

## Sullivan County NH

**Type of Meeting:** Sullivan County Board of Commissioners  
FY07 Budget Review-Human Resources

**Date/Time:** Wednesday - April 5, 2006 12:00 PM

**Place:** ~~Newport County Complex~~

**Attendees:** Commissioner's Donald S. Clarke – *Chair*, Ben C. Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; *County Manager* - Ed Gil de Rubio; *Human Resource Director* - Peter Farrand and Dodi Violette – *Account Clerk I*.

### 12:10 Meeting began.

Fund 30: Intergovernmental Fund

A proposed salary increase of 5% for Mr. Farrand and his assistant has been budgeted.

Education & training was also level funded.

Utilizing Ahern Building, they ran a 6-week program to surrounding communities. This training is for other employees training, not just for their two-person department. Some of the courses were supervisory & Management training. Continuing education credits.

Travel same.

Employee appreciation has increased by \$2,000.

Contract Services has increased \$3,000 because of drug screening.

Advertising increased by \$10,000 because nursing wants separate ads and they are going to try radio advertising.

Office supplies \$2,500 because they want to make the Ahern building a regional state of the art building. They would like to lease a copy machine for Ahern building and they would like presentation material to make us look more like professionals. They need a new laminating machine for badges. They would like materials with their own human resource logo on it. Want to explore the possibility to have the Chit Chat printed outside Sullivan County.

Dues & licenses & Gen. Maintenance and Property & Liability stay the same.

Advertising: Cut back \$5,000. Commissioner Jarvis would like it cut. Peter explained that he does all advertising for all departments. Discussion regarding this matter took place. **30520-12031 Advertising. Motion made to reduce by \$5,000. Motion made**

**by Comm. Nelson and seconded by Commissioner Jarvis to pass bottom line of \$242,243. Motion carried, unanimously.**

**12:50 Meeting ended.**

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**Type of Meeting: Sullivan County Board of Commissioners  
FY07 Budget Review-Human Services**  
**Date/Time: April 5, 2006 12:50 PM**  
**Place: Newport County Complex**

**Attendees:** *Commissioners Donald S. Clarke - Chair, Ben C. Nelson – Vice Chair and Ethel Jarvis – Clerk; County Manager - Ed Gil de Rubio; Human Service Coordinator - Sherrie Curtis and Dodi Violette – Account Clerk I.*

Decrease in salaries since Sherrie and Jen (Robitelle) are both going part time. If HB638 passes it would eliminate Jen's position since she does juvenile billing.

Benefits are all geared off salaries.

Expense account: annual conference & mileage.

Office supplies are just necessities.

Dues licenses & subscriptions Annual affiliate dues \$250 and & juvenile laws for \$60

HCBC average of 162 cases each month.

Provider's average of 340 cases each month (would lose this if HB638 passes)

Old Age assistance average of 55 cases each month.

APTD average of 297 cases each month.

INC average of 628 cases each month.  
(Our 25% share) This would go up to 35.625%  
71.is Federal share/ 2 is our share

PNMI average 55 cases a month

Board & Care of children averages 6 cases a month

Commissioner Clarke handed out Option 19 – NH, HCBC & OOA\_APTD spreadsheet, and we compared to the budget. It is a win-win situation for all counties.

Commissioner Clarke fears that this number  $35.625 / 25 = 1.43$  increased exposure  
At a higher rate we will be billed for skilled care. # Of Medicaid residents, look at our census, our mix, our new to compare. Until you figure with our new mix Comm. Clarke isn't positive with the State's number.

He thinks you should go through the exercise: Sherrie, Ed and Courtney. 100 – 150 K difference and we still we save money in the long run. This gives us control of our own destiny. Demographics are different for each county.

Sherrie will have to refigure. OAA & APTD if we go back to the old rate a savings of \$105,000 per Sherrie.

Discussion about the spreadsheet went on for some time.

Sherrie feels that the liability OAA, APTD has to stay with the County because at the State level they don't know regarding HUD Housing etc.

The spreadsheet is based if we lose the lawsuit per Commissioner Clarke.

Do not tentatively approve the budget until we get this issue straightened out per Commissioner Clarke.

**Motion made by Commissioner Nelson and seconded by Commissioner Jarvis to approve the budget of \$4,411,268. The motion carried, unanimously.**

Commissioner Clarke would like Sherrie to look at spreadsheet and pick these numbers apart; they will be at the Nursing Home on Thursday.

