

Sullivan County NH

Type of meeting: Board of Commissioners Public Business Meeting Minutes

Date/Time: Tuesday, November 18, 2008; 3 PM

Place: Newport – Remington Woodhull County Complex, 14 Main Street

Attendees: Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* (arrived later in meeting) and Ethel Jarvis – *Clerk*; Greg Chanis – *County Administrator*; Shannon Brickey – *S.C.H.C. Dietary Director*; Ted Purdy – *S.C.H.C. Administrator*; Lyle Guynup – *Claremont Beagle Club President*; Supt. Ross Cunningham – *Dept. of Corrections*; Capt. Denis O’Sullivan – *Sheriff’s Office*; and Sharon Johnson-Callum (minute taker)

Public Attendees: State-County Delegates Larry Converse and Suzanne Gottling (the latter arrived later in meeting); Ben Bulkeley – Eagle Times Staff Reporter; Pat Kenney – Community Mobility Project.

3:04 The Chair brought the meeting to order and led all in the *Pledge of Allegiance*.

Agenda Item No. 1 Claremont Beagle Club Lease Renewal Review

Mr. Lyle Guynup introduced himself. Mr. Chanis noted the Claremont Beagle Club lease was up for renewal [expiration date 12/15/08] and he had not received any indication of changes in the contract. Mr. Guynup noted the club is having a hard time maintaining membership and questioned ramifications should they elect to discontinue the lease ... for example, would they have to remove fencing. Mr. Chanis indicated: 1) the club should provide advance notice, per termination clause, and 2) the club would be responsible for removing all fencing. Mr. Guynup confirmed the club uses about ½ of the property, daily. He noted club membership is dwindling due to lack of rabbits: they actually trap rabbits in northern NH and transport them to the property. He noted they don’t want to give up the lease, but was just thinking ahead and would return to the Board if they decided not to continue the partnership. The Chair noted the Board was willing to renew the lease. Mr. Chanis confirmed they would update the contract document to reflect a two-year period, with the same conditions, and bring the contract for ratification to their next meeting.

3:12 Commissioner Nelson arrived.

Non Agenda Item Sullivan County Health Care Dietary Director
Mr. Purdy introduced Shannon Brickey, Dietary Director, to the Board members.

3:15 Ms. Brickey left the room.

Agenda Item No. 2 DOC Superintendent's Report

Agenda Item No. 2.c. Promotions

Superintendent Cunningham presented a *Certificate of Recognition* to DOC Correctional Officer Donna Chartier, who was promoted to Corporal [Oct 2nd].

Agenda Item No. 2.a. Bid Application for Security System Update

Supt. Cunningham noted four bids were received in response to the Security System RFP for jail upgrades and a copy of all bids received was e-mail to the Board members. Bids reflected on the summary distributed [Appendix A], included:

1. KNE Corporation \$179,989
2. Eastern-Owens \$169,430
3. Black Creek \$355,500
4. Southern Folger \$198,900

Mr. Chanis confirmed \$180,000 is the budgeted project amount. After review by Mr. Chanis and Supt. Cunningham, Cunningham recommends KNE Corporation; they were 1) the only company who toured the facility, doing so three times, and 2) their scope of service included not only items in the RFP, but additional security recommendations, and, from a security standpoint, it was very comprehensive. Cunningham spoke regarding the scope of service for cameras. He confirmed Eastern Owens responded exactly to RFP, however, they did not visit the facility and have never seen the building. He confirmed Southern Folger visited the facility, but there was disparity between their original quote and the quote received later, they were roughly \$170,000 and now at \$198,00. He confirmed both Black Creek and Stanley Inc. visited the facility, however, Stanley did not submit their RFP on time. The Chair questioned if there were any protections to avoid escalating costs? Mr. Chanis noted he was more comfortable with KNE as he and Cunningham met with them; all parties are aware of the expectations and KNE is very familiar with the building. Cunningham confirmed he made it clear they have built in a \$1,500 contingency. KNE delivered an RFP binder illustrating their scope of service, which provided a full installation list. Commissioner Jarvis pointed out, for public attendees, the Board was discussing this in such detail due to the fact the bid recommended was not the lowest.

3:26 Motion: to go with the \$179,989 [bid quote] for KNE Corporation, for several reasons: [they've] seen the facilities a number of times and are doing more than the RFP, plus on recommendation of Superintendent Cunningham.

Made by: Nelson. Seconded by: Jarvis.

Voice vote: all in favor.

Non Agenda Item DOC: HVAC RFP

Supt. Cunningham confirmed the RFP for the jail HVAC upgrades is due 12/11.

Agenda Item No. 2.b. Mental Health Conference Update

Supt. Cunningham distributed a summarization memo [Appendix B] pertaining to the Mental Health Symposium, a two-day conference with over 350 participants, Sullivan County DOC attended. Discussions included topics, which all NH counties struggle with daily. Judge Yazinski participated in this as well. DOC will work on:

1. Lines of communications with West Central Services (WCS) for effective services. He noted since WCS is the only game in town, their rep., Sue Ellen Griffin, attended the Symposium, and, as a result, a specific discharge contact person was appointed at WCS for the jail. This will provide efficiency and reduce costs.
2. they will reconvene the Sullivan County Criminal Justice Coordinating Committee (SCCJCC) to review info. from the conference. Tentative dates include: 12/6, 12/16 and 12/17. Supt. Cunningham will list past members and leave vacancies due to Delegation members no longer on the list. The Board debated this, pointed out since the Newly Elected Official Orientation Day is tentatively scheduled for 12/10, to pick the 16th or 17th.
3. discussion regarding alternative sentencing and pretrial service program expanding to including mental health under the oversight of DOC to be supervised appropriately in the community. Supt. Cunningham confirmed this would thin out staffing. He also noted pharmaceutical costs are huge. Cunningham noted the jail is using WCS as fiscal agent for grant activity to help with other DOC / mental health costs.

Agenda Item No. 2.d. Census

Supt. Cunningham distributed copies of the DOC census [Appendix C]. Total census is at 125. Supt. Cunningham confirmed inmates held at other facilities are due to a function of keeping them separated. Commissioner Barrette requested Supt. Cunningham include in future reports a comparison of total in-house and pretrial, to compare to historical records. Cunningham noted he only has data back to when he began as Superintendent, so will include that on future census reports.

Agenda Item No. 2.e. Staffing

Supt. Cunningham noted John Gramuglia is moving forward on the Clinician position interviews and will be interviewing nine (9) applicants. Mr. Gramuglia, the Superintendent and the Human Resource Director will bring the top three (3) back for a second round of interview; they are poised with six (6) people on the waiting list.

Non Agenda Item Community Corrections Center (CCC) Planning

Commissioner Barrette suggested they finish formulating their plans on the Community Corrections Center (CCC) and pull together a bid package. Mr. Chanis reminded the Board their plan was to focus first on beginning upgrades to the jail, then formulate construction of CCC building design in late winter / early spring. Commissioner Barrette noted, given the climate, it may be advantageous to begin the design phase sooner.

