

## Sullivan County NH

**Type of meeting:** Board of Commissioners, Public Meeting  
**Minutes**  
**Date/Time:** Tuesday, April 15, 2008; 3 PM  
**Place:** Unity Complex, 5 Nursing Home Drive  
Sullivan County Health Care Facility –  
Recreation Room.

**Attendees:** Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Greg Chanis – *Interim County Administrator*; Ted Purdy – *S.C.H.C. Administrator*; Terry Callum – *Crescent Lake Riders Snowmobile Club*; and Sharon Johnson-Callum (minute taker).

**Public attendees:** Earl Blanchard – Retired CFO/President of Sturm Ruger & Co., State County Delegates Larry Converse, Peter Franklin and Suzanne Gottling (arrived later in meeting).

**3:01** The Chair, Commissioner Barrette, opened the meeting. Sharon Johnson-Callum led the *Pledge of Allegiance*.

### **Agenda Item No. 1 Snowmobile Club Trail Improvement Request, Terry Callum**

Mr. Callum noted the Unity snowmobile club would like to perform trail improvements on County property in the Marshall Pond area, and he spoke briefly about the work that would include trail width at maximum 10' and one bridge. They would like the trail to go from the Unity landfill, off the LaMere Road, and run parallel the Mica Mine Road, crossing through 3-4 private properties, to the Marshall pond access road, using that road to jump back out of the property west northerly to the other County lot by the State salt shed, connecting to their other trail. Per Mr. Callum, no work has begun, this is just in conceptional planning stages and he distributed a copy of a map with the conceptional trail plans [See appendix A]. Commissioner Jarvis noted the "road access" to the Marshall Pond is a "nature trail", confirmed snowmobiling is not limited and recommended Mr. Callum appear before the Unity Conservation Commission, Bard Flanders as Chair, with the club's proposal. Mr. Callum noted the club received verbal approval from two of the property owners and is working on two others. Mr. Chanis concurred the conservation easement does not prohibit the use of snowmobiles. Mr. Callum noted they would attain all necessary permits, plus request written permission from the County, as they would like to apply for grant funding for bridge construction. Commissioner Barrette noted pro's of trail improvement includes creating good nature trail access. Mr. Chanis noted the Board previously approved a timber harvest in that general area, logging would create trails, timber is already marked and they are going out to bid. Commissioner Barrette and Nelson noted they approve of the trail improvements, but to work with all parties to work out the details. Mr. Chanis and Callum will coordinate further discussions with Chuck Hersey – UNH Coop. Forester, as well as the New England Forestry Management representative, to refine the trail plan. Mr. Callum noted he could contact the State to let them know the County and club are having a dialogue; and to contact DES for notification permits that would go to the County, Unity Conservation Commission, NH State Trails Bureau and DES.

Mr. Callum left the meeting.

## **Agenda Item No. 2. DOC Report**

### Agenda Item No. 2.a. Census

Mr. Chanis noted the census was not received.

### Agenda Item No. 2.b. Physician Services Agreement

The Board members noted they reviewed the proposed DOC Physician Services Agreement, but would like the County Attorney to review it, as they feel there is wording that may open them up to liability issues. Mr. Chanis noted he would contact Mr. Hathaway. Discussions are postponed to the 4/29 meeting.

### Non Agenda Item DOC Inmate Dental Work

Mr. Chanis noted a question had arisen at an earlier [budget] meeting about the County paying for dental fillings for an inmate. He wanted to clarify that the County does not pay for dental work, unless a physician deems the work medically necessary. With the case they inquired about, this was part of a mouth infection and the physician deemed it medically necessary, and to be performed immediately.

**3:28 Commissioner Nelson moved to release Check 41312 [Vendor: Dr. William Pamplin DDS, of Claremont] in reference to medical services provided to an inmate at Sullivan County [DOC]. Commissioner Barrette seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

### Non Agenda Item DOC Press

Mr. Chanis brought to the Boards' attention a recent Valley News article published in the Sunday paper by Jim Kenyon, titled "Creative Corrections" [Appendix B]. The article pertained to an interview with Superintendent Cunningham and the solution Mr. Cunningham came up with for a new Community Corrections facility, in place of a more costly jail facility. The Board read through the article.

## **Agenda Item No. 3 Sullivan County Health Care Administrator Report**

### Agenda Item No. 3.a. Census

[Appendix C.1. - 8.]

Reports included:

1. March 2008 Medicare, Private, Medicaid, and HCBC, budgeted vs. actual and variance. Commissioner Nelson asked how much of the higher rate is attributed to residents being sicker vs. paper work being done better. Mr. Purdy noted rehab is really trying to benefit the residents in more appropriate therapy, so more towards the needs of the resident.
2. Summary Admission / Discharge List for March 2008 for types: MCD, MRA, PVT
3. Summary Admission / Discharge List for March 2008 for types: Assisted Living, Expired, Home, and Hospital
4. Summary Admission / Discharge List for full fiscal year 7/1/08 - 3/31/08 for HCB, INS, MCD, MCP, MRA and PVT
5. Summary Admission / Discharge List for full fiscal year 7/1/08 - 3/31/08 for: Unknown, FH, HS, Assisted Living, Expired, Home, Hospital and Nursing Home

6. Medicare Length of Stay Analysis from April 2007 through March 2008
7. Sullivan County Nursing Home Quarterly Resident Census, total fiscal year, to current

Agenda Item No. 3.b. Staffing

A new External Care Coordinator [Nick Lausier], began two weeks ago and is making good progress identifying the market, making appointments with both current providers / hospitals and competitors, making in-roads and visiting other assisted living and organizations, he has similar experience and has hit the ground running.

A new Food Service Director, Shannon Bricky, has been hired.

Mr. Purdy confirmed most key staff positions are essentially filled and they are working on licensed and LNA staff. They may possibly develop a LNA training program with a recent retiree in collaboration with the American Red Cross.

**Agenda Item No. 4 Interim County Administrator Report**

Agenda Item No. 4.a. FY 09 Budget Review Update  
They continue to diligently work on the FY 09 budget.

Agenda Item No. 4.b. FY 08 Potential Request for Transfers of Funds (RFTF)

DOC RFTF: Mr. Chanis distributed copies of a RFTF from the D.O.C. [Appendix D] to cover excess expenditures in the fuel oil line, using funds from Contract Services, Cleaning Supply and Telephone lines. If approved, Mr. Chanis will bring this to the E.F.C. meeting scheduled for Friday [4/18/08].

**3:50 Commissioner Nelson moved to approve the Request For Transfer of Funds submitted by DOC. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

Sullivan County Health Care RFT: Mr. Chanis distributed a two page RFTF form [Appendix E1.&2.], noting the bigger items include under budgeted Dietary Over Time and food costs. Mr. Purdy confirmed the overtime occurred, as they were short one person and has overages in health due to no employee in the position. Board members requested more detail on the form, which Mr. Purdy will include for the E.F.C. meeting. Commissioner Barrette urged all to be attentive to making sure where money is taken from correlates with where the funds are going. Commissioner Jarvis expressed concern about depleting the health care lines? Mr. Chanis pointed out they were cutting into the overages in those lines. Both, Mr. Chanis and Commissioner Barrette confirmed the Frozen Funds Health Care has not been touched.

