, 2014- Online session

- Post date: October 10
- Homework #3 due date: October 26

November 21, 2014 (9 am-3pm)-Final Session at UNH Manchester

- Homework #4 upload by November 16

By applying to the UNH Economic Development Academy, you are committing to the following:

- *Being present for all four in-person modules*
- *Actively participating all three on-line modules*
- *Completing all homework assignments*
- *Being prepared to explore your economic development idea, issue or project as you work through the seven modules. (You must have access to internet connection for online sessions and communications)*

Cost: \$350 (Includes breakfast and lunch at each in-class session). Please submit your application first. Once your application is accepted by the EDA, you will be notified by email. Please remit your check to UNHCE within a week of acceptance, which will complete your application process.

(Scholarships are available for NEDA and NHEDA members subject to review and approval by their respective associations. For more information contact Judy Gove of NHEDA at govej@nhed.com and for NEDA contact James Keib at jameskeib@aol.com)

Send to: **UNH Cooperative Extension**
131 Main Street, Room 204
Durham, NH 03824
c/o Economic Development Academy



Sullivan County, New Hampshire Mobile Phone Policy

Sullivan County issues mobile phones or provides a monthly mobile phone stipend to allow efficient and cost effective execution of County business. The purpose of this policy is to provide guidance regarding the provision of County-issued mobile phones to employees or stipends to employees to cover work-related use of personal mobile phones. This policy is intended to supplement the Sullivan County Employment Manual, in so far as that document does not fully address employee use of mobile phones.

IRS Guidance on Cell Phones: In 2011, the IRS issued guidance on the taxability of cell phones (see IRS Notice 2011-72). It is the County's understanding that where there is a substantial business purpose for requiring the employee to maintain a cell phone, reimbursement to the employee for the use of a personal cell phone will not be considered taxable income so long as the employee's plan is reasonable for the business need. Notice 2011-72 further provides that the IRS will treat the employee's use of an employer-provided cell phone for reasons related to the employer's business as a working condition fringe benefit, the value of which is excludable from the employee's income provided that the cell phone must be issued primarily for business reasons. Additionally, any personal use of the employer-provided cell phone will be treated as a de minimis fringe benefit, excludable from the employee's gross income.

1. **Eligibility:** Employees whose job duties include the *frequent need* for a cell phone are eligible to receive either an assigned phone from Sullivan County or a monthly cell phone stipend to cover business-related costs of a personal cell phone. An employee is eligible if the majority of the following criteria are met:
 - a. The employee's department head identifies the employee as a key staff member needed in the event of an emergency and/or who is involved in frequent off hours/on-call activity;
 - b. The nature of the employee's work is critical to the operation of the department or the County and immediate response may be required;
 - c. The job function of the employee requires considerable time outside of his/her assigned office or work area and it is important to the County that s/he is accessible during those times;
 - d. If a data plan is required, then the job function of the employee must require him/her to have data and internet access at all times;
 - e. The anticipated level of business use is significant; and/or
 - f. The related cost is justified when compared with alternative communication choices.

2. Assigned Phone

Due to the cost-effective pricing plan offered by the cellular phone vendor, Sullivan County prefers to assign a cell phone to employees whose need for a cell phone is almost entirely based on needs related to the position and who, without a County-provided phone, would generally not have a phone at all or would have one with a limited plan for minutes, texting, and data. *Almost all employees who require a cell phone for work purposes will fall into this category.*

Sullivan County audits County-provided mobile phone services (voice minutes used, text messages sent/received, and data service use), which includes a review of the monthly billing by the individual's supervisor, the Director of Facilities, and/or the County Manager.

Incidental personal use of County-provided mobile phone lines is permitted. However, the County may seek reimbursement for such personal use for any costs incurred above what the County would normally pay. If personal use of County-provided mobile phone becomes regular and on-going, the employee may be asked to obtain a personal mobile phone and moved to a monthly mobile phone stipend.

Employees who use County-provided mobile phones for personal use (calls or text messages) are responsible for reimbursing excessive costs associated with the personal use. The amount of the reimbursement to the County will be equal to the increase in monthly charges to the County caused by the personal calls.

For example: The calling plan for a particular mobile phone is 60 minutes for \$19.95 with additional minutes at \$.25 per minute and \$.20 per text message, and the person assigned to the phone uses the phone for 5 minutes of personal calls and sends 5 personal text messages.

- If the total minutes for all calls does not exceed the 60 minutes in the plan during the month, the individual would owe nothing for the personal phone calls and would owe \$1.00 for the personal text messages.
- If the total minutes exceed the 60 minutes, the individual would owe \$.25 for each minute over the 60 minutes (the total length of their personal calls).