Non Agenda Item Jail Upgrades: Recreation Yard

Supt. Cunningham noted the upgrades to the current jails recreation yard would begin soon.

Agenda Item No. 3. **S.C.H.C. Administrator's Report**

Agenda Item No. 3.a. Census

Mr. Purdy reviewed the census documents [Appendix D] distributed to the Board, which included:

- October 2008 - census 133 last month, below budgeted census on Medicare, but due to average daily, it made a positive variance in Medicare. Total monthly revenue variance is \$14,688 above budget.*
- Revenue Review thru 10/31/08.*
- Dodi's Monthly Revenue Entire Budget – Fund and Account Numbers 40.097 and 40.530 are the revenue lines.*
- Sullivan County Nursing Home Quarterly Resident Census.*
- Medicare Length of Stay Analysis Sullivan County Health Care (SC) for October.*
- Summary Admission / Discharge List Totals – 14 admissions, 7 discharges; their average of 12 admissions, plus low discharges, helped keep census up. Purdy noted this month's average census was 131.*
- Summary Admission / Discharge List illustrating INS, MCD, MRA and PVT 10/1/08 thru. 10/31/08.*
- Summary Admission / Discharge List illustrating HCB, INS, MCD, MRA & PVT 7/1/08 thru. 10/31/08.*
- Summary Admission / Discharge List Totals 7/1/08 thru 10/31/08.*
- Month-End Aged Analysis Sullivan County Health Care For the Month of Oct, 2008 - Decreased aging by \$41,000 in addition to an increase of revenue.*

Non Agenda Item DOC Laundry Detail

Commissioner Jarvis questioned why DOC transferred laundry duties to the nursing home and wondered if it would burden SCHC laundry staff. Mr. Purdy confirmed it was not a burden as inmate help is provided, plus, it is more cost effective.

Agenda item No. 3.b. Staffing

Mr. Purdy confirmed he has three (3) interviews scheduled for Friday for the External Care Coordinator position, meantime, internal staff continue to handle the duties. Commissioner Nelson strongly urged filling the position prior to the holidays. Mr. Purdy distributed a report [Appendix E], which he provided to the Delegates yesterday, illustrating Jul. thru. Oct. 2008 agency usage of RN's, LPN's and LNA's. He noted they have four licensed working the weekend stipend position and hired one (1) LNA to work the Per Diem Premium Program.

Non Agenda Item Activities

Mr. Purdy discussed upcoming holiday activities:

- Thanksgiving dinner for families scheduled for next Tue. 11 AM – 3 PM – this will provide for more staff involvement since it will be held during the week vs. holiday time.
- Christmas Dessert Buffet – 12/20/08 1 PM – 4 PM.

Commissioner Barrette noted he'd be helping Tuesday and invited the other two Commissioners and County Administrator to pledge the same if possible. Mr. Purdy confirmed he would keep the Board posted on future events.

Agenda Item No. 3.c. Accounts Receivables Update

[See Appendix D. *Month-End Aged Analysis*]

Agenda Item No. 4. Sheriff's Office Report

Grant No. 2007-DJ-BX-1389 \$14,341 Sullivan County Drug Enforcement Initiative
Captain Denis O'Sullivan noted he was there representing the Sheriff's Office and explained the grant pertained to a continuation of the 2005 JAG grant they applied for, which was approved previously by the Board. The grant is to help fund the Drug Task Force. The funders approved an extension of monies in 2007 for Sullivan County, and, they just discovered they needed to post for the discussion of the additional grant funds. The extension is from Oct 1, 2007 to 2010. O'Sullivan noted this is budgeted within the Sheriff's Office and required a formal okay from the Board.

**4:04 Motion: we [the Board of Sullivan County] authorize the Sheriff's Department to extend the JAG grant [and accept the funds].
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.**

4:08 Capt. O'Sullivan left the meeting.

Agenda Item No. 5 County Administrator's Report

Agenda Item No. 5.a. SCHC Advisory Panel Update

Mr. Chanis distributed an update of the draft letter with requested changes from the last meeting [Appendix F]. He noted they needed to finalize the invitee list. The Board members nodded approval of the letter. The Chair noted they would discuss the invitee list in Executive Session.

Agenda Item No. 5.b. Finance Director

Mr. Chanis noted:

1. Per request, the position title was changed from *Accounting Manager* to *Finance Director*,
2. An updated detailed job description can be viewed at the County's website [www.sullivancountynh.gov],
3. The ad for the position was placed on line at NH Job Works, VLCT, and two association's websites; plus, it ran in the following newspapers: Union Leader, Eagle Times and Valley News. By running in the Union Leader, it was also shared with Indeed.com and Monster.com,
4. Resume deadline is 12/1,
5. The office received 12 applications, so far, and
6. he'll present the hiring process plan to the Board at their next meeting - Barrette noted he'd like to propose interviews be held earlier in the month, to have someone on Board by mid January.

Agenda Item N. 5.c. Winter Semester Class Conflict with Meetings

After a brief discussion of conflict in days as to when the County Administrator would be attending college classes vs. Commissioners meeting dates, the Board decided, effective with December, to change future Board meetings to Thursdays @ 3 PM. Effective December 4th, the Board will hold their meetings on the 1st Thursday and 3rd Thursday of each month.

Non Agenda Item Bond Process Update (For CCC Project)

Mr. Chanis noted he executed the contract with Devine Millimet for bond council and has provided an initial package of material to Mr. Barnes who confirmed all looks fine; next step – work with NH Municipal Bond Bank to arrange borrowing in anticipation of the bond – he'll contact them this week and update the Board as he hears more. His intent is to seek a line of credit, due to uncertainty of economy he wants to avoid borrowing the full amount upfront; they will be watching to see if there is significant interest rate change.

Non Agenda Item NH State Supreme Court Oral Argument Hearing
Medicaid Eligible Residents, Update

Mr. Chanis updated the Board on the NH State Supreme Court hearing he attended, where oral argument was heard regarding several counties that sued the State for Medicaid eligible residents and the County increased burden. The argument lasted 35 minutes. He feels the justices are skeptical of States argument as to the constitutionality of their decision. There is no time limit on ruling. Unsure remedy if they rule in counties favor.

Non Agenda Item Fuel Costs

Mr. Chanis confirmed he had not received an update on fuel rates this week; however, barrel price is \$60 dollars, so County price is a little lower; as of today, the County has not locked in and the price has drifted lower since the Board's last meeting. Commissioner Barrette noted he and Chanis held discussions about locking in for a two heating season period in order to budget more accurately; Barrette is in favor of this. Jarvis feels the price will plunge more. Chanis feels there is downward potential, and even at \$60 today, three months ago we were at \$140, therefore have realized a \$80 a barrel reduction, he can't believe it will go lower at \$35/\$40, and feels they realized a large portion of what they potentially can. Nelson pointed out with the recent hijacking off the coast of Africa, it won't take but one incident for the cost to increase again.