**3:55 Commissioner Nelson moved to sign the [S.C.H.C. Request For Transfer of Funds form and to provide more detail [as an attachment] for the E.F.C. meeting. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

Agenda Item No. 4.c.            Unemployment transfer Information Update (Question from Rep. Converse at 4/1/08)

Mr. Chanis noted the County pays Primex a \$8,000 premium to cover unemployment costs. Primex then pays unemployment claims to the employee that are terminated or laid off. Mr. Chanis confirmed he could attain history of unemployment claims.

Agenda Item No. 4.d.            Primex Property & Liability April 11, 2008 Letter, FY09 Summary and Ratification fo the 5% Mutli-Year Discount Program Agreement

The Board and Mr. Chanis reviewed the April 11, 2008 letter from Carl Weber of Primex, the FY09 Property & Liability costs projections and the 5% Multi-Year Discount Program Agreement [Appendix F.1.-4.].

**4:03 Commissioner Nelson moved to authorize the Interim County Administrator to sign the [5% Multi-Year Discount Program] agreement to participate in the property liability program to July 1, 2011. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

Commissioner Nelson requested Mr. Chanis check on other vendors for property and liability coverage. Mr. Chanis reminded the Board they are receiving a discount, but will explore other options.

**Non Agenda Item            Federal Surplus Form**

Mr. Chanis and Ms. Johnson-Callum noted updates were being requested to current Federal Surplus form, with two removals: former County Manager and former DOC Superintendent; and, in today's meeting, they were seeking approval to add two employees: Mark Kenney and Heather Presch.

**4:05 Commissioner Nelson moved to authorize the new names to be added to those currently on the Federal Surplus form. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

**Non Agenda Item            County Maple Lot in Unity - Lease**

Commissioner Nelson questioned if the maple sugar orchard was being used this year. Mr. Chanis noted the lessee paid the lease fee, he'd noticed Mr. Kevin Sergeant diligently working, but is unsure whether he tapped anything.

**Agenda Item No. 5            Commissioners Report**

Agenda Item No. 5.a.            County Organizational Chart Review & Approval  
Commissioner Barrette noted this was his first time seeing the proposed organizational chart, and requested they table discussions to the next meeting. Mr. Chanis noted this is essentially how the County is operating today. Commissioner Jarvis expressed concern that the employees of the elected officials were not reflected. Mr. Chanis and Ms. Johnson-Callum confirmed past organizational charts

reflect the elected officials in the same format, plus Ms. Johnson-Callum noted they have organizational charts for each department reflecting individual names/positions.

Agenda Item No. 5.b. Executive Session Per Request from Commissioner Jarvis to discuss pending contract, RSA 91:A.3.II.c. & d.

Commissioner Jarvis expressed concern that her request for an Executive Session was inappropriate, but that she invited Mr. Earl Blanchard to their meeting and had requested Mr. Chanis to give him a financial needs chart. Mr. Chanis noted he was not aware he was to supply the chart at the meeting. Commissioner Barrette noted he was not expecting Mr. Blanchard today and the Board had not developed what they need. He noted, speaking from his view, many problems attributed to lack of view of where they are financially and stem from governmental accounting; the County has budgeted towards goals in the past and not reality; they have straightened their path and have people in the right positions; they have problems with the accounting system here and when it gets to the auditing stage, auditors put something in, then request them to take it out; we have not determined what we need moving forward. Commissioner Nelson indicated there is a sense they are underutilizing the BudgetSense software; they know they need help, are having troubles wrapping their arms around it and need to assess if they need a full time accountant. Commissioner Barrette pointed out the majority of the business practice is here at the nursing home ... "does the business office here need help?", they've yet to hold this conversation with Mr. Purdy. Mr. Blanchard asked if they felt the County was in a crisis mode? Commissioner Barrette noted a month prior to the end of the last fiscal year they had no idea where they were, even their accountant told them they were in the black. Mr. Chanis noted when the audit was performed certain expenses were handled in a way the County did not expect, such as the capital expenditures. Mr. Blanchard questioned if they receive quarterly updates from the auditors. Mr. Chanis confirmed, in the past, they had not, but recently received financial reports from the auditors. Mr. Blanchard stated it is their right to request their auditors to perform pre-audits. He noted he could work pro bono on a needs assessment – not looking to do this for more than a year, he has a Master in Professional Accounting, retired from Sturm Ruger in 2003 as CFO and President; but, his expertise is not in government accounting. Commissioner Nelson concurred the Board needs to perform a needs assessment, as he's not sure if they need a full time comptroller. Commissioner Barrette pointed out Mr. Chanis has a higher level of understanding where people did not have in the past; want procedures in place, regardless as to whom holds the Commissioner or Administrator position; and, he feels they are budgeting more accurately. Commissioner Nelson noted they relied on revenue projections from a contracted management company. Commissioner Jarvis indicated the Delegation is very interested in hiring someone for this type of position and would really like him to work with Mr. Chanis. Mr. Blanchard noted his preferred approach would be to work with the staff, look at the situation, then make recommendations and would want it to be positive experience, rather than adversarial. Commissioner Nelson questioned if they needed a full time comptroller? Mr. Blanchard pointed out a needs assessment would include the staffing issue. Commissioner Barrette thanked Mr. Blanchard for attending the meeting, and indicated they would be in touch.

*4:27 Mr. Blanchard left the meeting.*

## **Agenda Item No. 6. Public Participation**

Representative Converse questioned if the County had approached other counties to see if they could get residents listed on their [nursing home] waiting lists? Mr. Purdy pointed out the system within the area of each nursing home rarely has the capacity not to handle nursing home admissions. He noted he attended a County Nursing Home Affiliate meeting recently and discovered Grafton is almost full, Cheshire is not, so there are no waiting lists at those facilities. He pointed out there is a decrease in the trend of those going into nursing homes; his previous experience with those on a waiting list is that they are people who are not ready for a nursing home environment, but want to make sure there is a spot when there is a need. Mr. Purdy briefed the Board on the marketing area they cover. He confirmed their primary goal is to meet each individual resident's needs and if a resident wants to go home or to another facility they work with that goal to accommodate them.

Commissioner Nelson requested a "Thank you" letter be drafted from the Board to Dr. Schissel for his assistance through the transition from the previous S.C.H.C. Medical Director to their current Director. Mr. Purdy confirmed he would draft the letter. Commissioner Barrette suggested creating a plaque, or certificate, for Dr. Schissel to hang on his practice wall. Mr. Chanis confirmed he'd work out the details.

Commissioner Nelson requested a "Thank you" letter be drafted from the Board to Cora LeClair for filling in for the Dietary Director. Mr. Chanis and Mr. Purdy confirmed they'd create the letter.

### **Upcoming Events / Calendar**

Next regular Board meeting changed from May 6<sup>th</sup> to April 29<sup>th</sup>, to be held in Newport, as one of the Commissioners will be away.

#### FY09 Public Hearing

Commissioner Nelson requested they set the date for the Public Hearing. Ms. Johnson-Callum reminded them the Public Hearing date, per RSA's [RSA 24:23 10-20 days after MS-42 is mailed], depends on when the MS-42 form is mailed.

MS-42 Form [RSA 24:21-a.II.: ... "statement of actual expenditures and income for at least 9 months of the preceding fiscal year"]

Ms. Johnson-Callum confirmed the final date to send the MS-42 form was listed on the back of the agenda, as Wednesday 5/31.