3. Stipend for Regular Use of Personal Mobile Phones

In rare cases, upon the Department Head's recommendation and County Manager approval, employees who would otherwise be provided with a County-issued mobile phone may instead request a monthly stipend for use of their personal mobile phone for County business. The payment of stipend is to cover the anticipated use of a cell phone for business purposes and is not intended to enhance an employee's salary or benefits or serve as a recruitment tool.

- a) If an employee meets the eligibility requirements for a cell phone as outlined above, already has a personal or family cell phone plan, and uses his/her personal phone for a significant amount of business use, then a stipend may be requested in writing to the Department Head, who will forward the request to the County Manager with a recommendation.

- b) If approved, the stipend amount will be added to the employee's regular pay. In order to meet IRS guidelines, any amount added for cell phone service will be identified as a non-taxable benefit.
- c) The stipend will be paid as a flat rate per month based on the selected service and as outlined below. The County will pay only the agreed upon amount. The amount of the stipend will be determined based on the plan required given the employee's job responsibilities. A tiered model based on the current market rates includes but are not limited to the following options:
 - i. Voice only: Up to \$20 per month
 - ii. Voice & Data: Up to \$50 per month
- d) The stipend allowance is neither permanent nor guaranteed. The County reserves the right to remove a participant from this plan and/or cancel the stipend.
- e) If the employee terminates the wireless contract, s/he must notify his/her supervisor within 5 business days to terminate the stipend.
- f) An employee receiving a cell phone stipend must be able to show, if requested by his/her supervisor, a copy of the monthly access plan charges and business related confirming they continue to have a contract for the cell phone.
- g) The County will not pay for the purchase of personal cell phones, activation fees or insurance. Stipend amounts for data plan and phone with data factor in the device replacement cost, and replacement is the responsibility of the employee.
- h) Employees who receive a monthly stipend agree to: 1) purchase a device that meets the County's technical standards (if specified); 2) adhere to the County's personnel policies regarding telecommunications, social media, code of conduct; and 3) use their personal phone for County business. In addition:
 - i. The employee is responsible for purchasing a cell phone and establishing a service contract with the cell phone service provider of his/her choice. The cell phone contract shall be in the name of the employee, who is solely responsible for all payments to the service provider. If there are problems with service, the employee is expected to work directly with the carrier for resolution.
 - ii. The County does not accept any liability for claims, charges or disputes between the service provider and the employee. Use of the phone in any manner contrary to local, state, or federal laws will constitute misuse, and will result in immediate termination of the stipend.
 - iii. Because the cell phone is owned by the employee, the stipend is not considered taxable income and the employee may use the phone for both business and personal purposes, as needed. The employee may, at his or her own expense, add extra services or equipment features as desired.

- iv. Support from the County's Information Technology (IT) service provider is not guaranteed and is limited to connecting a personally-owned device to County-provided resources, including email, calendar, and contacts.
- v. Most wireless transmissions are not secure. Therefore, individuals using wireless services should use discretion in relaying confidential information. Any cell phone that has data capabilities must be secured based on current security standards including password protection and encryption. If a cell phone with data capabilities is stolen or missing, it must be reported to the employee's supervisor, the wireless device service provider, and to IT as soon as possible.
- i) Employees are expected to delete County data from the cell phone when their employment with the County concludes, except when required to maintain that data in compliance with litigation hold notice.
- j) Any stipend will be immediately cancelled if:
 - 1. An employee receiving a stipend terminates employment with the County.
 - 2. The employee changes position within the County and is no longer required to use a cell phone for business reasons.
 - 3. There is misuse/misconduct with the phone.
 - 4. A decision by management results in the need to end the program.
 - 5. The employee no longer wants to retain the current cell phone contract for personal purposes and instead seeks to receive a County-issued phone.

4. Reimbursement for Occasional Business Use of Personal Mobile Phones

If an employee's job duties do not include the need for a cell phone, then the employee is also not eligible for a cell phone stipend. Such employees may request reimbursement for the cost of business cell phone calls on their personal cell phone. The individual should make personal payment to the provider, and then should submit a request for reimbursement to the Department Head. Reimbursement documentation should identify the business purpose and is subject to Department Head approval.

5. Shared and Vehicle-Installed County-Provided Mobile Phones

Where a County-provided mobile phone is assigned to more than one individual or is installed in a County vehicle, individuals who make or receive personal calls on such phones shall make a record of such calls to assist in reconciling the mobile phone bill. The County may seek reimbursement for personal use for any costs incurred above what the County would normally pay.

5. Use of Cell Phones While Driving

Employees shall follow all New Hampshire laws, rules, and regulations while operating a cell phone, especially while operating a cell phone and a motor vehicle. Texting while driving is strictly prohibited unless the cell phone or motor vehicle is equipped with hands free equipment.