Non Agenda Item Travel Reimbursement Rate

Commissioner Jarvis pointed out the Delegation set the mileage reimbursement rate at .585 per mile, however, this was done when gas prices were \$4, and they have dropped drastically since then. She asked if the Commissioners should revisit this and decrease the rate. It was noted the Delegation set the rate based on Federal rates. Commissioner Barrette noted he's in favor of keeping the same as Fed rate. Rep. Gottling noted, once the Delegates have approved the budget, they have not the authorization to change it, and it's up to the Board if they want to do so. The group debated whether there was NH State RSA's regarding the Delegation setting mileage rate. Mr. Chanis confirmed he'd check on RSA's for mileage rates and provide updates to the Board.

Non Agenda Item County Borrowing

Rep. Gottling asked for an update on the County's borrowing status. Mr. Chanis noted they have, in total to date, borrowed 7.175 million, leaving \$825,000 on last 2 million Delegation authorization. He is hopeful this will take the County through December 17th. They are taking measures to reduce their cash flow within the next few weeks. It was noted, the Town of Croydon paid their County tax, already. Commissioner Nelson pointed out there is a 10% interest charged on any unpaid taxes, and that it would be unfortunate for property owners of any town that did not pay their taxes on time.

Agenda Item No. 6 Commissioners' Report

Agenda Item No. 6.a. SCHC Advisory Panel

Already discussed earlier in meeting with further discussions to be held in Executive Session.

Agenda Item No. 6.b. Use of Commissioners Conference Room

Commissioner Barrette noted he requested discussion of this issue in order to talk about acceptable uses of the facility. He indicated one Delegation member, along with a member of the public, used the conference room to meet with a New Hampshire Public Radio (NHPR) reporter to do a politically motivated segment to air on NHPR; however, after the reporter returned to the studio, they realized it did not qualify as news story - as it was politically motivated - and asked for follow up comments from County Commissioner Chair and the Administrator. He noted they want the facilities to be open for official business, but not for political activities - and, moving forward, with agreement from the Board, if any County official or member(s) of the Delegation want to use the Conference Room, it would be okay if it had to do with County business - not for press conferences / non county business. He did not feel a policy necessary, but wanted a stated purpose for use and leave it to the judgment of the Administrator if that is an allowable act. Nelson noted just asking and pointing it out would be sufficient. The Board and Administrator agreed. They all agreed this was a unique situation, which never happened before.

Agenda Item No. 7. Public Participation

Rep. Converse noted he was aware the jail cameras were in need of upgrades, but never realized the doors were in bad shape. Barrette feels Converse's statement unfair, as the County put out the RFP and it was the company who responded with the recommend the improvements. Chanis pointed out it was not an issue of the interior doors being in bad shape, but 12 doors, which are not controlled electronically - no electric strikes - to retro the doors for electronic strikes you must drill down from above; KNE recommended a solution that would be more secure than what was discussed in the RFP - rather than running outside conduit, have the new doors with electric strikes within the door installed. Nelson pointed out the hazards of allowing exposed conduit to inmates, which opens it up for tampering vs. having the mechanism hidden within the door.

Rep. Converse noted Mr. Purdy briefly mentioned sending someone to a hospital in Lebanon and questioned what that was about. Mr. Purdy noted Alice Day Peck Extended Care Center is a wing of the hospital and is shutting down within eighteen-months; they currently have 39 residents and Sullivan County will be meeting with the facility Administrator, the last week in November, to discuss possible transfers to the County nursing home.

Rep. Gottling requested the Board include a couple Sunapee names on the SCHC Advisory Panel invitee list. Commissioner Barrette invited Gottling to join them in the Executive Session to discuss tentative Sunapee invitees.

Pat Kenney (Community Mobility Project member) mentioned an issue she ran into when trying to refer a client, who wanted to stay in Sullivan County, for dialysis - there is no transportation provided to Lebanon through Sullivan County Health Care

- she noted this was one potential resident lost due to lack of transportation; the person lives in the community and no one in Sullivan County will take them as they are younger, so they will probably go to Genesis in Lebanon. The Commissioners questioned why SCHC could not perform dialysis on site. Purdy noted certain types of dialysis are specific, must be skilled. He noted SCHC provides transportation for their residents, but could not recall the specific patient she spoke of. Ms. Kenney noted the particular person travels to Lebanon three (3) times a week, must leave by 11 and be picked up by 2 p.m. Barrette requested they discuss the dialysis issue further. Chanis suggested this be a topic of discussion for the SCHC Advisory Panel. The Board concurred they realize there is a need for dialysis. Jarvis pointed out they need numbers. Ms. Kenney pointed out there was a younger adult group out in our community needing long term care and it would be nice if SCHC had a wing to accommodate this group. Mr. Purdy noted they have accommodated younger residents at the facility before. Mr. Chanis pointed out the only problem they found with accommodating the younger adults, within the facility's current design, is that it becomes very disruptive for the older generation while trying to merge the younger generation in.

Rep. Converse asked if a rehab center [CCC] site had been picked? Commissioner Barrette pointed out this was an ongoing topic - items still to be worked out include cost of site preparation, the easiest way to go, and esthetics - where it is placed. Commissioner Nelson noted they would be gathering input from the designer / engineers on site placement.

Agenda Item No. 8.

Meeting Minutes Review

Agenda Item No. 8.a.
Interview

Oct. 23, 2008 special FY08 Auditors Exit

Minutes in progress [currently on audio tape].

Agenda Item No. 8.b.

Oct. 28, 2008 Public

The group discussed a title change required in the attendee list.

5:03 Motion: to accept the 10/28 public business-meeting meetings, as amended.

Made by: Jarvis. Seconded by: Nelson

Voice vote: All in favor.

Agenda Item No. 8.c.

Oct. 28, 2008 4:04 Executive Session Minutes

5:05 Motion: to accept the 10/28 4:04 PM Executive Session minutes and not to release it yet.

Made by: Jarvis. Seconded by: Nelson.

Voice vote: All in favor.

Agenda Item No. 8.d.

Oct. 28, 2008 4:34 Executive Session Minutes

5:05 Motion: to accept the 10/28 4:34 PM Executive Session minutes approved and seal permanently.

Made by: Jarvis. Seconded by: Nelson.

Voice vote: All in favor.

- 5:05 Motion: to accept the 10/28 4:44 PM Executive Session minutes and seal permanently.**
Made by: Nelson. Seconded by: Jarvis.
Discussion: place in personnel files of those involved.
Voice vote: All in favor.

Agenda Item No. 11. Executive Session Per 91-A:3.II.c. for discussions of personnel

- 5:08 Motion: to go into Executive Session Per 91-A:3.II.c. for discussions of personnel.**
Made by: Jarvis. Seconded by: Nelson.
Those in executive session included: the three Commissioners, Mr. Chanis, Mr. Purdy, Rep. Gottling and Ms. Johnson-Callum.
Roll call vote: All in favor.
- 5:23 Motion: to come out of Executive Session.**
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.

No formal motion required regarding discussion in Executive Session.

Agenda Item No. 9 Executive Session Per RSA 91-A:3.II.d. "Discussion regarding possible [acquisition, sale or] lease ..."