### **Public Participation continued ...**

Representative Peter Franklin presented the Board of Commissioners with a letter dated 4/15/08 [Appendix G.1.& 2.] pertaining to overcharges from Genesis, and a copy of a 11/13/07 letter [Appendix H.1.& 2.] from Mr. Gil de Rubio to Rep. Franklin that was Cc'd to the Board.

*4:40 Ms. Johnson-Callum left the room to make copies of the documents for Mr. Chanis and Mr. Purdy. Returned at 4:45.*

Rep. Franklin discussed the letter content, conversations held with Mr. Gil de Rubio regarding invoices and why certain bills were based on a previous contract. He noted the County overpaid the Genesis contract by \$49,596.84, plus overpaid the Administrator by \$51,602, for total overpayment of \$101,199.83.

Commissioner Barrette noted, if the County is responsible for legal fees to collect this money, he wants no part of it, however, if it sets in motion Primex taking the case on their behalf, he's all for it. He does not want to spend \$200,000 to attain \$100,000, which Rep. Franklin concurred with. Rep. Franklin noted he read through the Primex liability policy and feels this is a matter they would defend, but that the County Commissioners must start this by indicating something was improperly done. He does not feel one letter from the Commissioners will attain the \$100,000 but would start discussions that will attain close to that amount. Commissioner Nelson reminded them that Genesis feels they were underpaid. Rep. Franklin noted there was only \$135,000 for whomever was filling the Administrator seat. Rep. Franklin wants copies of the invoices and pointed out the last invoice on his letter, Page 1, PO 80301, has detail that is confusing and does not make sense. He noted the County paid another \$10,000 for Courtney Marshall as there was an additional one thrown in July that no one noticed; and this is all money that should be recovered. Rep. Franklin recommended they mail a letter to Genesis to recoup the overage.

**5:00 Commissioner Barrette entertained a motion to go into Executive Session for a property/contract issue, with all in the room [Per RSA 91:A.3.II.d]. Commissioner Jarvis moved the motion. Commissioner Nelson seconded the motion. There was no discussion. A role call vote was taken. The motion carried, unanimously.**

*5:00 Those in the room included: the three Commissioners, Mr. Chanis, Mr. Franklin, Mr. Purdy, Mr. Converse and Ms. Johnson-Callum. Rep. Suzanne Gottling entered the room during this section, and was briefed by the Board on the Executive Session status. She remained in the session, also.*

**5:27 Commissioner Nelson moved to come out of Executive Session. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.**

There was no formal decision needed from discussions in Executive Session.

## **Agenda Item No. 7. Meeting Minutes Review**

### Agenda Item No. 7.c. April 1, 2008 Public Meeting Minutes

Commissioner Jarvis noted:

- Page 4 the word "weather" should be "whether" and
- clarification needs to be added to page 5 regarding her statement about the "\$3,000". She noted she was asking if Mr. Farrand had mailed letters to the nursing home resident families about their eligibility, if they received \$3,000 in social security, they were eligible for the Economic Stimulus Program.

**5:30 Commissioner Nelson moved to approve the April 1<sup>st</sup> public meeting minutes with amendments. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. Commissioner Jarvis and Barrette were in favor. Commissioner Nelson abstained, as he was not at the meeting. The vote carried with the majority.**

### Agenda Item No. 7.d. April 1, 2008 4:02 Executive Session Meetings Minutes





Sullivan County NH, Board of Commissioners Business Meeting  
2<sup>nd</sup> Revision - AGENDA

**REGULAR BUSINESS MEETING**  
**Tuesday, April 15, 2008, Time 3 PM**

Place: UNITY Complex,  
Sullivan County Health Care Facility, 5 Nursing Home Drive Unity NH

- |             |                  |           |           |  |
|-------------|------------------|-----------|-----------|--|
| <b>3:00</b> | <b>PM - 3:20</b> | <b>PM</b> | <b>1.</b> | <b>Crescent Lake Snowmobile Club Trail Improvement Request, Terry Callum</b>   |
| <b>3:20</b> | <b>PM - 3:40</b> | <b>PM</b> | <b>2.</b> | <b>D.O.C. Report</b> , Provided by Greg Chanis<br>a. Census<br>b. Physician Services Agreement   |
| <b>3:40</b> | <b>PM - 4:00</b> | <b>PM</b> | <b>3.</b> | <b>Sullivan County Health Care Administrator Report</b><br>a. Census<br>b. Staffing  |
| <b>4:00</b> | <b>PM - 4:20</b> | <b>PM</b> | <b>4.</b> | <b>Interim County Administrator Report</b><br>a. FY 09 Budget Review Update<br>b. FY 08 Potential Request For Transfers?<br>c. Unemployment Transfer Information Update (Question from Rep. Converse at 4/1/08 meeting)<br>d. Primex Property & Liability April 11, 2008 Letter, FY09 Summary and Ratification of the 5% Multi-Year Discount Program Agreement   |
| <b>4:20</b> | <b>PM - 4:40</b> | <b>PM</b> | <b>5.</b> | <b>Commissioners' Report</b><br>a. County Organizational Chart Review & Approval<br>b. Executive Session Per Request from Commissioner Jarvis to discuss pending contract, RSA 91:A.3.II.c. & d.   |
| <b>4:40</b> | <b>PM - 4:55</b> | <b>PM</b> | <b>6.</b> | <b>Public Participation</b>  |
| <b>4:55</b> | <b>PM - 5:05</b> | <b>PM</b> | <b>7.</b> | <b>Meeting Minutes Review</b><br>a. Mar. 28, 2008 Executive Session Meeting Minutes (Awaiting minutes from Clerk)<br>b. Mar. 28, 2008 - April 11 <sup>th</sup> FY 09 Budget Review Meetings with Commissioners, E.F.C. & Dept Heads (Awaiting notes)<br>c. Apr. 1, 2008 Public Meeting Minutes<br>d. Apr. 1, 2008 4:02 PM Exec. Sess. Per RSA 91.A.3.II.c. & d.<br>e. Apr. 1, 2008 4:39 PM Exec. Sess. Per RSA 91.A.3.II.c. & e.<br>f. Apr. 1, 2008 5:05 PM Exec. Sess. Per RSA 91.A.3.II.c. |
| <b>5:05</b> | <b>PM</b>        |           | <b>8.</b> | <b>Adjourn meeting.</b>  |

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



Sullivan County NH, Board of Commissioners Business Meeting  
2<sup>nd</sup> Revision - AGENDA

*Upcoming Events/Meetings:*

- **Apr. 21<sup>st</sup> Mon. Commissioners present FY09 Proposed budget to E.F.C.** With anticipated meetings, *April 21<sup>st</sup> through May 12<sup>th</sup>* – Calendar of these meetings to be set by E.F.C. Chair.
- **May 6<sup>th</sup> Tue. Next Board of Commissioners Meeting.**
  - **Time: 3 PM.** Place: Remington Woodhull County/State Complex, 14 Main Street, Newport NH - Commissioners' Conference Room.
- **May 11<sup>th</sup> – 17<sup>th</sup> National Nursing Home Week**
- **May 15<sup>th</sup> Thu. Greater Sullivan County AHRH POD Table Top Exercise.**
  - **Time: 9 AM – 1 PM.** Place: Unity – Ahern Building
- **May 31<sup>st</sup>, Wed. Final day to send our MS-42.**

*Conceptual*

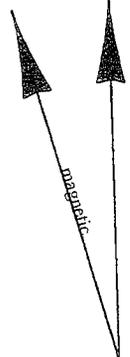


New England  
Forestry Consultants, Inc.

