



CHIT CHAT

Sullivan County

Volume 16, Issue 4

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Commissioners Announce Appointment of New County Manager

Following a lengthy search process, the Sullivan County Board of Commissioners is pleased to announce the selection of **Jessie W. Levine** as the next Sullivan County Manager. Ms. Levine, currently the Town Manager in Bedford, NH, will fill the position vacated by Greg Chanis in August 2013. Ms. Levine will begin work for Sullivan County on January 15, 2014.

"It is with great pleasure we welcome Ms. Levine back to Sullivan County. We are very fortunate to have found such expertise combined with strong ties to our area. She will be a true asset to our organization." said Jeff Barrette.

Prior to her position with the Town of Bedford, Ms. Levine was the Town Administrator in New London from 2000-2011 and then served as the Assistant Town Manager/HR Director for the Town of Hanover. While serving in both positions, Ms. Levine was a resident of Springfield, NH, where she will return to her home. Springfield is one of the 14 communities that make up Sullivan County.

The County Manager serves as the Commissioners' agent for the financial and administrative management of Sullivan County, including oversight of Sullivan County Health Care, Department of Corrections, Commissioners' Office, County Property, Human Relations, Communications and Information Technology, Cooperative Extension, and Natural Resources.

Given her 13 years in municipal government, Ms. Levine said that she is intrigued by the challenge of the new perspective of county government. *"I am thrilled and honored to be the Commissioners' choice for the Sullivan County Manager position,"* said Ms. Levine. *"It is an exciting opportunity and I look forward to working with the Commissioners in serving the people of Sullivan County."*

"Bedford is a wonderful community and I enjoyed my time and work there," said Ms. Levine.

"But home is where the heart is and my heart never left the Sunapee/Newport region. I could not pass up this opportunity to come home and continue working in a field that I love."

The Bedford Town Council accepted Ms. Levine's resignation on November 13, 2013. *"The Town Council regretfully accepted the resignation of Town Manager Jessie Levine, but fully understands the attraction of returning to the Upper Valley and the ties that draw her back there,"* said Bedford Town Council Chairman Chris Bandazian. *"The Council extends its best wishes for continued success to Jessie in her new endeavors."*

"Ms. Levine will help to continue the exceptional value that county government provides. I am excited to work with her to continue the great work this county has become known for." Jeff Barrette.

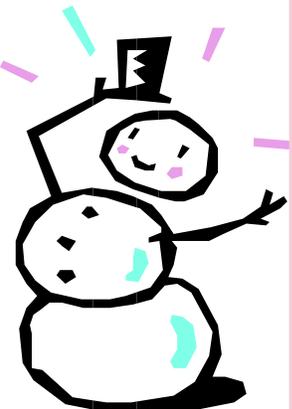
A Message from Jessie Levine, County Manager Incumbent

Hello Sullivan County employees! I am excited to be writing my first "Chit Chat" message to all of you, and I'm counting the days until I join you in Newport and Unity and meet you in person. Although I haven't officially started yet, I have been slowly getting up-to-speed on the bigger issues facing the County while at the same time getting an idea of the positive daily impacts all of you have on the lives of the residents you serve. Everyone I've met speaks highly of the work you do and the commitment with which you do it, and that's something to be proud of. I can't wait to be part of your team!

Until then, please have a safe and restful holiday season, and stay warm.

All the best,

Jessie Levine





Sullivan County 2013 NHAC Awards

Sullivan County NH is proud to announce **2013 New Hampshire Association of Counties (NHAC)** awards presented to three Sullivan County employees at the *NHAC Awards Banquet*, held Monday, October 28th, at the Mountain View Grand Resort in Whitefield NH.

The **2013 Employee of the Year** award was presented to **Dodi Violette**. Dodi has been with the County, since 1982 and currently works at the Commissioner's Office in Newport as *Account Clerk I*. Dodi received two nominations from the following peers, stating:

"I am impressed by her exceptional way of sharing her wealth of knowledge in helping co-workers and staff of Sullivan County succeed in completing, sometimes, stressful and overwhelming tasks, in an accurate and timely manner ...she is committed to achieving accurate information, planning well in advance to ensure the success of completing any task asked of her. Dodi exemplifies commitment, positive attitude, unique personality and sharing her wealth of knowledge ..." Submitted by Laurie Geer