- 5:24 Motion: to go into 91-A:3.II.d. Consideration of the acquisition, sale or lease of property which if discussed in public, would likely benefit a party or parties whose interest are adverse to those of general community.**
Made by: Jarvis. Seconded by: Nelson
Roll call vote: all in favor.
Those in Executive Session included: the three Commissioners, Mr. Chanis, Supt. Cunningham and Ms. Johnson-Callum.
- 5:53 Motion: to come out of Executive Session.**
Made by: Nelson. Second by: Jarvis.
Voice vote: All in favor.

No formal motion required regarding discussion in Executive Session.

Agenda Item No. 10. Probable Executive Session Per RSA 91-A:3.II.d. Discussion regarding possible lease.

- 5:53 Motion: to go into Executive Session Per 91-A:3.II.d. regarding a possible lease agreement.**
Made by: Nelson. Seconded by: Jarvis
Roll call vote: all in favor

Those in Executive Session included: the three Commissioners, Mr. Chanis, Supt. Cunningham, and Ms. Johnson-Callum

**6:08 Motion: to come out of Executive Session.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.**

**6:08 Motion: to communicate with the sportsman club that we have decided to discontinue lease negotiations for the shooting range with sportsman club.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.**

6:10 Supt. Cunningham left the room.

Non Agenda Item Executive Session Per RSA 91-A:3.II.a. & c. Personnel Issue

**6:10 Motion: to go into executive session per RSA 91-A:3.II.c. for a personnel issue.
Made by: Nelson. Seconded by: Jarvis.
Roll call vote: All in favor.**

**6:31 Motion: to come out of executive session.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.**

Non Agenda Item Alternative Heating – Grant Possibility

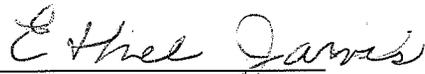
Mr. Chanis noted Patrick Wiggins contacted him about an alternative heating grant funded project she worked on with Mr. Ruger at one of the mill buildings and wondered if the County would be interested in her working on a grant to fund a woodchip fired boiler fuel system to produce steam to heat the Unity County buildings - the County would harvest their own timber in order to produce woodchips to run the boiler. The Board approved Mr. Chanis investigating this issue further.

Non Agenda Item Compost Feasibility Study

Mr. Chanis noted he was contacted by an ANTIOCH student in the MBA program interested in performing a feasibility study to start up a composting program at the County complex in Unity. The Board approved Mr. Chanis to pursue this further.

**6:35 Motion: to adjourn meeting
Made by: Barrette. Seconded by: Nelson.
Voice vote: All in favor.**

Respectfully submitted,



Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j-c.

Date signed: 12-4-08

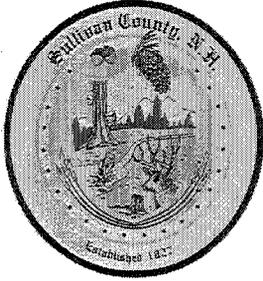
Security Upgrade - Jail Project

| Bidder | References Contacted | Amount of Proposal |
|----------------------------------|--|--------------------|
| KNE Corporation - Victor Conklin | Bristol County Jail Cumberland County Jail Mercer County Jail | \$179,989.00 |
| Easter-Owens Ron Rose | Larimer County, CO Alaska Court System CO Dept Human Svcs ✓ Prowers Cty Sheriff | \$169,430.00 |
| Black Creek - Michelle Connell | | \$355,500.00 |
| Southern Folger - Michael Schatz | | \$198,900.00 |

Upon review of all proposals and lengthy discussion with Mr. Chanis, my recommendation is as follows:

KNE Corporation - Mr. Conklin & Associate came to the facility on 10/20/08 for a complete walk-through of the DOC. KNE made thoughtful recommendations during this walk through signifying experience and knowledge with security needs. Their recommendations were beyond the scope of work that was outlined in the RFP that captured the needs of Sullivan County precisely. Their proposal is the most inclusive and take into consideration the addition of intercoms/cameras and replacement of doors within the facility at the most cost effective means. This is a 25 year old company that has much experience in retrofitting jails, courthouses and prisons. I am confident that KNE can and will provide appropriate services to Sullivan County Jail.

Supt. Ross L. Cunningham



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

Intra-Department Memorandum

From: Ross L. Cunningham Date: 11/18/08
Subject: Mental Health Symposium At: Concord, NH
To: Board of Commissioners

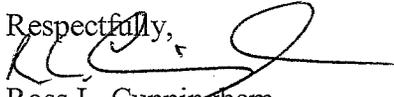
The following individuals represented Sullivan County at the Mental Health Symposium held on 11/6 & 7 at the Grappone Conference Center in Concord, NH :

Supt. Cunningham, John Gramuglia, Marc Hathaway, Sheriff Prozzo, Judge Yazinski, Judge Arnold, Rep. Franklin, John Brehm & Butch Estey (Sullivan Academy), Dick Winters, Sue Ellen Griffin (WCS CEO), Meredith Lugo & Bronwyn Gregory (Public Defenders)

As a result of information gathered at this symposium, the individuals attending are recommending the following steps:

1. Lines of communication need to be strengthened with West Central Services for more effective services. A representative from WCS will take active part in further CJCC meetings.
2. A Criminal Justice Coordinating Committee meeting will be scheduled in December to review information learned at the symposium. Dates being discussed are 12/6, 12/16 or 12/17.
3. The Pre-Trial Service Program being overseen by the Department of Corrections will expand to include candidates with mental health issues. The criteria for acceptable candidates will be discussed and developed during the CJCC meeting.

Respectfully,


Ross L. Cunningham
Superintendent

To: Supt. Cunningham
 From: Lt. Roberts
 Ref: population Breakdown

Tuesday November 18, 2008

POPULATION DATA:

| | | |
|----------------------|-------------------|--------------------|
| House of Corrections | Pre-Trial Inmates | Protective Custody |
| Male - 38 | Male - 33 | Male - 0 |
| Female - 7 | Female - 5 | Female - 0 |

THU- Included in the total of HOC male inmates above

Male- 16
 Female- 0

Total Population (In House) - 84

| | | |
|---------------------|----------------------|-----------------|
| Home Confinement/EM | Weekender | Merr County |
| Male - 7 | Male - 1 | Male- 6 |
| Female - 4 | Female - 0 | Female- 0 |
| NHSP/SPU | Grafton County | Cheshire County |
| | Admin Transfer | Admin Transfer |
| Male - 11 | Male - 0 | Male - 3 |
| Female - 1 | Female - 1 | Female - 3 |
| Hillsborough County | Phoenix House/Farnum | Strafford Cnty |
| Admin Transfer | | |
| Male - 3 | Male - 1 | Male- 0 |
| Female - 0 | Female - 0 | Female- 0 |

Belknap County

Male- 0
 Female- 0

Total Census - 125

Temp Hold for other jurisdictions- Included in the above in house Total population

| | | | |
|-----------|----------------|---------------------|-----------|
| NHSP | Grafton County | Hillsborough County | Cheshire |
| Male- 1 | Male- 0 | Male- 0 | Male- 0 |
| Female- 0 | Female- 0 | Female- 1 | Female- 0 |

