

Sullivan County NH

Type of meeting: Board of Commissioners, Special Work Sessions to review the FY '09 Proposed Budget and Other County Business

Dates: March 28th through April 24th

Place: Remington Woodhull County Complex – 14 Main Street Newport NH, Commissioners' Conference Room

See Appendix A for scheduled meetings between Commissioners and Department Head / Elected Officials to review the Department Head's FY 09 proposed County budget from March 28th, 2008 through April 11th, 2008. During these meetings all three Commissioners were present, as well as Interim County Administrator Greg Chanis, and the various department heads.

See Appendix B.1. & 2. listing the County grant applicant interviews that occurred April 7th from 8:30 AM – 2:45 PM.

At the April 4, 2008 work session, during the review of the Sullivan County Health Care budget it was brought to the Board's attention a salary increase was provided to one employee during FY 2008, approved by the previous County Manager and the temporary SCHC Administrator at that time. After discussion, the Board decided they would like to review all salary increases. Mr. Chanis noted a situation could come up where an employee resigns during the year, and the new person hired may have more experience, allowing the new hire to be paid more than the previous person holding that position. After discussion, the Board came to a general consensus that as long as the pay was within the minimum and maximum of that position's grade pay, that situation was acceptable.

Date: 4/4/08. Time: Unsure. Motion made: that the Board of Commissioners has final authority on increases in salaries. Motion made by Commissioner Nelson and seconded by Commissioner Jarvis. A roll call vote was taken and carried unanimously.

The following are additional work sessions scheduled after the Board's initial meeting with the department heads:

- April 21st, Monday 3 PM – This was scheduled as a meeting to decide on final budget numbers for each department.
- April 24th, Thursday 8 AM – 10 AM. This meeting was scheduled to meet with the DOC Superintendent (who was on vacation during April 21st). See attached Appendix C., a letter that was sent to the Board of Commissioners from the Superintendent, recapping the budget discussions/changes they decided during the April 24th meeting.

Respectfully submitted,

Ethel Jarvis
Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j-c.

Date signed: 5-27-08

Appendix A

SULLIVAN COUNTY NH**Board of Commissioners' - FY09 Budget Review Schedule (4th Revision)****Place: Newport – 14 Main Street, Commissioners' Conference Rm.**

Date / Department	Time of Day	
Mar 28 – Friday		
Sheriff's Office	Michael Prozzo – County Sheriff	8:30 a.m. – 9:00 a.m.
Cooperative Extension	Seth Wilner – Educator / Co. O.M.	9:00 a.m. – 9:30 p.m.
County Auditors	Greg Chanis – Interim County Administrator	9:30 a.m. – 10:00 a.m.
Interim County Manager	Greg Chanis – Interim County Administrator	10:00 a.m. – 10:15 a.m.
Court House	Greg Chanis – Interim County Administrator	10:15 a.m. – 10:30 a.m.
Woodhull County Complex	Greg Chanis – Interim County Administrator	10:30 a.m. – 11:00 a.m.
County Attorney	Marc Hathaway – Attorney	11:00 a.m. – 11:30 a.m.
Emergency Reserve	Greg Chanis / Commissioners	11:30 a.m. – 12:00 p.m.
LUNCH		12 Noon – 1:00 p.m.
Conservation District	Jan Heighes – District Manager	1:00 p.m. – 1:30 p.m.
Commissioners	Greg Chanis – Interim County Administrator	1:30 p.m. – 2:00 p.m.
Mar 31 – Monday		
<i>Vendor Presentations & Department Reviews continued...</i>		
NH LCG / Health Trust	Dana Conrad, Account Representative	8:30 a.m. – 9:00 a.m.
NH Primex	Nick Manolis and Dave Witham	9:00 a.m. – 9:30 a.m.
Davis & Towle	Chip and Adria Cilley	9:45 a.m. – 10:15 a.m.
LUNCH		12 Noon – 1:00 p.m.
Facilities & Operations	Greg Chanis – Facilities Director	1:00 p.m. – 2:00 p.m.
Human Resources	Peter Farrand – Director	2:00 p.m. – 2:30 p.m.
Payroll	Janice Bryk – Clerk I	2:30 p.m. – 3:30 p.m.
Victim Witness Program	Cindy Vezina - Coordinator	3:30 p.m. – 4:00 p.m.
Apr 4 – Friday		
Dept. of Corrections	Ross Cunningham – Superintendent	8:30 a.m. – 10:00 a.m.
Health Care	Ted Purdy – Administrator	10:00 a.m. – 4:00 p.m.
Apr 7 – Monday		
(10.861) County Grants	All Day – Applicant Interviews	(See Appendix B)
Apr 11 – Friday		
Registry of Deeds	Sharron King - Registrar	8:30 a.m. – 9:15 a.m.
County Attorney	Marc Hathaway	9:15 a.m. – 10:30 a.m.
Human Services/Incentive Funds	Sherrie Curtis	10:30 a.m. – 11:00 a.m.
County Grants Fund 10	Commissioners	10:00 a.m. – 10:30 a.m.
Fund 24 Grants: FA	Greg	10:30 a.m. – 11:00 a.m.
County Treasurer	Cynthia Sweeney (Did not appear)	11:00 a.m. – 11:30 a.m.
Health Care	Ted Purdy – Administrator	11:30 a.m.