"Dodi has helped me tremendously from day one of my employment. She is always ready and willing to help, with a cheerful attitude that is contagious. She is a wealth of County knowledge, and always willing to share this knowledge. She is very dedicated and loyal...always goes above and beyond her duties. She is a perfect example of what a perfect employee should be." Submitted by Pat Barrette

Dodi resides in Newport with her husband Dana Violette. They have one son, Corey, and a granddaughter, Ava. As *Account Clerk I*, Dodi is lead bookkeeper where attention to detail, accuracy, efficiency, meeting deadline, and good communication skills are crucial qualities. She prepares budgets and works closely with the County Treasurer, Commissioners, department heads and accounting staff, ensuring generally accepted accounting practices are adhered to; then, at the close of each year, readies the books for auditors

to successfully audit the County's year ending financials.

2013 Human Services Administrator of the Year award was presented to **Sharon 'Sherrie' Curtis**. Sherrie has been with the County since 1973 and currently works at the Sullivan County Health Care (SCHC) facility in Unity NH as *Human Services Coordinator*. Samantha Fletcher, *Human Resource Assistant*, who submitted a nomination for Sherrie, stating:

"Sherrie has been a key member of the Sullivan County (SC) staff for forty years. She has worked tirelessly to keep SC Human Services (HS) an effective part of the County management, while providing services to countless people. She has worked with all age groups - with elderly, as a LNA at Sullivan County Nursing Home, to the juvenile and elderly with her advancement to HS Coordinator. Service she has provided over the years has assisted so many families and individuals to change their situations and has given them encouragement for positive development. I've had the honor working with Sherrie on a near daily basis, and though she is now part time, she still gives so much back to the county, not only as a County employee, but as a volunteer in the community we serve. She unselfishly gives her time to so many different causes, such as Sullivan County United Way as lead volunteer for the 'Free Coats Friday', participating in 'Dancing with the Newport Stars', and as an active board member. She also volunteers with the Turning Points Network of Claremont and helps coordinate 'Stepping up to end Violence' walk year after year."

Sherrie resides in Claremont and has four children: Don, Julie, Naomi and Cricket, many grandchildren and two great grandchildren. As *Human Services Coordinator*, her work has evolved throughout the years and has included: preparing budgets for review and approval by the Commissioners and Delegation, reconciling the County's payment liability for the elderly, disabled, and juveniles; and checking bills and third party reimbursements. She has coordinated and

for courts to include recommendations for reimbursement from parent/guardian of juveniles receiving court ordered services; was responsible for the distribution of NH State Incentive Funds for Sullivan County and coordinated the seven member review team allocation requests, quarterly reports, and participated with local agencies and DCYF in the development of Interagency Teams, coordinating meetings and maintaining team records; and has prepared HS documents for County reports.

2013 Nursing Home Employee of the Year award was presented to **Michael 'Mike' Marcotte**. Mike has been with the County since June 2006 and currently works at SCHC in Unity NH as *Housekeeping and Laundry Supervisor*. Michael was nominated by those he supervises who all stated in their nomination:

"As the Supervisor of Housekeeping and Laundry, Mike helps out in all departments when he can, to help make it easier on all departments. He goes above and beyond, to resolve an issue with the residents and employees. He listens and asks staff and the residents for their input to help make daily routines easier."

Mike resides in Springfield VT with his wife Paula. He has three children: Rebecca, Joseph and Eric, and four grandchildren. As *Housekeeping and Laundry Supervisor*, he is responsible for the supervision of 20 employees, and reports directly to the SCHC Administrator. He is also responsible for monitoring and developing housekeeping and laundry procedures. Mike demonstrates a combination of professional knowledge and experience to design and implement management solutions that provide cost effective, quality services to the community at Sullivan County Health Care.

We congratulate Dodi Violette, Sherrie Curtis and Michael Marcotte on receiving their awards.



participated in reviews, evaluations and coordination of program plans and operations of DCYF to ascertain adherence to overall rules, regulations, policies, procedures and statutes; has interviewed and prepared written financial affidavits



The need is constant.
The gratification is instant.

Give blood.



**American
Red Cross**



Sullivan County Community Blood Drive

Sullivan County Health Care – Ahern Building – 5 Nursing Home
Drive, Unity, NH 03743

**January 23, 2014
11:00 am – 4:00 pm**

Contact information: Tammy Porter – (603) 542-9511 ext. 234 -
tlallo@sullivancountynh.gov

Contact Tammy to make an appointment today!