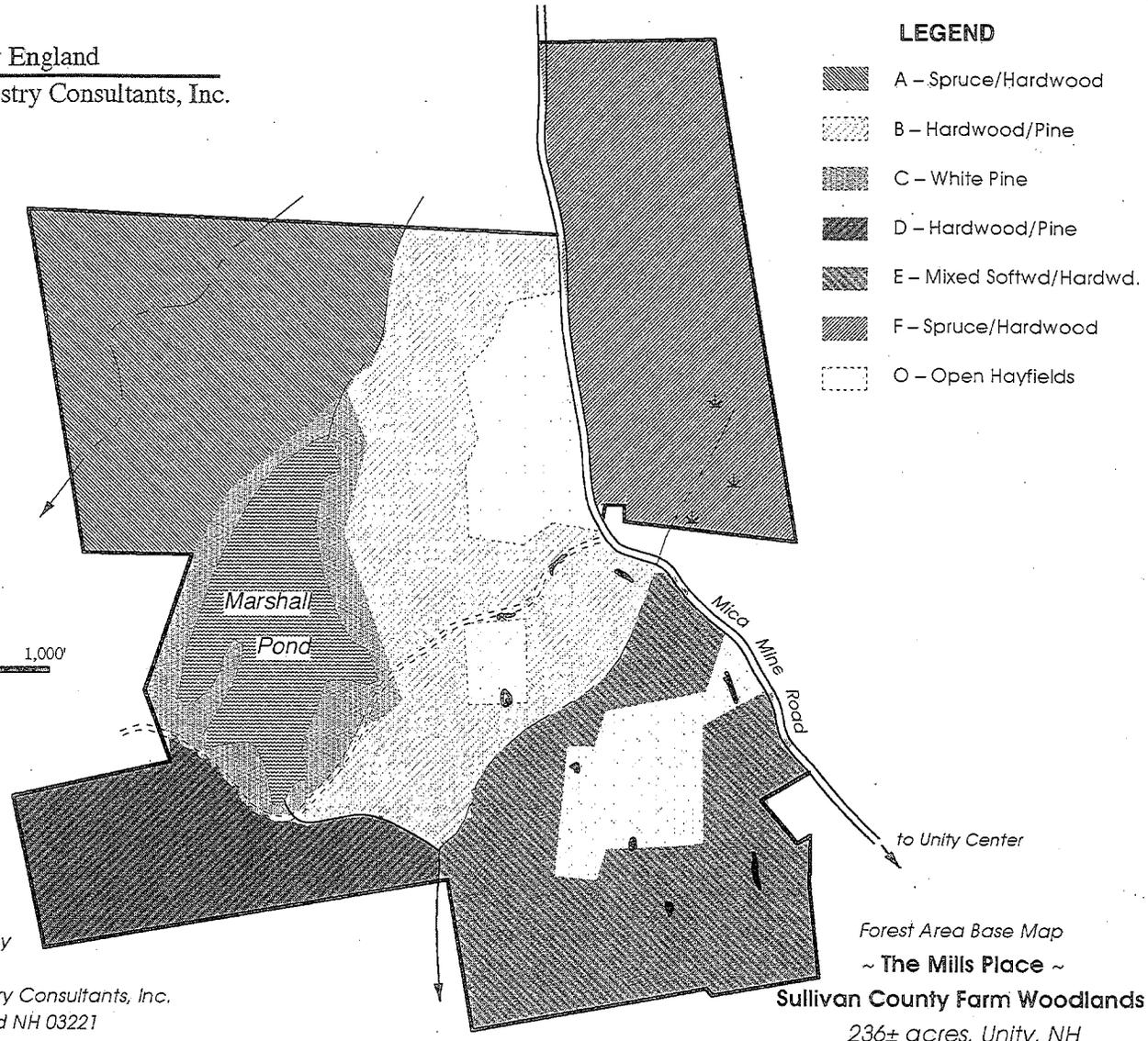
**LEGEND**

-  A - Spruce/Hardwood
-  B - Hardwood/Pine
-  C - White Pine
-  D - Hardwood/Pine
-  E - Mixed Softwd/Hardwd.
-  F - Spruce/Hardwood
-  O - Open Hayfields

N



0 500' 1,000'  
SCALE



prepared 3/31/03 by  
Brooks McCandlish  
New England Forestry Consultants, Inc.  
PO Box 112, Bradford NH 03221

Forest Area Base Map  
~ The Mills Place ~  
Sullivan County Farm Woodlands  
236± acres, Unity, NH

JIM KENYON

## CREATIVE CORRECTIONS

Sometimes having a county government that is — for all practical purposes — financially tapped out can be a good thing. It forces those working on the public's behalf to identify priorities and, most importantly, use their imaginations when confronted with challenging problems.



When Ross Cunningham took over as superintendent of Sullivan County's Department of Corrections last August, he was handed plans for a new jail in Unity to replace the one built 30 years ago for 44 inmates, but which now regularly houses twice that many. As much as Cunningham would have liked new digs for

inmates and the jail's staff, he knew Sullivan's legislative delegation, which has the final say on construction projects, would never approve the project. Not with a price tag of \$45 million, anyway.

Sullivan County simply doesn't have that kind of money. Residents in working-class communities like Claremont and Newport are already struggling to pay their property tax bills as it is.

But a small piece of the proposed project caught Cunningham's eye.

Inside the \$45 million plan was a \$4.3 million allotment for something called a Community Corrections Center to be located in a building that looks more like a college dormitory than part of a county jail complex. Rehabilitation rather than punishment would be the center's focus, a foreign concept in New Hampshire, where in recent years the prison population has grown at a rate second only to Kentucky's.

The idea behind the center is to create an environment that helps inmates, both men and women, kick their drug and alcohol habits. Roughly 80 percent of New Hampshire's inmates are substance-abusers. If not serving time for drug convictions, they likely were caught doing something illegal to support their habits, or committed a crime while under the influence.

For way too long, New Hampshire has treated its jails as warehouses. Judges sentence offenders to treatment all the time. But there are only four nonprofit rehabilitation options in the state. Offenders spend months in jail — at a cost of \$64 a day to taxpayers — waiting for a vacancy.

Here's where Cunningham got creative: Instead of pushing for a new jail the county could not afford, he proposed just building the Community Corrections Center.

Cunningham, who has worked in New Hampshire's Department of Corrections for 18 years, didn't have to sell John Gramuglia on the idea. Gramuglia, a substance abuse counselor, is the Sullivan County jail's director of programming. He realizes that New Hampshire's jails have revolving doors, with about seven of every 10 inmates having done time more than once, many starting in their early 20s.

Most of the people they know are the ones they meet behind bars. In fact, jails have become fraternities, so much so that inmates have their own name for the state's Department of Corrections. They call it the Department of Connections. "It's like an alumni club," said Gramuglia. "The fear of incarceration doesn't exist any more."

Although community corrections centers have caught on in other states, Sullivan County would be home to New Hampshire's first. In February, Grafton County's legislative delegation approved spending \$40 million in taxpayer money to build a new jail. The plan includes space and resources dedicated to helping inmates with their substance abuse problems. Still it doesn't go nearly as far as Sullivan County's proposal, where inmates would undergo 75 to 90 days of intensive treatment and counseling in their own dormitory. Along with the bricks and mortar, Cunningham is seeking money to hire two additional substance abuse clinicians and a mental health counselor.