**1:45 Meeting adjourned.**

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**Type of Meeting: Sullivan County Board of Commissioners  
FY07 Budget Review-Cooperative Extension**  
**Date/Time: Wednesday - April 5, 2006 1:45 PM**  
**Place: Newport County Complex**

**Attendees:** Commissioners Donald S. Clarke - *Chair*, Ben C. Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; *County Manager* - Ed Gil de Rubio; *UNH Cooperative Extension Co-Office Manager/Agricultural Educator* - Seth Wilner and Dodi Violette - *Account Clerk I*.

Meeting began at 1:45 p.m.

Salaries: Secretary 5%, CPI 3.4%  
\$13.00 for 20 hours for new position. Office manager will be retiring in March 2007 and the new person will be taking benefits but the three month wait brings us to next budget cycle.

Salary & FICA changes \$703 and \$143 respectfully.

Contract services down \$363 some discussion.

Gen supplies & Office supplies level fund. GPS unit \$300 for Chuck Hersey.

Postage up because of postal increase.

Fuel per Greg Chanis.

Telephone level funded.

The new Equipment line has increased due to Gail Kennedy and Robin Luther getting new laptops per their IT person, Steve Judd's schedule.

Cooperative Extension is looking into quality of air issue. This is a cost of about \$2,000 per the engineer that came per Ed. No ventilation/no change of air at this time of year. Their recommendation was to crack a window for circulation.  
Economizers.

**A motion made by Commissioner Nelson and seconded by Commissioner Jarvis to tentatively approve a bottom line budget of \$223,668 for Cooperative Extension. The motion carried, unanimously.**

2:10 Meeting adjourned.

**Type of Meeting: Sullivan County Board of Commissioners  
FY07 Budget Review-County Attorney & Medical  
Referee**

**Date/Time: Wednesday - April 5, 2006 2:10 PM**

**Place: ~~Newport County Complex~~**

**Attendees:** Commissioners Donald S. Clarke - *Chair*, Ben. C. Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; *County Manager* - Ed Gil de Rubio; *County Attorney* - Marc Hathaway; *Office Manager* - Melanie O'Sullivan and Dodi Violette - *Account Clerk I*.

Elected Official salary will be discussed April 21<sup>st</sup>.

**Assistant County Attorney:**

Jack Bell is a superb adult, competent lawyer. Both assistants are at the high end of their ranges. These are not entry-level employees; you do not need to have to watch they are very competent.

**Office Salaries & Staff:**

Extremely pleased with his office staff and Mel does a wonderful job and very pleased with the development of Holly. Overtime is always needed.

Health & Retirement are in line.

The new equipment listed is a new computer and new copier for the County Attorney's office. There was some discussion about the lease of computers regarding Connor & Connor. Mr. Clarke wants County Attorney to stay on top of the upgrade issue.

Commissioner Nelson questioned and discussion took place on the storage locker.

Commissioner Clarke asked what kind of caseload. Marc said they have gone to 500 changing documents up from 325. A third position was needed for some time.

*Marc went to his office to retrieve some information and returned.*

State prison kept by county per capita per 10,000. Average was 9 and Sullivan County was 15. State rank was 1.

Are we trying to rehabilitate people? 3.4 Per 10,000 our avg. 19.5 Academy participant 6 vs. 30.

Historically we are at the top for sentencing.

Marc went to get a copy of the housing sheet to distribute to the Commissioners and reviewed with Commissioners.

The new Assistant Jack Bell was brought down to meet the Commissioners.

**A motion was made by Commissioner Jarvis and seconded by Commissioner Nelson to tentatively approve a bottom line budget of \$ 455,752 for County Attorney Budget. The motion carried, unanimously.**

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10450: MEDICAL REFEREE:

Increase of \$400 in Travel  
Increase of \$3,000 for views.

Discussed about placing the call and the medical referee responds - whoever State sends.

Why are you asking for increase? Because of historically this is where we are at. The department does not spend what is left, they always have money left and it goes back for the surplus and the fund balance.

**A motion was made by Commissioner Nelson and seconded by Commissioner Jarvis to tentatively approve a bottom line budget of \$ 27,000. The motion carried, unanimously.**

3:25 Meeting adjourned.

*Respectfully submitted,*



*Ethel Jarvis, Clerk  
Board of Commissioners*

*EJ/d.v.*