Everyone who donates will get a free pound of Dunkin Donuts
Coffee!

1-800-GIVE-LIFE | RedCrossBlood.org

Interested in direct deposit? The payroll department can set up as many as 5 accounts in the system to direct your money where you want it, and it is there at the opening of business for your bank on payday. If this interests you simply complete the form below accompanied with the appropriate documentation as requested, and return it to the HR Department. It only takes two payrolls to be in effect. **Already have Direct Deposit?** Why not get your stub emailed to you? We also have the ability to email you your stub and any attachments so that you have them in electronic form, this saves trees and time all around! Consider doing so by completing the form which is located outside of the HR Department offices.

Sullivan County Employee Direct Deposit Enrollment Form

Employee Name _____ Date _____
Please Print

Employee Signature _____

Start _____ Stop _____
Effective Date Effective Date

Dollar Change _____
Change current \$ deposit to New \$ deposit
Bank Information must be filled in when making a change to dollar amount deposited.

For accurate deposit set up, it is required that you supply a voided check or bank letter that includes routing and account information for any accounts listed below.

Bank Name _____

Transit Routing # _____ Account # _____

Checking _____ Savings _____

I wish to deposit \$ _____ or Entire Net Amount _____ (check)

Bank Name _____

Transit Routing # _____ Account # _____

Checking _____ Savings _____

I wish to deposit \$ _____ or Entire Net Amount _____ (check)

COMMUNITY DEVELOPMENT UPDATE

During December we made another large step forward in implementing electronic medical records. The nurses now are able to complete their med passes and write nursing notes on their computer attached to the medication carts. With the inclusion of the kiosks to complete the documentation of resident activities we are about 80 percent toward being fully electronic. Although this is a change in how we document the care we provide, we believe that going electronic will be a more effective way of documenting and managing resident care. I appreciate everyone's work in implementing the new processes. The implementation of the electronic medication administration has gone quite smoothly. That is indicative of your openness to provide the best resident care possible.

I know the holiday season is quite hectic and challenging, both personally and professionally. But the challenges have not impacted our environment of care. The Thanksgiving Dinner was a huge success with all departments involved showing the positive teamwork that we have. We had over 100 guests and everyone commented on how good the food was and how nice it was that we did this for our residents and families.

My heart felt "Thank You" goes out to all of our Sullivan County Health Care staff, and for the support we receive from Facilities, Human Resources, Corrections, Rehab Services and the Newport office. I appreciate the work you all do in caring for our residents.

May our New Year be a joyous one!

Ted J. Purdy
Administrator
Sullivan County Health Care

Update from the Facilities Department

As cold weather and snow arrive the Facilities Department finds itself battling winter conditions while continuing to keep the Unity County Complex and the Newport complex operating. This time of year is always challenging as heating systems are being put to the test for the first time in months. Coincidentally, while winter bears down, we are also commissioning the long awaited Biomass District Heating system. We hoped it would be fully operational in October but due to construction delays we didn't light our first fire until November 8th and weren't heating the Nursing Home complex of buildings until November 18th. The Department of Corrections came on line on November 27th and the Ahern building on December 6th. The Biomass plant is a state of the art wood burning plant designed to make 135 PSI steam to heat the Nursing Home, the Department of Corrections, The Ahern Building and the Carpenter shop/ Tractor Garage. It also is providing steam for the purpose of making hot water to all buildings and steam for the laundry to run the dryers. A steam driven, electric generating turbine is installed in the boiler room of the Nursing Home and will provide electricity to offset some of the electrical costs. We will not be selling electricity back to the grid because the turbine is sized according to the heat demands of the Nursing Home and is relatively small. The Biomass Plant is fully automated and digitally controlled and has a smaller propane boiler in the plant which will automatically start to either pick up peak load on very cold days or as a backup. We anticipate burning 3 loads of wood chips a week in the coldest weather or about 90 tons a week. Naturally this will decrease in warmer weather. Last year we budgeted about \$500,000 for fuel oil and propane for the Unity Complex. We anticipate that this year we will be closer to \$100,000 for wood chips. The wood chips are almost 100% sourced from providers in Sullivan County.