Inmates would be up at 6 in the morning, making beds and ironing clothes before heading off to therapy. "The public wants to be tough on crime," Cunningham told me. "The program we're proposing would be tougher than anything (offenders) are going through now. The hardest thing for any offender to do is face their addiction."

Upon completing their programs, inmates could return to court to ask for early release. "We want them to earn their way out, not just be in here doing time," said Cunningham.

The Community Corrections Center proposal already has the support of Sullivan County's judges. So far, feedback has been so positive that Cunningham is considering expanding the number of proposed beds from 43 to 68, which would increase the cost to \$5.6 million. He's also asking for an additional \$1.5 million to make safety improvements, including a sprinkler system, at the old jail.

Last Monday, Cunningham and Gramuglia drove to Newport for an 8 a.m. meeting with the Newport Revitalization Committee. Along with selling politicians on the plan, they are mustering public support. Their presentation included photographs of what the proposed dormitory-style corrections center would look like. Jim Lantz, a Newport jeweler and school board member, was the first in the audience to speak up.

"There's no fence?" he asked.

"No fence," Cunningham replied.

"I'm so delighted you're going in this direction," Lantz said, "rather than building high fences and concrete cells."

The Sullivan legislative delegation is expected to vote on the project this summer. I only hope lawmakers can be as creative as the guy running their jail.

*Jim Kenyon can be reached at [Jim.Kenyon@valley.net](mailto:Jim.Kenyon@valley.net)*

APPENDIX C.1.

MARCH 2008

MEDICARE							
	MARCH 2007 COMPARE	MARCH 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	539	17	350	11	589	19	-239
REVENUE	\$193,814.23		\$179,086.52		\$244,435.00		-\$65,348.48
AVERAGE RATE PER DAY	\$359.58		\$511.68		\$415.00		\$96.68

PRIVATE							
	MARCH 2007 COMPARE	MARCH AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	567	18	651	21	620	20	31
REVENUE	\$111,495.00		\$128,235.00		\$120,900.00		\$7,335.00
AVERAGE RATE PER DAY	\$196.64		\$196.98		\$195.00		\$1.98

MEDICAID							
	MARCH 2007 COMPARE	MARCH 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	3,426	111	3,127	101	3,503	113	-376
REVENUE	\$508,327.11		\$471,895.57		\$519,915.26		-\$48,019.69
AVERAGE RATE PER DAY	\$148.37		\$150.91		\$148.42		\$2.49

HCBC (RESPITE)							
	MARCH 2007 COMPARE	MARCH 07 AVG. CENSUS	ACTUAL	AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	15	.5	0	0	31	1	-31
REVENUE	\$2,260.80		\$0.00		\$4,672.32		-\$4,672.32
AVERAGE RATE PER DAY	\$150.72		\$0.00		\$150.72		-\$150.72

*Handwritten mark*

## APPENDIX C. 2.

Note: This report includes only the selection criteria listed below.  
 Effective Date: From 03/01/2008 Thru 03/31/2008

**Summary Admission / Discharge List**

Sullivan County Health Care (SC)

Page 1 of 1  
 4/14/2008 10:35AM  
 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
MCD	Assisted Living	1	
	Expired		3
	Home		1
	Hospital	2	2
	<i>Subtotal</i>	<u>3</u>	<u>6</u>
MRA	Home	1	1
	Hospital	8	3
	<i>Subtotal</i>	<u>9</u>	<u>4</u>
PVT	Assisted Living	1	
	Expired		1
	<i>Subtotal</i>	<u>1</u>	<u>1</u>
<i>Total</i>		<u>13</u>	<u>11</u>

APPENDIX C.3.

Note: This report includes only the selection criteria listed below.  
 Effective Date: From 03/01/2008 Thru 03/31/2008

**Summary Admission / Discharge List Totals**

Sullivan County Health Care (SC)

Page 1 of 1  
 4/14/2008 3:18PM  
 RI6300C

<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Assisted Living	2	
Expired		4
Home	1	2
Hospital	10	5
<i>Total</i>	<u>13</u>	<u>11</u>

## APPENDIX C.4.

Note: This report includes only the selection criteria listed below.  
 Effective Date: From 07/01/2007 Thru 03/31/2008

**Summary Admission / Discharge List**

Sullivan County Health Care (SC)

Page 1 of 1  
 4/14/2008 11:26AM  
 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
HCB	Home	<u>2</u>	<u>2</u>
	<i>Subtotal</i>	<u>2</u>	<u>2</u>
INS	Unknown	<u>1</u>	<u>    </u>
	<i>Subtotal</i>	<u>1</u>	<u>    </u>
MCD	Unknown	2	
	FH		1
	Assisted Living	3	
	Expired		27
	Home	3	2
	Hospital	7	23
	Nursing Home	<u>2</u>	<u>2</u>
	<i>Subtotal</i>	<u>17</u>	<u>55</u>
MCP	Unknown	1	
	Assisted Living	1	
	Expired		1
	Hospital		<u>1</u>
	<i>Subtotal</i>	<u>2</u>	<u>2</u>
MRA	Unknown	8	
	HS	2	
	Assisted Living		1
	Expired		5
	Home	3	18
	Hospital	59	9
	Nursing Home	<u>1</u>	<u>1</u>
	<i>Subtotal</i>	<u>73</u>	<u>34</u>
PVT	Unknown	4	
	Assisted Living	3	2
	Expired		6
	Home	4	9
	Hospital	3	2
	Nursing Home	<u>1</u>	<u>    </u>
	<i>Subtotal</i>	<u>15</u>	<u>19</u>
	<i>Total</i>	<u>110</u>	<u>112</u>

APPENDIX C.5.

Note: This report includes only the selection criteria listed below.  
 Effective Date: From 07/01/2007 Thru 03/31/2008

**Summary Admission / Discharge List Totals**

Sullivan County Health Care (SC)

Page 1 of 1  
 4/14/2008 11:26AM  
 RI6300C

<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Unknown	16	
FH		1
HS	2	
Assisted Living	7	3
Expired		39
Home	12	31
Hospital	69	35
Nursing Home	4	3
<i>Total</i>	<u>110</u>	<u>112</u>