Pre-Trial Services- 18

Male- 9
 Female- 9

| MEDICARE | | | | | | | |
|----------------------|-------------------------|------------------------|--------------|---------------------|--------------|------------------------|----------|
| | OCTOBER 2007 COMPARE | OCT. 07 AVG. CENSUS | ACTUAL | AVG DAILY CENSUS | BUDGETED | BUDGETED AVG CENSUS | VARIANCE |
| CENSUS: | 461 | 15 | 353 | 11 | 403 | 13 | -50 |
| REVENUE | \$204,860.17 | | \$173,813.41 | | \$173,290.00 | | \$523.41 |
| AVERAGE RATE PER DAY | \$444.38 | | \$492.39 | | \$430.00 | | \$62.39 |

| PRIVATE | | | | | | | |
|----------------------|-------------------------|------------------------|--------------|---------------------|--------------|------------------------|-------------|
| | OCTOBER 2007 COMPARE | OCT. 07 AVG. CENSUS | ACTUAL | AVG DAILY CENSUS | BUDGETED | BUDGETED AVG CENSUS | VARIANCE |
| CENSUS: | 575 | 19 | 654 | 21 | 589 | 19 | 65 |
| REVENUE | \$113,265.00 | | \$135,060.00 | | \$120,745.00 | | \$14,315.00 |
| AVERAGE RATE PER DAY | \$196.98 | | \$206.51 | | \$205.00 | | \$1.51 |

| MEDICAID | | | | | | | |
|----------------------|-------------------------|------------------------|--------------|---------------------|--------------|------------------------|-------------|
| | OCTOBER 2007 COMPARE | OCT. 07 AVG. CENSUS | ACTUAL | AVG DAILY CENSUS | BUDGETED | BUDGETED AVG CENSUS | VARIANCE |
| CENSUS: | 3,205 | 103 | 3,117 | 101 | 3,255 | 105 | -138 |
| REVENUE | \$484,258.26 | | \$481,794.69 | | \$491,212.05 | | -\$9,417.36 |
| AVERAGE RATE PER DAY | \$151.09 | | \$154.57 | | \$150.91 | | \$3.66 |

| HCBC (RESPITE) | | | | | | | |
|----------------------|-------------------------|------------------------|---------|---------------------|----------|------------------------|-----------|
| | OCTOBER 2007 COMPARE | OCT. 07 AVG. CENSUS | ACTUAL | AVG DAILY CENSUS | BUDGETED | BUDGETED AVG CENSUS | VARIANCE |
| CENSUS: | 9 | 0 | 0 | 0 | 0 | 0 | 0 |
| REVENUE | \$1,442.88 | | \$0.00 | | \$424.66 | | -\$424.66 |
| AVERAGE RATE PER DAY | \$160.32 | | #DIV/0! | | \$0.00 | | #DIV/0! |

| MANAGED CARE | | | | | | | |
|----------------------|-------------------------|------------------------|------------|---------------------|----------|------------------------|------------|
| | OCTOBER 2007 COMPARE | OCT. 07 AVG. CENSUS | ACTUAL | AVG DAILY CENSUS | BUDGETED | BUDGETED AVG CENSUS | VARIANCE |
| CENSUS: | 13 | 0 | 28 | 1 | 0 | 0 | 28 |
| REVENUE | \$2,340.00 | | \$9,800.00 | | | | \$9,800.00 |
| AVERAGE RATE PER DAY | \$180.00 | | \$350.00 | | | | \$350.00 |

| | OCTOBER 2007 COMPARE | | October 2008 | | | | |
|----------------|-------------------------|-------|--------------|-------|--|-------|--|
| TOTAL CENSUS | 4,263 | | 4,152 | | | | |
| AVERAGE CENSUS | | 137.1 | | 133.9 | | 137.0 | |

| MEDICARE B REVENUE | | | | | | | |
|--------------------|-------------------------|--|-------------|--|-------------|--|-----------|
| | OCTOBER 2007 COMPARE | | ACTUAL | | BUDGETED | | VARIANCE |
| | \$18,207.15 | | \$36,911.17 | | \$37,019.27 | | -\$108.10 |

TOTAL MONTHLY REVENUE VARIANCE \$14,688

TOTAL REVENUE YTD SURPLUS/SHORTFALL (\$88,281.00)

October 30,

Revenue Review thru 10/31/2008

| | Budget | 4mth Budget | YTD | Variance | |
|-------------------------|-----------|-------------|-----------|-----------|------------------------|
| Medicaid | 5,783,625 | 1,949,002 | 1,868,689 | (80,313) | |
| Private | 1,421,675 | 479,085 | 571,910 | 92,825 | |
| Insurance | - | - | 24,420 | 24,420 | |
| Respite (HCBC) | 5,000 | 1,685 | 2,565 | 880 | |
| Medicaid Assess | 1,631,068 | 407,767 | 404,478 | (3,289) | Based on Qtrly Payment |
| Medicare Part B (Total) | 435,872 | 146,883 | 127,029 | (19,853) | |
| Medicare Part A | 2,040,350 | 687,570 | 584,620 | (102,950) | |
| Net Variance | | | | (88,281) | |
| Misc Income | - | - | 6,951 | 6,951 | |
| Laundry | 70,000 | 23,589 | 19,870 | (3,719) | |
| Cafeteria | 12,000 | 4,044 | 4,939 | 896 | |
| Meals | 371,664 | 125,246 | 127,496 | 2,250 | |
| YTD Variance | | | 3,742,968 | (81,903) | |
| Med B Exp | 340,000 | 114,575 | 103,505 | (11,070) | |
| Net Rev | 95,872 | 32,308 | 23,524 | (8,783) | |