While the Biomass project is finishing up, we are beginning work on another exciting project. We have long known that while we have enough water from our wells, a major failure could create serious conditions. Over the past year we have received state approval for a new well and the well design. The well has been drilled and work began on December 16th to connect it to our system. When completed it will effectively double our water pumping capacity bringing a much needed reserve capacity to our system. We hope to have this work done, including a small building to house the water conditioning equipment by March 2014.

We will be holding an open house at the Biomass plant sometime in the near future. If anyone has questions, please feel free to contact me at extension 273. Once the project is complete and cleaned up from construction, we will be happy to schedule tours for those who are interested.

John Cressy

Everyday Preventive Actions That Can Help Fight Germs, Like Flu

CDC recommends a three-step approach to fighting the flu.

CDC recommends a three-step approach to fighting influenza (flu). The first and most important step is to get a flu vaccination each year. But if you get the flu, there are prescription antiviral drugs that can treat your illness. Early treatment is especially important for the elderly, the very young, people with certain chronic health conditions, and pregnant women. Finally, everyday preventive actions may slow the spread of germs that cause respiratory (nose, throat, and lungs) illnesses, like flu. This flyer contains information about everyday preventive actions.



How does the flu spread?

Flu viruses are thought to spread mainly from person to person through droplets made when people with flu cough, sneeze, or talk. Flu viruses also may spread when people touch something with flu virus on it and then touch their mouth, eyes, or nose. Many other viruses spread these ways too.

People infected with flu may be able to infect others beginning 1 day before symptoms develop and up to 5-7 days after becoming sick. That means you may be able to spread the flu to someone else before you know you are sick as well as while you are sick. Young children, those who are severely ill, and those who have severely weakened immune systems may be able to infect others for longer than 5-7 days.

What are everyday preventive actions?

- Try to avoid close contact with sick people.
- If you or your child gets sick with flu-like illness, CDC recommends that you (or your child) stay home for at least 24 hours after the fever is gone except to get medical care or for other necessities. The fever should be gone without the use of a fever-reducing medicine.
- While sick, limit contact with others as much as possible to keep from infecting them.
- Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
- Wash your hands often with soap and water. If soap and water are not available, use an alcohol-based hand rub.
- Avoid touching your eyes, nose and mouth. Germs spread this way.
- Clean and disinfect surfaces and objects that may be contaminated with germs like the flu.
- If an outbreak of flu or another illness occurs, follow public health advice. This may include information about how to increase distance between people and other measures.



Centers for Disease
Control and Prevention
National Center for Immunization
and Respiratory Diseases

What additional steps can I take at work to help stop the spread of germs that can cause respiratory illness, like flu?

- Find out about your employer's plans if an outbreak of flu or another illness occurs and whether flu vaccinations are offered on-site.
- Routinely clean frequently touched objects and surfaces, including doorknobs, keyboards, and phones, to help remove germs.
- Make sure your workplace has an adequate supply of tissues, soap, paper towels, alcohol-based hand rubs, and disposable wipes.
- Train others on how to do your job so they can cover for you in case you or a family member gets sick and you have to stay home.
- If you begin to feel sick while at work, go home as soon as possible.



What additional preventive actions can I take to protect my child from germs that can cause respiratory illness, like flu?

- Find out about plans your child's school, child care program, or college has if an outbreak of flu or another illness occurs and whether flu vaccinations are offered on-site.
- Make sure your child's school, child care program, or college routinely cleans frequently touched objects and surfaces, and that they have a good supply of tissues, soap, paper towels, alcohol-based hand rubs, and disposable wipes on-site.
- Ask how sick students and staff are separated from others and who will care for them until they can go home.



Everyday preventive actions can help slow the spread of germs that can cause many different illnesses and may offer some protection against the flu.

For more information, visit www.cdc.gov, or call 1-800-CDC-INFO.

 **Making Money Work** 
FOR YOU

DATE:

Thursday Evenings
January 16 – February 20, 2013

TIME:

6:00 – 8:00 p.m.

LOCATION:

On-line webinar

REGISTRATION:

To pre-register or for more information,
contact Sherrie at 603-863-9200 or
sherrie.fontaine@unh.edu.

COST: \$15 per person/couple

No cost for More Than Wheels
participants.