Effective Date: This policy is effective retroactive to January 1, 2014.

Approved by the Sullivan County Board of Commissioners on this day, the ___ of June, 2014:

Jeffrey Barrette, Chair

Bennie C. Nelson, Vice Chair

Ethel Jarvis, Clerk

TOWN OF NEWPORT

Board of Selectmen

6:30 pm Regular Meeting & Public Hearing, Municipal Building

AGENDA for June 16, 2014

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. AGENDA REVIEW
4. MINUTES FROM PREVIOUS MEETING: June 2, 2014
5. PUBLIC HEARING: Discussion on the Posting of the Town Forest for "No Motorized Wheeled Vehicles"
6. FORUM
7. COMMUNICATIONS:
 - A. Board of Selectmen
 - B. Town Manager
8. INFORMATIONAL:
 - A. Sullivan County Commissioners: Discussion/Feedback on County Matters
 - B. Code of Ethics
 - C. NCTV Broadcast Issues
 - D. Cable/Comcast Franchise Agreement
 - E. Summer Street Parking
 - F. Board Retreat
9. ACTION ITEMS:
 - A. BOS Handbook
 - B. North Newport Cemetery Tree Removal
 - C.
10. APPOINTMENTS: Conservation Commission
11. ADJOURNMENT

The next regular meeting of the Board of Selectmen is scheduled for Monday, July 7, 2014 at 6:30 p.m.

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOSEPH A. FOSTER
ATTORNEY GENERAL



ANN M. RICE
DEPUTY ATTORNEY GENERAL

June 16, 2014

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

Re: Residential Substance Abuse Treatment (RSAT)
State Grant Number 2013RS11A
Federal Grant Number 2013-RT-BX-0052

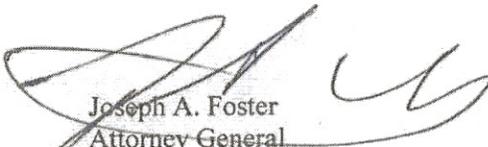
Dear Superintendent Cunningham:

I am pleased to inform you that your request for supplemental funding under the Residential Substance Abuse Treatment Program has been approved by this office and Governor and Council in the amount of \$7,500.00, effective April 9, 2014 and ending September 30, 2014.

Please return the enclosed Grant Award form, with your signature, to the attention of Johanna Houman in the Grants Management Unit. Retain the enclosed Summary of Expenditures Report for filing for reimbursement of your program expenses. Expenditure Reports need to be filed within 30 days of the end of each calendar quarter. If cash flow is an issue, monthly filings are allowed at your discretion.

To request an electronic version of your expenditure report, or to discuss any questions or concerns regarding your grant, please contact Johanna Houman at 271-7820 or Johanna.Houman@doj.nh.gov. Thank you for all of your efforts in providing these valuable services.

Sincerely,


Joseph A. Foster
Attorney General

JAF/jsh
Enclosure

STATE OF NEW HAMPSHIRE DEPARTMENT OF JUSTICE GRANT AWARD		
Agency Name:	Sullivan County Dept. of Corrections	Vendor No.: 177482-B007
Program Name:	Substance Abuse Treatment	Amount: \$ 7,500.00
Grant Start Date:	4/9/2014	State Grant Number: 2013RS11A
Grant End Date:	9/30/2014	Federal Grant Number: 2013-RT-BX-0052
Appropriation No.:	02-20-20-201510-4475-072-500574 Job #20RSA13A	
Head of Agency	Project Director	Fiscal Officer
Bennie Nelson Commissioner 14 Main Street Newport, NH 03773 603-863-2560	Jane Coplan Program Director 103 County Farm Road Claremont, NH 03743 603-542-8717 x438	Greg Chanis County Administrator 14 Main Street Newport, NH 03773 603-863-2560 x101
Federal Grant Name:	Residential Substance Abuse Treatment	
Federal Agency:	United States Department of Justice	
Bureau/Office:	Office of Justice Programs - BJA	
CFDA Number:	16.593	
Purpose of Grant:	Substance abuse treatment programming.	
Program Requirements:	See signed Program Conditions and Guidelines. Proper documentation for all federal and match expenses is required.	
Match Requirements:	Minimum 25% Cash or In Kind Match (33% of Federal Dollar	
Program income Requirements:	Match must be spent on program allowable activities.	
Reporting Requirements:	Quarterly Financial reports Annual performance report and audit Adherence to State and Federal guidelines and conditions	
Approval	Program Agency	NH Department of Justice
Name	Bennie Nelson	 Rosemary Faretra
Title	Commissioner	Director of Administration
Date		
All terms of this grant award are not valid unless signed by both authorized parties.		