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

	Mar 2008	Feb 2008	Jan 2008	Dec 2007	Nov 2007	Oct 2007	Sep 2007	Aug 2007	Jul 2007	Jun 2007	May 2007	Apr 2007	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	13	10	15	11	16	17	10	12	6	7	13	13	143	38
MCR # Admits & Readmits	9	6	11	7	10	13	5	7	5	6	8	10	97	26
MCR # Discharges from facility	4	2	6	4	5	8	1	1	2	7	7	5	52	12
MCR Discharged LOS	24.3	37.5	21.5	31.8	11.4	24.1	18.0	1.0	25.0	37.9	29.7	32.8	26.5	25.1
MCR # End or A/R Change	2	4	8	5	4	3	3	4	3	1	8	3	48	14
MCR End or A/R Change LOS	56.5	55.5	76.5	69.8	45.0	100.0	63.3	35.5	90.0	14.0	61.3	86.7	65.5	67.6
<b>Total Average MCR LOS</b>	<b>35.0</b>	<b>49.5</b>	<b>52.9</b>	<b>52.9</b>	<b>26.3</b>	<b>44.8</b>	<b>52.0</b>	<b>28.6</b>	<b>64.0</b>	<b>34.9</b>	<b>47.7</b>	<b>53.0</b>	<b>45.4</b>	<b>48.0</b>
Total MCR Days	350	341	390	485	491	461	315	235	283	221	349	338	4259	1081
Rehab RUGs	324	276	278	400	425	384	243	131	211	168	324	225	3389	878
% of Total MCR Days	93%	81%	71%	83%	87%	83%	77%	56%	75%	76%	93%	67%	80%	81%
Non-Rehab RUGs	26	65	112	83	66	77	72	104	72	53	25	112	867	203
% of Total MCR Days	7%	19%	29%	17%	13%	17%	23%	44%	25%	24%	7%	33%	20%	19%
Default Days												1	1	
% of Total MCR Days														
A ADL (low dependency)	92	64	74	99	77	152	112	117	50	21	56	106	1020	230
% of Total MCR Days	26%	19%	19%	20%	16%	33%	36%	50%	18%	10%	16%	31%	24%	21%
B ADL (medium dependency)	64	78	126	176	220	132	82	12	98	130	139	66	1323	268
% of Total MCR Days	18%	23%	32%	36%	45%	29%	26%	5%	35%	59%	40%	20%	31%	25%
C ADL (high dependency)	194	199	190	208	194	177	121	106	135	70	154	165	1913	583
% of Total MCR Days	55%	58%	49%	43%	40%	38%	38%	45%	48%	32%	44%	49%	45%	54%
Medicare Net Revenue	\$ 179,087	\$ 170,219	\$ 172,765	\$ 217,396	\$ 227,597	\$ 215,021	\$ 132,426	\$ 80,257	\$ 115,581	\$ 97,204	\$ 165,122	\$ 134,781	\$ 1,907,456	\$ 522,071

APPENDIX C.7.  
Sullivan County Nursing Home  
Quarterly Resident Census

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		CARE		DAYS		FILLED	
Jul-07	4836	3374	80.70%	524	12.53%	283	6.77%	0	0.00%	0	0.00%	0	0.00%	4181	86.46%
Aug-07	4836	3296	82.38%	467	11.67%	235	5.87%	3	0.07%	0	0.00%	0	0.00%	4001	82.73%
Sep-07	4680	3153	79.02%	498	12.48%	336	8.42%	3	0.08%	0	0.00%	0	0.00%	3990	85.26%
<b>1ST QUARTER</b>	<b>14,352</b>	<b>9,823</b>	<b>80.70%</b>	<b>1,489</b>	<b>12.23%</b>	<b>854</b>	<b>7.02%</b>	<b>6</b>	<b>0.05%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>12,172</b>	<b>84.82%</b>
Oct-07	4836	3205	75.18%	575	13.49%	461	10.81%	9	0.21%	13	0.30%	0	0.00%	4263	88.15%
Nov-07	4680	2961	75.15%	485	12.31%	491	12.46%	0	0.00%	0	0.00%	3	0.08%	3940	84.19%
Dec-07	4836	3107	75.97%	500	12.22%	483	11.81%	0	0.00%	0	0.00%	0	0.00%	4090	84.57%
<b>2ND QUARTER</b>	<b>14,352</b>	<b>9,273</b>	<b>75.43%</b>	<b>1,560</b>	<b>12.67%</b>	<b>1435</b>	<b>11.70%</b>	<b>9</b>	<b>0.07%</b>	<b>13</b>	<b>0.10%</b>	<b>3</b>	<b>0.03%</b>	<b>12,293</b>	<b>85.64%</b>
Jan-08	4836	3161	76.48%	582	14.08%	390	9.44%	0	0.00%	0	0.00%	0	0.00%	4133	85.46%
Feb-08	4524	2943	76.01%	588	15.19%	341	8.81%	0	0.00%	0	0.00%	0	0.00%	3872	85.59%
Mar-08	4836	3127	75.75%	651	15.77%	350	8.48%	0	0.00%	0	0.00%	0	0.00%	4128	85.36%
<b>3RD QUARTER</b>	<b>14,196</b>	<b>9,231</b>	<b>76.08%</b>	<b>1,821</b>	<b>15.01%</b>	<b>1081</b>	<b>8.91%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>12,133</b>	<b>85.47%</b>
Apr-08	4680	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	0.00%
May-08	4836	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	0.00%
Jun-08	4680	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	0.00%
<b>4TH QUARTER</b>	<b>14,196</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>0.00%</b>
<b>FY '08 TOTAL</b>	<b>57,096</b>	<b>28,327</b>	<b>50%</b>	<b>4,870</b>	<b>8.53%</b>	<b>3,370</b>	<b>5.90%</b>	<b>15</b>	<b>0.03%</b>	<b>13</b>	<b>0.02%</b>	<b>3</b>	<b>0.01%</b>	<b>36,598</b>	<b>64.10%</b>

RESIDENT CENSUS - FY 07

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		PRIVATE		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		RESPITE		DAYS		FILLED	
1ST QUARTER	14,352	10,559	77.71%	1,938	14.27%	966	7.11%	124	0.91%	0	0.00%	0	0.00%	13,587	94.68%
2ND QUARTER	14,352	10,586	77.02%	1,765	12.83%	1347	9.80%	50	0.36%	0	0.00%	21	0.15%	13,748	95.79%
3RD QUARTER	14,040	10,179	75.89%	1,532	11.46%	1666	12.48%	22	0.17%	0	0.00%	7	0.05%	13,399	95.42%
4TH QUARTER	14,196	10,570	79.34%	1,757	13.21%	908	6.79%	57	0.42%	32	0.25%	5	0.04%	13,324	93.83%
<b>FY '07 TOTAL</b>	<b>56,940</b>	<b>41,894</b>	<b>74.00%</b>	<b>6,992</b>	<b>12.28%</b>	<b>4887</b>	<b>8.58%</b>	<b>253</b>	<b>0.44%</b>	<b>32</b>	<b>0.06%</b>	<b>33</b>	<b>0.06%</b>	<b>54,058</b>	<b>94.94%</b>



APPENDIX E.1.

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: SCHC

DATE: 4/14/2008

Account description	Account Number	Transfer From (Debit)	Transfer To (Credit)	Purpose of Transfer
1 Group Health Ins (Diet)	40.530.11012	22,000		
Overtime (Diet)	40.530.10008		22,000	To cover projected expenses
2 Group Health Ins (Diet)	40.530.11012	1,200		
Unemployment Comp (Diet)	40.530.11015		1,200	To cover projected expenses
3 Group Health Ins (Diet)	40.530.11012	53,000		
Food	40.530.14042		53,000	To cover projected expenses
4				
5 Group Health Ins (Nurs)	40.540.11012	2,500		
Unemployment Comp (Nurs)	40.540.11015		2,500	To cover projected expenses
6 Group Health Ins (Nurs)	40.540.11012	7,500		
Contract Services (Nurs)	40.540.12029		7,500	To cover projected expenses
7				
8 ET Buy Back (Rec)	40.593.10007	250		
Unemployment Comp (Rec)	40.593.11015		250	To cover projected expenses
9				
10 Group Health Ins (SocServ)	40.594.11012	8,000		
Contract Serv (SocServ)	40.594.12029		8,000	To cover projected expenses

\_\_\_\_\_  
Dept. Head / Date

\_\_\_\_\_  
Interim County Manager / Date (when applicable)

\_\_\_\_\_  
Commissioner Chair / Date

\_\_\_\_\_  
Executive Finance Committee Chair / Date

APPENDIX E.2.