Sullivan County

APPENDIX D.3

Dodis Monthly Revenue - Entire Budget

From Date: 10/1/2008

To Date: 10/31/2008

Fiscal Year: 2008-2009

Include pre encumbrance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

| Account Number | Description | 08-09 GL Bud | Range To Date | YTD | Balance | Encumbrance | Budget Balance | % Bud |
|----------------|--------------------------------|-------------------|------------------|------------------|------------------|-------------|------------------|---------|
| 40.097.03013 | MHCO TRANSFER FROM GEN.FUND-AU | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.04008 | INSURANCE REFUND | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.04020 | GRANT REVENUE: NHDES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05019 | NURSING HOME REV. AUDIT RECLAS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05020 | INTEREST INCOME | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05021 | INCOME STATE WELFARE | (\$5,783,625.00) | (\$495,097.99) | (\$1,868,689.23) | (\$3,914,935.77) | \$0.00 | (\$3,914,935.77) | 67.63% |
| 40.097.05022 | INCOME FROM PRIVATE | (\$1,421,675.00) | (\$119,995.00) | (\$571,910.00) | (\$849,765.00) | \$0.00 | (\$849,765.00) | 59.77% |
| 40.097.05023 | PRIVATE INSURANCE REVENUE | \$0.00 | (\$9,020.00) | (\$24,420.00) | \$24,420.00 | \$0.00 | \$24,420.00 | 0.00% |
| 40.097.05024 | CAFETERIA INCOME | (\$12,000.00) | (\$1,193.97) | (\$4,939.42) | (\$7,060.58) | \$0.00 | (\$7,060.58) | 58.84% |
| 40.097.05025 | BAD DEBTS RECOVERED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05026 | MISCELLANEOUS INCOME | \$0.00 | (\$163.40) | (\$6,951.97) | \$6,951.97 | \$0.00 | \$6,951.97 | 0.00% |
| 40.097.05027 | MEDICARE PART A REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05028 | RENT INCOME | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05029 | MEDICARE C/A | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05030 | LAUNDRY REVENUE: SCHH | (\$70,000.00) | \$0.00 | (\$19,870.16) | (\$50,129.84) | \$0.00 | (\$50,129.84) | 71.61% |
| 40.097.05031 | RESPIRE CARE: PRIVATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05032 | MAPLE HILL-WELFARE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05033 | ADMINISTRATIVE SERVICES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05034 | MEALS REIMBURSEMENT | (\$371,664.00) | (\$61,944.00) | (\$127,496.02) | (\$244,167.98) | \$0.00 | (\$244,167.98) | 65.70% |
| 40.097.05035 | PRIOR YEAR ENCUMBRANCES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05036 | PRIOR YEAR SURPLUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05037 | RESPIRE CARE: HCBC | (\$5,000.00) | \$0.00 | (\$2,565.12) | (\$2,434.88) | \$0.00 | (\$2,434.88) | 48.70% |
| 40.097.05038 | PROPORTIONMENT SHARE FUND | (\$500,000.00) | \$0.00 | \$0.00 | (\$500,000.00) | \$0.00 | (\$500,000.00) | 100.00% |
| 40.097.05039 | MEDICAID ASSESSMENT | (\$1,631,068.00) | (\$404,477.56) | (\$404,477.56) | (\$1,226,590.44) | \$0.00 | (\$1,226,590.44) | 75.20% |
| 40.097.05040 | MEDICARE PART B PT REVENUE | (\$218,000.00) | (\$37,486.22) | (\$127,529.48) | (\$90,470.52) | \$0.00 | (\$90,470.52) | 41.50% |
| 40.097.05041 | MEDICARE PART B OT REVENUE | (\$173,000.00) | \$500.00 | \$500.00 | (\$173,500.00) | \$0.00 | (\$173,500.00) | 100.29% |
| 40.097.05042 | MEDICARE PART B SPEECH REVENU | (\$44,872.00) | \$0.00 | \$0.00 | (\$44,872.00) | \$0.00 | (\$44,872.00) | 100.00% |
| 40.097.05050 | MEDICARE PART A: ROOM RATE RE | (\$2,040,350.00) | (\$173,757.56) | (\$584,619.99) | (\$1,455,730.01) | \$0.00 | (\$1,455,730.01) | 71.35% |
| 40.097.05051 | MEDICARE PART A: PT REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05052 | MEDICARE PART A: OT REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05053 | MEDICARE PART A: SPEECH REV. | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05054 | MEDICARE PART A: XRAY REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05055 | MEDICARE PART A: LAB REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05056 | MEDICARE PART A: AMBULANCE RE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.05057 | MEDICARE PART A: PHARMACY REV | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.06045 | NHDES SEWER GRANT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 40.097.06060 | CONTRA REVENUE: SCHC | \$1,000,000.00 | \$0.00 | \$0.00 | \$1,000,000.00 | \$0.00 | \$1,000,000.00 | 100.00% |
| 40.530.04013 | COUNTY FUNCTION/HOLIDAY EVENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | Fund: HEALTH CARE - 40 | (\$11,271,254.00) | (\$1,302,635.70) | (\$3,742,968.95) | (\$7,528,285.05) | \$0.00 | (\$7,528,285.05) | 66.79% |

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-08 | 4836 | 2876 | 71.67% | 785 | 19.56% | 348 | 8.67% | 4 | 0.10% | 0 | 0.00% | 0 | 0.00% | 4013 | 82.98% |
| Aug-08 | 4836 | 3034 | 74.88% | 712 | 17.57% | 286 | 7.06% | 12 | 0.30% | 8 | 0.20% | 0 | 0.00% | 4052 | 83.79% |
| Sep-08 | 4680 | 2916 | 73.52% | 694 | 17.50% | 319 | 8.04% | 1 | 0.03% | 36 | 0.91% | 0 | 0.00% | 3966 | 84.74% |
| 1ST QUARTER | 14,352 | 8,826 | 73.36% | 2,191 | 18.21% | 953 | 7.92% | 17 | 0.14% | 44 | 0.37% | 0 | 0.00% | 12,031 | 83.84% |
| Oct-08 | 4836 | 3117 | 75.07% | 654 | 15.75% | 353 | 8.50% | 0 | 0.00% | 28 | 0.67% | 0 | 0.00% | 4152 | 85.86% |
| Nov-08 | 4680 | | #DIV/0! | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| Dec-08 | 4836 | | #DIV/0! | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| 2ND QUARTER | 14,352 | 3,117 | #DIV/0! | 654 | #DIV/0! | 353 | #DIV/0! | 0 | #DIV/0! | 28 | #DIV/0! | 0 | #DIV/0! | 4,152 | 28.62% |
| Jan-09 | 4836 | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| Feb-09 | 4368 | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| Mar-09 | 4836 | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| 3RD QUARTER | 14,040 | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| Apr-09 | 4680 | | #DIV/0! | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| May-09 | 4836 | | #DIV/0! | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| Jun-09 | 4680 | | #DIV/0! | | #DIV/0! | | #DIV/0! | | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| 4TH QUARTER | 14,196 | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | 0 | #DIV/0! | | #DIV/0! | 0 | 0.00% |
| FY '09 TOTAL | 56,940 | 11,943 | 21% | 2,845 | 5.00% | 1,306 | 2.29% | 17 | 0.03% | 72 | 0.13% | 0 | 0.00% | 16,183 | 84.34% |
| YTD AVG. | | 96.3 | | 22.9 | | 10.5 | | | | | | | | 130.5 | |