FY 09 County Grant Applicant Schedule*(With Previous Years Approved Allocations)***APRIL 7TH – MONDAY – NEWPORT COUNTY COMPLEX**

TIME	GRANT APPLICANT	REPRESENTATIVE
APRIL 7 TH - Monday		
8:30 AM – 9:00 AM	LAKE SUNAPEE AREA MEDIATION <ul style="list-style-type: none"> ➤ FY '09 Request: \$ 10,000 ➤ FY '08 Allocation: \$10,000 ➤ FY '07 Allocation: \$10,000 ➤ FY '06 Allocation: \$10,000 	Rebecca Morley <i>Program Director</i>
9:00 AM – 9:30 AM	CLAREMONT SOUP KITCHEN: <ul style="list-style-type: none"> ➤ FY '09 Request: \$20,000 ➤ FY '08 Allocation: \$20,000 ➤ FY '07 Allocation: \$15,000 ➤ FY '06 Allocation: \$10,000 ➤ FY '05 Allocation: \$10,000 	Janet Bunnell <i>Program Director</i>
9:30 AM – 10:00 AM This person did not appear for the interview.	BIG BROTHERS BIG SISTERS <ul style="list-style-type: none"> ➤ FY '09 Request: \$ 5,000 	Peg Monahan, <i>Executive Director</i>
9:56 AM – 10:15 AM	CONN. VALLEY HOME CARE / VALLEY REGIONAL HOSPITAL <ul style="list-style-type: none"> ➤ FY '09 Request: \$ 8,600 ➤ FY '06 Allocation: \$10,000 	Elaine Bussey, RN, MS
10:19 AM – 10:40 AM	FRIENDS OF NEWPORT ENRICHMENT TEAM PROGRAM <ul style="list-style-type: none"> ➤ FY '09 Request: \$ 3,500 ➤ FY '08 Allocation: \$2,500 ➤ FY '07 Allocation: \$4,000 ➤ FY '06 Allocation: \$1,000 	Darlene Ayotte <i>Program Director,</i> Jackie Rines and two other NET youths
10:41 AM – 11:31 AM	COMMUNITY ALLIANCE OF HUMAN SERVICES: COMMUNITY <u>TRANSPORTATION SERVICES</u> <ul style="list-style-type: none"> ➤ FY '09 Request: \$ 38,000 ➤ FY '08 Allocation: \$38,000 ➤ FY '07 Allocation: \$38,000 ➤ FY '06 Allocation: \$28,000 ➤ FY '05 Allocation: \$24,000 	William LeClair <i>Director of Community Transportation</i> Barbara Brill <i>Executive Director of CAHS & Active Director, Jane Dearden</i>
10:41 AM – 11:31 PM	COMMUNITY ALLIANCE OF HUMAN SERVICES: <u>FAMILY SERVICES DEPT.</u> <ul style="list-style-type: none"> ➤ FY '09 Request: \$31,000 ➤ FY '08 Allocation: \$30,500 ➤ FY '07 Allocation: \$29,500 ➤ FY '06 Allocation: \$27,000 ➤ FY '05 Allocation: \$20,000 	Julie Carson, new <i>Coordinator of Family Services Dept.</i>

Appendix B 2 .