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: SCHC

DATE: 4/14/2008

Account description	Account Number	Transfer From (Debit)	Transfer To (Credit)	Purpose of Transfer
1 ET Buy Back	40.492.10007	1,775		
Overtime (Marketing)	40.492.10008		1,775	To cover projected expenses
2 Marketing Salaries	40.492.10001	225		
Overtime (Marketing)	40.492.10008		225	To cover projected expenses
3 Retirement	40.492.11013	825		
Worker Comp	40.492.11014		825	To cover projected expenses
4 Retirement	40.492.11013	75		
Unemployment Comp	40.492.11015		75	To cover projected expenses
5				
6 Contract Serv. (Admin)	40.500.12029	160		
ET Buy Back (Admin)	40.500.10007		160	To cover projected expenses
7 Contract Serv. (Admin)	40.500.12029	1,296		
Equip Rental (Admin)	40.500.12030		1,296	To cover projected expenses
8 Contract Serv. (Admin)	40.500.12029	300		
Gen Supplies (Admin)	40.500.13032		300	To cover projected expenses
9 Contract Serv. (Admin)	40.500.12029	5,020		
Office Supplies (Admin)	40.500.13036		5,020	To cover projected expenses
10 Contract Serv. (Admin)	40.500.12029	7,000		
Due, Lic, Subcrip.	40.500.13037		7,000	To cover projected expenses

\_\_\_\_\_  
Dept. Head / Date

\_\_\_\_\_  
Interim County Manager / Date (when applicable)

\_\_\_\_\_  
Commissioner Chair / Date

\_\_\_\_\_  
Executive Finance Committee Chair / Date



5% MULTI-YEAR DISCOUNT PROGRAM AGREEMENT

Bow Brook Place
46 Donovan Street
Concord, NH 03301-2624
www.nhprimex.org

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

WC Claims Fax
(603) 228-3833

Coverage Programs/
Education & Training Fax
(603) 228-3905

Risk Management and
Member Services
(603) 228-0650

Finance & Administration,
Health, and Information
Technology
(603) 226-6903

Primex3 is offering participants in our Property and Liability program an opportunity for continued discounts through multi-year agreements. By signing this Agreement, you agree to extend your Membership Agreement for one (1) year and Primex3 agrees to discount your calculated member contribution by five percent (5%) for that year.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex3 programs and realize immediate savings. The discount received is conditioned upon a one (1) year commitment to extend membership in the Primex3 pool.

If you have any questions about this or any other aspect of your Primex3 membership, please call me or a member of our Finance and Administration Team at 1-800-698-2364.

Sincerely,

Carl Weber
Director of Member Services

5% MULTI-YEAR DISCOUNT PROGRAM AGREEMENT

THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT
PLEASE READ CAREFULLY

By signing this Agreement, the Sullivan County agrees to participate in the Primex3 Property and Liability program for one (1) year through July 1, 2011. It is further understood that the five percent (5%) discount is not a rate guarantee and instead the discount will be applied to the calculated annual member contribution based upon the member's exposure base, members' loss experience and the rates established each year by the Primex3 Board of Trustees.

The Sullivan County further acknowledges that by extending its Membership Agreement for one (1) year, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") applies for the end of the one (1) year extension. The Sullivan County agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal and continuation in the Primex3 pool.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the Sullivan County with legal authority to contractually bind the Sullivan County to the terms of this Agreement, and that I understand the commitment being made to our membership in the Primex3 pool.

Handwritten signature of Greg Chanis
Authorized Representative
of Governing Body

Print Name : Greg Chanis

4/14/08
Date
Title: Interim
County Administrator

Sullivan County
14 Main Street
Newport, NH 03773

Sullivan County
Member #606

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

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

www.nhprimex.org

Fax Numbers

Claims  
(603) 228-3833

Coverage Programs/  
Education & Training  
(603) 228-3905

Primex<sup>3</sup> Health/  
Finance & Administration  
(603) 226-6903

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

APR 14 08 AM 10:24

April 11, 2008

Property & Liability Member Contribution Summary  
July 1, 2008 – July 1, 2009  
FINAL CONTRIBUTION

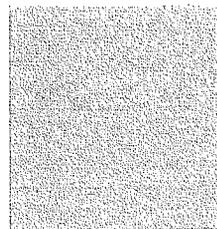
Dear Valued Member:

Last month, we announced that the original Member Contribution Summary you received in the Fall should now be considered a Not-To-Exceed (NTE) amount. Your final contribution has not exceeded this figure and is enclosed for your review. In providing information earlier than in previous years, this additional time has presented us an opportunity to further refine our model and sharpen its underwriting assumptions.

Primex<sup>3</sup> is pleased to announce some changes as well as additional performance based initiatives to the 2008-2009 Property & Liability Program based on your feedback.

You spoke. We listened.

- **Lowering Costs:** Primex<sup>3</sup> is diligently pushing down administrative costs, renegotiating with our contractual providers, and continuing our partnership with you to drive down the cost of claims through "Awareness, Action, and Accountability".
- **Performance Adjustments:** Performance matters. A member who performs better is rewarded with performance based adjustments. *The better the performance, the greater the adjustment.*
- **Program Enhancements:** *Liability increased to \$5 Million per occurrence* for all members. SAU offices have separate limits of \$1 Million per occurrence. **Crime Coverage has increased limits to \$500,000.** The newly added **Volunteer Medical Accident Coverage is \$10,000 per accident.** Your contribution covers everything including building appraisals, loss prevention, education, and training. **There are no additional or hidden costs.** Primex<sup>3</sup> offers the best coverage to meet your needs. Simply put, *"If you own it, it's covered."*
- **Claims and Risk Management:** In-house employees handle all aspects of administration. A team of highly qualified pooling professionals with many years of experience manage your program. They know property and liability pooling and how local government and schools work in New Hampshire, and they *understand the specialized needs of members.* Members receive **extensive, cutting edge risk management assistance and training, either on site or at our facility.**
- **Stability and Predictability:** As part of our continued pursuit of fair, stable, and predictable contributions, your loss ratio factor has moved from a three year ratio to a four year ratio for the period of 7/1/2003 to



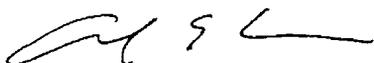
APPENDIX F.3.

6/30/2007. Adding this fourth year brings us one step closer to the goal of having a five year loss ratio.

As previously mentioned, July renewals in our Property & Liability Program will now follow a new timeline that will include NTE contributions. To assist with members' budgetary needs, members will now receive NTE Contribution Summaries by November 20<sup>th</sup> each year. The final contributions for the upcoming year will not exceed the amount stated in November, but will be revisited and reduced if warranted and *Final Member Contribution Summaries will be issued by April 15<sup>th</sup> of the following year.*

I invite you to contact me or your Member Services Team with questions at 1-800-698-2364. We would be happy to talk with you or arrange for you to discuss your risk management performance with our experts.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Weber', with a long horizontal flourish extending to the right.