OFFERED BY:

UNH Cooperative Extension
and
More Than Wheels



**A six-part series designed to
help participants:**

- *Gain control over spending*
- *Develop a plan to achieve financial goals*
- *Reduce expenses and debt*
- *Increase savings*
- *Understand insurance needs*

extension.unh.edu

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University of New Hampshire, U.S. Department of Agriculture and NH counties cooperating.
If special accommodations are needed to participate in this activity, contact the Extension office
at least two weeks prior to the event so accommodations can be made.



**There is a new 4-H club
starting in Claremont!**



Can You Help Us Recruit New Members?



The club is geared toward at-risk-youth age 8 and above who would like to explore the theatre project. Members will work as a team to create an original production from start to stage. The group will write the script, be involved in creating the scenery, costumes and of course, do the acting.

Theatre is just the start; youth members will be making decisions about what they would like to explore in the future. 4-H has a wide variety of project areas to choose from.



4-H supports family communication by providing a common experience that will get families participating in a positive growth experience for all participants.

Are you working with or know of a young person who could benefit from making friends, learning to work as part of a team, and would like to become more involved in their community?

The meeting dates, times and locations will be determined by those interested. If you know of any youth who would benefit from participating in this club, please contact Robin Luther, Extension Field Specialist with UNH Cooperative Extension at robin.luther@unh.edu or call 603-863-9200, ext. 159.



UNH Cooperative Extension
Sullivan County
24 Main Street
Newport, NH 03773
extension.unh.edu

For more information regarding 4-H, please contact the UNH Cooperative Extension Field Specialist, Robin Luther at robin.luther@unh.edu or call 603-863-9200, ext. 159

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Commissioner's Office Calendar of Events

- Dec. 25th, Wed. - Newport County-State Complex Closed
- Jan. 1st, Wed. - Newport County-State Complex Closed
- Jan. 6th, Mon. 9 AM - Commissioners' Regular Meeting & CDBG Public Hearing – Newport, Commissioners Conf. Rm.
- Jan. 6th, Mon. 12 Noon – Conservation District Meeting – Unity, Ahern Bldg
- Jan. 11th, Sat. 2PM – 4PM – Meet & Greet with New County Manager Jessie Levine, Unity County Complex, Sullivan County Health Care Facility, 1st Floor Dining-Rec. Room
- Jan. 14th, Tue. 2:30 PM - Resource and Collaboration Council (RACC)
- Jan. 15th, Wed. 9AM – Greater Sullivan County Public Health RCC
- Jan. 20th, Monday - Newport County-State Complex Closed
- Jan. 20th, Mon. 9 AM - Commissioners' Meeting - Unity, Ahern Building
- Feb. 3rd, Mon. 9 AM - Commissioners' Meeting - Newport, Commissioners Conf. Rm.
- Feb. 17th, Monday Newport County-State Complex Closed
- Feb. 17th, Mon. 9 AM - Commissioners' Meeting – Unity, Ahern Building
- Mar. 3rd, Mon. 9 AM - Commissioners' Meeting – Newport, Commissioners Conf. Rm.
- Mar. 17th, Mon. 9 AM - Commissioners' Meeting – Unity, Ahern Building

Preparations for National County Government Month

National County Government Month (NCGM) is celebrated each April by counties to raise public awareness and understanding about the roles and responsibilities of county government.

*The 2014 NCGM theme is: **Ready and Resilient Counties: Prepare. Respond. Thrive.***

Counties may focus on how they prepare and respond to natural disasters and emergencies or any situation that the counties may face, such as economic recovery or public health and safety challenges. Counties may participate in NCGM by hosting a variety of community outreach events and activities. These could include tours of county facilities, recognition ceremonies for county employees and volunteers, distribution of information about county programs and services, sponsoring student essay or art contests, meetings with business and community leaders and adoption of resolutions.

Since 1991, the National Association of Counties (NACo) has encouraged counties across the country to actively promote county government programs and services. Use hashtag [#NCGM](#) on Twitter and share how your county is celebrating National County Government Month or tell NACo about your activities by using the online form below. The 2014 NCGM media resources will be available on the following NACo web page in January: <http://www.naco.org/Counties/countiesdo/Pages/ncgm.aspx>

See how you can help spread awareness of your department's or program's role and responsibilities - talk with your supervisor or contact the Sullivan County Commissioners Office: E-mail - commissioners@sullivancountynh.gov | Tel. 603.863-2560 | Fax. 603.863-9314 | Mail: 14 Main Street, Newport, NH, 03773.

