

Sullivan County NH

Type of meeting: Sullivan County Board of Commissioner
Special & Public Business Meeting Minutes
Date/Time: Tuesday - July 11, 2006; 1 PM/1:30 PM
Place: Newport County Complex – Remington Woodhull
County Complex, 1st Floor Commissioners
Conference Room

Attendees: Commissioners Donald S. Clarke – *Chair*, Ben Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Peter Farrand – *Human Resource Director*; Jerry Spencer – *Health Care Union*, Linda Shapiro – *Health Care LNA*; Heidi Smith – *Director of Nursing*. Those that arrived later in meeting: *State-County Representatives* Larry Converse and John Cloutier; Erin Aldrich – *Eagle Times staff reporter and Newport resident*.

1:02 Mr. Gil de Rubio noted to the Board of Commissioners the termination hearing was unnecessary as the employee submitted a resignation. Ms. Shapiro presented to the Board of Commissioners a scrapbook of pictures from the demolition of the old buildings at the Unity County complex. Commissioner Clarke thanked Ms. Shapiro for the scrapbook.

1:07 Mr. Gil de Rubio, Peter Farrand, Heidi Smith, Jerry Spencer, Linda Shapiro left the room.

The Commissioners remained to sign County purchase order warrants and Mr. Clarke signed letters to those that received incentive funds.

1:20 Representative John Cloutier arrived.

1:25 Rep. Converse arrived.

1:25 Mr. Gil de Rubio, Peter Farrand and Heidi Smith returned to room.

1:30 Commissioner Clarke brought the business meeting to order. Representative Larry Converse led all in the *Pledge to the Allegiance*.

Mr. Gil de Rubio suggested they go out of order from the agenda into an executive session for a personnel issue, as all parties were present. He requested the Director of Nursing, Heidi Smith, and the Director of Human Resources, Peter Farrand, also be included in the non-public meeting.

Mr. Gil de Rubio noted the second issue that was to be held during the 1 p.m. meeting could be conducted after, and would just include him.

1:31 A motion was made, by Commissioner Nelson, to go in to Executive Session for a personnel issue [per RSA 91-A:3.II.c.] (Executive Session No. 1). Commissioner Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The vote carried, unanimously.

1:31 Representatives John Cloutier and Larry Converse left the meeting.

1:53 Heidi Smith left the room.

1:53 A motion was made, by Commissioner Nelson, 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 action taken.

1:53 A motion was made, by Commissioner Nelson, to go back into Executive Session for another personnel issue [per RSA 91-A:3.II.c.] (Executive Session No 2). Commissioner Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The vote carried, unanimously.

2:04 A motion was made, by Commissioner Jarvis, to come out of Executive Session. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

ACTION TAKEN

2:04 A motion was made, by Commissioner Nelson, to accept the recommendations of the Human Resource Director [terminate employment with FMLA, to advise of eligibility for COBRA and when well enough to return to work at Sullivan County will come back at the same level, and retirement will not lapse.]. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

2:05 Mr. Farrand left the meeting. Representatives John Cloutier and Larry Converse, Mike Pulling – HCMA and Erin Aldrich - Eagle Times staff reporter/Newport resident, entered the room.

AGENDA ITEM NO. 1 MEETING MINUTES REVIEW

AGENDA ITEM NO. 1.A. JUNE 20, 2006 PUBLIC MEETING MINUTES

2:08 A motion was made, by Commissioner Jarvis, to approve the June 20, 2006 public business meeting minutes. Commissioner Nelson seconded the motion. Discussion – Commissioner Jarvis noted on page 3 the word

“loosing” should be “losing”. A voice vote was taken. The motion, with spelling correction carried, unanimously.

AGENDA ITEM NO. 1.B. JUNE 20, 2006 EXECUTIVE SESSION MEETING MINUTES
Mr. Gil de Rubio suggested they accept the minutes but keep them sealed.

2:09 A motion was made, by Commissioner Jarvis, to approve the minutes but to keep them sealed. Commissioner Nelson seconded the motion. Discussion – Commissioner Jarvis noted one word should be changed from “it” to “out” on first page. A voice vote was taken. The motion with the word correction carried, unanimously.

AGENDA ITEM NO. 2 ASSISTED LIVING/SENIOR CARE BUSINESS PLAN FEASIBILITY ASSESSMENT UPDATE

Copies of the *“Focus Group Market Test Results, The Meadows at Sullivan County”* were disbursed to all in attendance (this report can be viewed on line at www.sullivancountynh.gov under the *Current Events* page). Mike Pulling discussed the focus groups, the questions they asked and the answers received. Mr. Pulling discussed how the value of the County owned land could be placed into a scholarship fund and used for entry fees. Mr. Clarke asked, with the lower level group, if he did any review on the Medicaid reimbursement rate and in terms of what the County would make up. Mr. Pulling discussed assisted living fees vs. nursing home – noting they could see a shortfall of approximately \$800 a month based on Medicaid reimbursement; so if County was going to accept those in that level they would need to use, for example, the scholarship plan. He discussed how they would have the ability to apply for grants if the assisted care was considered a 5013C program. Commissioner Clarke requested a future meeting with Mr. Pulling to discuss that type of issue – no date decided. Mr. Pulling continued with his discussion of the report. Mr. Pulling noted the overall focus groups were pretty successful for the project.