Monday – April 7, 2008 – County Grant Application Interview Agenda

1:00 PM – 1:30 PM	TURNING POINTS NETWORK (Fka: WOMEN'S SUPPORTIVE SERVICES) <ul style="list-style-type: none">➤ FY '09 Requested: \$55,000➤ FY '08 Allocation: \$55,000➤ FY '07 Allocation: \$55,000➤ FY '06 Allocation: \$40,000➤ FY '05 Allocation: \$40,000	Deborah Mozden <i>Executive Director</i>
1:30 PM – 2:00 PM	Good Beginnings of Sullivan County <ul style="list-style-type: none">➤ FY '09 Request: \$30,000➤ FY '08 Allocation: \$20,000➤ FY '07 Allocation: \$20,000➤ FY '06 Allocation: \$20,000➤ FY '05 Allocation: \$15,000	Ellie Tsetsi <i>Executive Director</i>
2:00 PM – 2:30 PM	RSVP / THE VOLUNTEER CENTER: Thresholds & Decision Program <ul style="list-style-type: none">➤ FY '09 Request: \$ 1,638➤ FY '08 Allocation: \$ 1,000➤ FY '06 Allocation: \$ 1,000	Teresa Volta, <i>Program Director</i>
2:30 PM – 2:45 PM	THE FRIENDS PROGRAM <ul style="list-style-type: none">➤ FY '09 Request: \$ 5,000➤ FY '08 Allocation: \$ 2,000	Terry Kneeland, <i>Program Director</i> and Brook Noonan, <i>Mentoring Program Manager</i>

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



Intra-Department Memorandum

From: Lori Keefe Date: 4/24/08
 Subject: FY09 Budget Review At: Commissioners Office
 To: Supt. Cunningham, Greg Chanis, Dodi Violette, Board of Commissioners

This is a listing of the total cuts that were made during the DOC FY09 Budget Review held this morning. I met with Dodi following the meeting and all cuts have been entered in our budget. Please let me know if you have any questions. The positions that were cut for FY09 will be requested for FY10.

Reductions made to 10600.10001 Employee Salary

Cut 2 full year CCO positions, Reduced funding 1 full year CCO position to funding it for 1/2 year (Jan – June).

Reductions made to 10600.10002 Nursing Salary

Reduced funding for the clinician from full year to 1/2 year with a review prior to filling the position.

Line Item/Title	Current Budgeted for Line	Amount of Decrease	New Budgeted Line Total
10600.10001 Employee Salary	1,374,485	-61,048	1,313,437
10600.10002 Nursing Salary	182,114	-20,800	161,314
10600.10007 ET Buy Back	15,000	-1175	13,825
10600.11010 FICA	32,749	-2476	30,273
10600.11011 Life Ins	1120	-70	1050
10600.11012 Health Ins	547,385	-48,375	499,010
10600.11013 Retirement	189,411	-9045	180,366
10600.11014 Workers Comp	52,124	-2750	49,374
10600.11015 UnEmploy	1936	-132	1804
10600.11016 Dental Ins	28,942	-2650	26,292
Total Amount of Reductions		-\$148,521	

On 4/4/08	Budget presented to Commissioners	3,324,067	
On 4/4/08	Commissioners cut	-4500	12029
	Commissioners cut	-4500	13033
On 4/22/08	Greg Chanis added	+14,307	11013 4% due to legislation
	Greg Chanis added	+25,000	22093 returned liability insurance
On 4/24/08	Commissioners cut the above	-148,521	

New Expense Total for DOC FY09 \$3,205,853