RESIDENT CENSUS - FY 08

| | TOTAL DAYS | MEDICAID | | PRIVATE | | SKILLED | | HCBC | | PRIVATE | | LEAVE | | TOTAL DAYS | |
|---------------------|---------------|---------------|---------------|--------------|---------------|--------------|--------------|-----------|--------------|----------|--------------|----------|--------------|---------------|---------------|
| | AVAILABLE | DAYS | | DAYS | | DAYS | | RESPITE | | RESPITE | | DAYS | | FILLED | |
| 1ST QUARTER | 14,352 | 9,823 | 80.70% | 1,489 | 14.27% | 854 | 7.02% | 6 | 0.05% | 0 | 0.00% | 0 | 0.00% | 12,172 | 84.82% |
| 2ND QUARTER | 14,352 | 9,273 | 77.02% | 1,560 | 12.83% | 1,435 | 11.67% | 9 | 0.07% | 0 | 0.00% | 3 | 0.02% | 12,293 | 85.64% |
| 3RD QUARTER | 14,040 | 9,231 | 75.89% | 1,821 | 11.46% | 1,081 | 12.48% | 0 | 0.17% | 0 | 0.00% | 0 | 0.05% | 12,133 | 85.47% |
| 4TH QUARTER | 14,196 | 8,761 | 79.34% | 2,054 | 13.21% | 986 | 6.79% | 20 | 0.42% | 0 | 0.25% | 0 | 0.00% | 11,821 | 83.27% |
| FY '08 TOTAL | 57,096 | 37,088 | 74.00% | 6,924 | 12.28% | 4,356 | 8.58% | 35 | 0.44% | 0 | 0.06% | 3 | 0.02% | 48,419 | 84.80% |
| AVGERAGE | | 101.6 | | 19.0 | | 11.9 | | | | | | | | 132.7 | |

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

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| | Oct 2008 | Sep 2008 | Aug 2008 | Jul 2008 | Jun 2008 | May 2008 | Apr 2008 | Mar 2008 | Feb 2008 | Jan 2008 | Dec 2007 | Nov 2007 | 12 Mos. | Calendar YTD |
|---|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|--------------|
| Total Admits & Readmits (All payer types) | 14 | 12 | 14 | 15 | 11 | 12 | 11 | 13 | 11 | 15 | 11 | 16 | 155 | 128 |
| MCR # Admits & Readmits | 8 | 8 | 7 | 8 | 6 | 9 | 5 | 9 | 6 | 11 | 7 | 10 | 94 | 77 |
| MCR # Discharges from facility | 3 | 6 | 3 | 2 | 3 | 3 | 4 | 4 | 2 | 6 | 4 | 5 | 45 | 36 |
| MCR Discharged LOS | 15.3 | 30.5 | 12.3 | 9.0 | 45.3 | 35.7 | 36.8 | 24.3 | 37.5 | 21.5 | 31.8 | 11.4 | 25.8 | 27.1 |
| MCR # End or A/R Change | 3 | 5 | 5 | 7 | 2 | 4 | 5 | 3 | 4 | 8 | 5 | 4 | 55 | 46 |
| MCR End or A/R Change LOS | 63.7 | 42.2 | 65.0 | 55.4 | 41.0 | 52.0 | 77.2 | 39.7 | 55.5 | 76.5 | 69.8 | 45.0 | 59.5 | 59.7 |
| Total Average MCR LOS | 39.5 | 35.8 | 45.3 | 45.1 | 43.6 | 45.0 | 59.2 | 30.9 | 49.5 | 52.9 | 52.9 | 26.3 | 44.3 | 45.4 |
| Total MCR Days | 353 | 319 | 286 | 348 | 306 | 328 | 300 | 340 | 341 | 390 | 485 | 491 | 4287 | 3311 |
| Rehab RUGs | 299 | 269 | 244 | 268 | 254 | 316 | 265 | 324 | 276 | 277 | 402 | 425 | 3619 | 2792 |
| % of Total MCR Days | 85% | 85% | 86% | 77% | 83% | 96% | 88% | 95% | 81% | 71% | 83% | 87% | 85% | 84% |
| Non-Rehab RUGs | 54 | 46 | 41 | 80 | 52 | 12 | 35 | 16 | 65 | 113 | 83 | 66 | 663 | 514 |
| % of Total MCR Days | 15% | 15% | 14% | 23% | 17% | 4% | 12% | 5% | 19% | 29% | 17% | 13% | 15% | 16% |
| Default Days | | | | | | | | | | | | | | |
| % of Total MCR Days | | | | | | | | | | | | | | |
| A ADL (low dependency) | 77 | 81 | 77 | 53 | 43 | 78 | 101 | 92 | 64 | 74 | 101 | 77 | 918 | 740 |
| % of Total MCR Days | 22% | 26% | 27% | 15% | 14% | 24% | 34% | 27% | 19% | 19% | 21% | 16% | 21% | 22% |
| B ADL (medium dependency) | 167 | 150 | 79 | 125 | 31 | 52 | 91 | 64 | 78 | 140 | 176 | 220 | 1373 | 977 |
| % of Total MCR Days | 47% | 48% | 28% | 36% | 10% | 16% | 30% | 19% | 23% | 36% | 36% | 45% | 32% | 30% |
| C ADL (high dependency) | 109 | 84 | 129 | 170 | 232 | 198 | 108 | 184 | 199 | 176 | 208 | 194 | 1991 | 1589 |
| % of Total MCR Days | 31% | 27% | 45% | 49% | 76% | 60% | 36% | 54% | 58% | 45% | 43% | 40% | 46% | 48% |
| Medicare Net Revenue | \$ 173,813 | \$ 140,739 | \$ 127,743 | \$ 158,726 | \$ 142,666 | \$ 155,864 | \$ 140,232 | \$ 175,900 | \$ 170,219 | \$ 170,843 | \$ 218,025 | \$ 227,597 | \$ 2,002,367 | \$ 1,556,745 |

Note: This report includes only the selection criteria listed below.
Effective Date From 10/1/2008 Thru 10/31/2008

APPENDIX D.6.

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

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| <i>Total From/To</i> | <i>Admissions</i> | <i>Discharges</i> |
|----------------------|-------------------|-------------------|
| Unknown | | 1 |
| Acute care hospital | 7 | |
| Assisted Living | 1 | |
| Expired | | 1 |
| Home | | 2 |
| Hospital | 4 | 3 |
| Nursing home | 1 | |
| Private home/apartme | 1 | |
| <i>Total</i> | <u>14</u> | <u>7</u> |

Note: This report includes only the selection criteria listed below.
 Effective Date From 10/1/2008 Thru 10/31/2008

APPENDIX D.7

Summary Admission / Discharge List

Sullivan County Health Care (SC)

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 RI6300B

| <i>A/R Type</i> | <i>From/To</i> | <i>Admissions</i> | <i>Discharges</i> |
|-----------------|----------------------|-------------------|-------------------|
| INS | Acute care hospital | 1 | |
| | Hospital | 1 | |
| | <i>INS Subtotal</i> | <u>2</u> | <u> </u> |
| MCD | Acute care hospital | 1 | |
| | Assisted Living | 1 | |
| | Hospital | | 2 |
| | <i>MCD Subtotal</i> | <u>2</u> | <u>2</u> |
| MRA | Unknown | | 1 |
| | Acute care hospital | 5 | |
| | Home | | 2 |
| | Hospital | 3 | |
| | <i>MRA Subtotal</i> | <u>8</u> | <u>3</u> |
| PVT | Expired | | 1 |
| | Hospital | | 1 |
| | Nursing home | 1 | |
| | Private home/apartme | 1 | |
| | <i>PVT Subtotal</i> | <u>2</u> | <u>2</u> |
| | <i>Total</i> | <u>14</u> | <u>7</u> |