Mr. Gil de Rubio reminded the Board of the time line printed on page 13 of the proposal. He will be meeting with Mike Pulling on scenarios, getting a proposal drafted and out to architect/general contracting firms, and researching funding sources – a funding possibility could be a CDBG grant for utility services – such as for use in building roads, parking lots, and/or sewer system – could not use CDBG for the building portion. Mr. Gil de Rubio will contact Mr. Pulling in the next few days and report back to Board of Commissioners on the strategy. Mr. Gil de Rubio requested Mr. Pulling to compile a list of design build architects who specialize in assisted living and to attain information about the 5013C issue. Mr. Gil de Rubio noted they could conduct a field trip to view the assisted care facilities built by the list of design build architects, at a later date. Mr. Pulling wanted the group to know that Betty Stark at the Claremont Senior Center was very helpful with the focus groups.

2:28 Mike Pulling left meeting.

Commissioner Clarke apologized to the Delegates in attendance for not asking them if they had questions while Mr. Pulling was in the room. Mr. Cloutier noted he'd like to review the report and noted they could request Mr. Pulling to attend a future Delegation meeting – no specific date set. Mr. Gil de Rubio noted this issue would be discussed throughout the year and the Delegation would be kept up to date with the issue.

Representative Converse voiced concern about the budgeted \$175,000 amount and how the room financing would work with the facility – he noted he did not recall hearing Mr. Pulling speak regarding that issue. General discussion commenced regarding budgeted amount and tentative spot for this type of facility.

AGENDA ITEM NO. 3 COUNTY MANAGER'S REPORT

AGENDA ITEM NO. 3.A. PANDEMIC FLU PREPAREDNESS PLANNING UPDATE

Mr. Gil de Rubio indicated they were holding a regional Pandemic Flu Preparedness Workshop tomorrow at 9 a.m. in Newport - Probate Court Room. The County has received MOU's from 11-12 different municipalities. Neil Twitchell from DHHS will provide a presentation. Discussions will include MOU's and each town's current plan. He noted it would take a good year, with tabletop exercises, to be completed. He invited the Commissioners to the workshop. It was noted the workshop agenda, along with a list of anticipated attendees, was in their meeting binder. Copies of the agenda along with the list of the anticipated attendees were provided to Converse, Cloutier and Aldrich, during the meeting.

AGENDA ITEM NO. 3.B. ANY OTHER BUSINESS

Mr. Gil de Rubio noted the auditors would be in Monday the 7th, he noted he handed out this year's budget books, along with a directory, to the Commissioners; and will hand this out to Department Heads throughout the week, and on Friday to the Delegation. Mr. Gil de Rubio requested the return of any older books, if they were not using them, so that the office could recycle the plastic binders.

AGENDA ITEM NO. COMMISSIONERS REPORT

AGENDA ITEM NO. 4.A. COUNTY ANNUAL REPORT – COMMISSIONERS REPORT

It was decided Commissioner Clarke would write the FY06 Board of Commissioners report for the County's Annual Report. Commissioner Clarke and Mr. Gil de Rubio will coordinate their reports so as not to repeat issues.

AGENDA ITEM NO. 4.B. CRIMINAL JUSTICE COORDINATING COMMITTEE – DISCUSS CHAIR POSITION

Commissioner Clarke recommended Commissioner Nelson to the Chair position of the committee. Commissioner Nelson accepted the position. Mr. Gil de Rubio assured Mr. Nelson he and Mr. Hagar would be there to assist.

AGENDA ITEM NO. 5. PUBLIC PARTICIPATION

Rep. Converse asked if our budget accommodates for discontinuation of the Baylor program and the funds needed to retain Genesis. Mr. Gil de Rubio indicated no extra funds will be needed for the Baylor program, we will be getting more hours out of them; and will save enough on the Baylor program to subsidize the shift program.

Rep. Cloutier apologized for not making past meetings due to scheduling conflicts, but wanted them to know he enjoyed the meeting to see what is going on. Mr. Clarke thanked him for attending.

Erin Aldrich noted he was a resident of Newport and they were raising funds for a new skateboard park, which the town was donating property for. He had read where Claremont was trying to build one, and would be coming to the County for funds. HE noted the majority of the kids are good youths - honor students; but, unfortunately, some not so good create the negative media coverage. He talked about the kids raising money privately on their own, not wanting to use any taxpayer money. He noted the Newport Recreation Club would be running the park.

3:02 A motion was made, by Commissioner Nelson, to go in to executive session for personnel issue [per RSA 91-A:3.II.c.]. Commissioner Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The vote carried, unanimously.

3:03 Representatives Cloutier and Converse, along with Erin Aldrich left the room.

3:07 A motion was made, by Commissioner Nelson, 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 action required.

3:07 A motion was made, by Commissioner Jarvis, to adjourn the meeting. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

Respectfully submitted,



*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.