Carl E. Weber  
Director of Member Services





APPENDIX G.1.  
*State of New Hampshire*

HOUSE OF REPRESENTATIVES

CONCORD

April 15, 2008

Sullivan County Commissioners  
 14 Main Street  
 Newport, NH 03773

Dear Commissioners,

We are writing to urge you to write to Genesis in order to recover overpayments made to them during the last year they were under contract. Around **November, 2006**, Mr. Gil de Rubio was asked for information concerning nursing home administrator payments and Genesis contract payments. He sent a response on **November 13, 2007** that is attached. The color-coded reports that he sent are also attached.

Part 1. lists nursing home administrator payments (salary and benefits combined) for FY'07 and FY'08.

Part 2. lists the management contract payments for FY'07 and FY'08. Each part calculates the overpayments made to Genesis.

**1. Nursing Home Administrator Payments for FY'07 and FY'08**

<u>Date</u>	<u>PO#</u>	<u>Check#</u>	<u>Amount</u>	<u>Purpose</u>
8-24-06	70659	34371	\$8,671.51	July Administrator's compensation
9-27-06	71016	34723	9,497.45	August
11-14-06	71643	35278	8,671.55	September
11-21-06	71742	35383	21,860.67	Oct. Administrator's (singular) compensation
12-21-06	72080	35712	<u>22,703.21</u>	Nov. Administrator's (singular) compensation
	SUBTOTAL	FY'07	\$71,404.39	
6-19-07	74403	37810	40,610.48	Administrator's compensation
7-30-07	80301	38288	69,588.12	Final FY'07 Administrator's payment
	Total		\$181,602.99	Amount actually spent
	Less		<u>-130,000.00</u>	Amount budgeted
			<b>\$51,602.99</b>	<b>Amount overpaid for Administrator</b>

April 15, 2008  
 Page 2  
 Sullivan County Commissioners

**2. Genesis Contract Payments:** A fixed management fee of \$16,666.00 per month was paid from July through December, 2006. The purchase order numbers are 70588, 70688, 71046, 71439, 71778, 72130.  $6 \times 16,666.00 = \$99,996.00$

A management fee for January, 2007 through April, 2007 was paid on 6-5-07. The purchase order number is 74204.  $\$275,004.00$

A fixed management fee for July, 2007 was paid on 8-17-07. The purchase order was 80546.

	\$12,096.84	
Total	\$387,096.84	Amount actually spent
Less Budget	<u>-337,500.00</u>	Amount budgeted
	<b>\$49,596.84</b>	<b>Amount overpaid for Genesis Contract</b>
	<u><b>+51,602.00</b></u>	<b>Amount overpaid for Administrator</b>
	<b>\$101,199.83</b>	<b>TOTAL OVERPAYMENT</b>

An informal discussion with Primex indicated that the initial contact with Genesis must come from the County Commissioners. The recovery of funds as listed in this letter would reduce the deficit that we continue to face. We urge you to begin the process for the benefit of all our County taxpayers.

Sincerely,

\_\_\_\_\_  
 Representative John Cloutier

\_\_\_\_\_  
 Representative Arthur Jillette

\_\_\_\_\_  
 Representative Larry Converse

\_\_\_\_\_  
 Representative Ellen Nielsen

\_\_\_\_\_  
 Representative Tom Donovan

\_\_\_\_\_  
 Representative Carla Skinder

\_\_\_\_\_  
 Representative Peter Franklin

\_\_\_\_\_  
 Representative Suzanne Gottling



# SULLIVAN COUNTY

*Serving the communities of:*

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

**Commissioners Office**  
14 Main Street  
Newport, NH 03773  
Tel. (603) 863-2560  
Fax. (603) 863-9314  
E-mail: [commissioners@sullivancountynh.gov](mailto:commissioners@sullivancountynh.gov)

**County Manager**  
14 Main Street  
Newport, NH 03773  
Tel. (603) 863-2560  
Fax. (603) 863-9314  
E-mail: [manager@sullivancountynh.gov](mailto:manager@sullivancountynh.gov)

**Dept. of Corrections**  
103 County Farm Rd.  
Claremont, NH 03743  
Tel. (603) 542-8717  
Fax. (603) 542-4311  
E-mail: [doc@sullivancountynh.gov](mailto:doc@sullivancountynh.gov)

**Facilities & Operations Dept.**  
5 Nursing Home Dr.  
Claremont, NH 03743  
Tel. (603) 542-9511 Ext 230  
Fax. (603) 542-2829  
E-mail: [facilities@sullivancountynh.gov](mailto:facilities@sullivancountynh.gov)

**Human Resources**  
5 Nursing Home Dr.  
Claremont, NH 03743  
Tel. (603) 542-9511 Ext. 286  
Fax. (603) 542-9214  
E-mail: [humanresources@sullivancountynh.gov](mailto:humanresources@sullivancountynh.gov)

**Human Services**  
5 Nursing Home Dr.  
Claremont, NH 03743  
Tel. (603) 542-9511 Ext 210  
Fax. (603) 542-9214  
E-mail: [humanservices@sullivancountynh.gov](mailto:humanservices@sullivancountynh.gov)

**Sullivan County Health Care**  
5 Nursing Home Dr.  
Claremont, NH 03743  
Tel. (603) 542-9511  
Fax. (603) 542-9214  
E-mail: [nursinghome@sullivancountynh.gov](mailto:nursinghome@sullivancountynh.gov)

Date: Wednesday, November 13, 2007

To: Rep. Peter Franklin

From: Ed Gil de Rubio, County Manager 

CC: Board of Commissioners

Re: November 5, 2007 Request

Attached you will find a response to your November 5, 2007 request:

*"This letter requests follow-up information based upon your response concerning Genesis"*

1. *"Do these reports show everything that was paid to Genesis for the Contract and Administrators during the period from July 1, 2006 to the present?" Yes and no, not to the present date since you requested a particular date range. Attached you will find a vendor maintenance listing of all the "Genesis" vendors in our system for both FY07 and FY08. The only vendor that has the Contract and Administrators would be the vendor labeled "Genesis Eldercare Attn: John McGarrigle". You received the entire detailed "Purchase order Pay History and Encumbrance for 2006-2007 for this vendor on your November 2, 2007 request which you have acknowledged you did receive. I have copied this 7-page report again, and have color coded for Admin, Management and Miscellaneous. The time frame would be of course, a fiscal year, 7/1/06-6/30/07. Therefore, I created and attached the very same report, color-coded, for the fiscal year 7/1/07-6/30/08 for the very same Genesis vendor. I hope this helps to answer your question, and I hope you find suitable.*
2. *"What is the total amount paid to Genesis for the contract chargeable to FY07?" This would be on your first report, Fiscal year 2006-2007, color code of yellow for Management, a total of \$400,750.51*
3. *"What is the total amount paid to Genesis for Nursing Home Administrators chargeable to FY07?" This would be on your first*

report, fiscal year 2006-2007, color code of peach for Admin, a total of \$112,014.87.

4. *"Why is the payment for the Genesis contract billed as a "Fixed Management Fee" which was increased late in the fiscal year? Why was the agreement with Genesis calling for a monthly payment based on Revenue not adhered to?"* It was decided to bill on a monthly fixed fee and then have a "true-up" billing that involved the agreed revenue categories at the end of the year. The reason for this approach was because Genesis was billing the County at the beginning of the year at the previous year's rate. Ray Thivierage and I did not want a huge bill at the end of the year so we negotiated the increased fixed amount with a "true-up" to finish out the fiscal year."
5. *"What would have been the monthly payments to Genesis based on the contract? Please show the calculation for each month was made."* See attachment. Please note there was a \$450,000 cap.