Summary Admission / Discharge List

Sullivan County Health Care (SC)

| <i>A/R Type</i> | <i>From/To</i> | <i>Admissions</i> | <i>Discharges</i> |
|-----------------|----------------------|-------------------|-------------------|
| HCB | Home | 2 | 3 |
| | Private home/apartme | 1 | |
| | <i>HCB Subtotal</i> | <u>3</u> | <u>3</u> |
| INS | Acute care hospital | 3 | |
| | Home | | 1 |
| | Hospital | 2 | 2 |
| | <i>INS Subtotal</i> | <u>5</u> | <u>3</u> |
| MCD | Acute care hospital | 1 | |
| | Assisted Living | 1 | 1 |
| | Expired | | 4 |
| | Home | 1 | 1 |
| | Hospital | 6 | 14 |
| | Private home/apartme | 1 | |
| | Psychiatric hospital | 1 | |
| | <i>MCD Subtotal</i> | <u>11</u> | <u>20</u> |
| MRA | Unknown | | 1 |
| | Acute care hospital | 11 | |
| | Expired | | 2 |
| | Home | 1 | 6 |
| | Hospital | 19 | 5 |
| | Nursing Home | | 1 |
| | <i>MRA Subtotal</i> | <u>31</u> | <u>15</u> |
| PVT | Expired | | 2 |
| | Home | 2 | 4 |
| | Hospital | | 2 |
| | Nursing home | 1 | |
| | Private home/apartme | 2 | |
| | <i>PVT Subtotal</i> | <u>5</u> | <u>8</u> |
| <i>Total</i> | | <u>55</u> | <u>49</u> |

Note: This report includes only the selection criteria listed below.
Effective Date From 7/1/2008 Thru 10/31/2008

APPENDIX D.9.

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

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RI6300C

| <i>Total From/To</i> | <i>Admissions</i> | <i>Discharges</i> |
|----------------------|-------------------|-------------------|
| Unknown | | 1 |
| Acute care hospital | 15 | |
| Assisted Living | 1 | 1 |
| Expired | | 8 |
| Home | 6 | 15 |
| Hospital | 27 | 23 |
| Nursing home | 1 | |
| Nursing Home | | 1 |
| Private home/apartme | 4 | |
| Psychiatric hospital | 1 | |
| <i>Total</i> | <u>55</u> | <u>49</u> |

Month-end Aged Analysis
 Sullivan County Health Care (SC)
 For the Month of Oct, 2008

Resident (Res #) (Discharge Date)

| Type Balance | Oct | Sep | Aug | Jul | Jun | May | Apr | Mar | Feb | Jan | Dec | Nov | Oct | Balance |
|------------------------------|-------------------|-------------------|------------------|------------------|-------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|---------------------|
| Aged Analysis Summary | | | | | | | | | | | | | | |
| HCB | | 160.32 | 320.64 | 641.28 | 2,404.80 | | | | | | | | 7,552.26 | 10,438.02 |
| INS | 26,081.29 | 21,496.64 | 8,396.46 | 6,733.19 | 7,053.73 | 10,564.08 | 22,931.30 | 12,601.18 | 9,590.62 | 10,817.65 | 8,784.56 | 11,862.06 | 129,317.01 | 286,229.77 |
| MCD | 395,022.43 | 48,877.93 | 45,168.65 | 28,075.97 | 26,011.02 | 28,978.40 | 24,592.31 | 20,836.12 | 13,175.41 | 15,470.45 | 20,026.02 | 5,547.07 | 97,757.13 | 769,538.91 |
| MCP | | | | | | | | | | | | | | |
| MRA | 145,013.41 | 21,669.61 | 29,671.67 | 16,276.67 | 16,105.26 | 26,760.54 | 11,112.25 | 953.07 | 18,191.37 | 9,206.77 | 509.45 | 262.50 | 25,790.29 | 320,997.66 |
| MRB | 29,528.95 | 21,068.93 | 14,059.16 | 10,764.99 | 17,216.34 | 20,586.89 | 13,030.51 | 11,596.78 | 23,487.06 | 6,026.14 | 5,025.87 | 5,599.85 | 94,131.07 | 272,122.64 |
| MXA | 10,268.89 | 16,767.78 | 13,269.36 | 11,293.63 | 15,503.85 | 6,346.04 | 1,792.00 | 1,516.64 | 2,982.73 | 10,685.00 | 8,550.64 | 474.46 | 110,380.50 | 209,341.52 |
| MXB | 4,669.53 | 2,964.25 | 533.74 | 5.07 | 61.57 | 1,588.62 | 1,946.02 | 2,115.55 | 1,816.19 | 809.57 | 932.70 | 551.75 | 17,719.82 | 35,591.14 |
| PVT | 9,350.00 | 62,116.00 | 28,949.70 | 5,836.79 | 32,266.59 | 10,978.92 | 10,656.60 | 12,331.49 | 2,062.63 | 8,564.00 | 5,777.00 | 910.00 | 50,531.49 | 146,095.25 |
| RES | 18,415.32 | 15,351.84 | 30,838.51 | 2,222.46 | 2,669.38 | 2,691.75 | 3,990.38 | 2,619.54 | 1,235.30 | 2,610.51 | 1,289.81 | 43.61 | 25,326.94 | 19,154.09 |
| PHC | | | | | | | | | | | | | 375.00 | 375.00 |
| Totals: | 638,349.82 | 210,473.30 | 50,990.19 | 65,731.55 | 113,830.64 | 103,111.64 | 82,070.61 | 34,668.31 | 71,941.31 | 64,190.09 | 50,996.05 | 24,639.08 | 558,141.51 | 2,069,134.10 |
| | 30.85% | 10.17% | 2.46% | 3.18% | 5.50% | 4.98% | 3.97% | 1.68% | 3.48% | 3.10% | 2.46% | 1.19% | 26.97% | 100.00% |

APPENDIX D. II.

| | RN Hrs | RN \$ | Avg RN Rate | LPN Hrs | LPN \$ | Avg LPN Rate | LNA Hrs | LNA \$ | Avg LNA Rate | Month hrs | Monthly Totals | Avg Rate |
|--------------|---------|----------|----------------|---------|-----------|-----------------|----------|-----------|-----------------|-----------|----------------|----------|
| July | 582.25 | 27138.87 | 46.61 | 804.25 | 35485.66 | 44.12 | 3359.5 | 84212.00 | 25.07 | 4,746 | \$ 146,837 | 30.94 |
| August | 279.75 | 12912.24 | 46.16 | 566.75 | 25078.76 | 44.25 | 1507.75 | 44888.15 | 29.77 | 2,354 | \$ 82,879 | 35.20 |
| Sept | 598.75 | 22593.71 | 37.73 | 1101.50 | 47509.59 | 43.13 | 4660.25 | 119904.51 | 25.73 | 6,361 | \$ 190,008 | 29.87 |
| Qtrly Totals | 1460.75 | 62644.82 | 42.89 | 2472.5 | 108074.01 | 43.71 | 9527.5 | 249004.66 | 26.14 | 13,461 | \$ 419,723 | 31.18 |
| October | 269.7 | 13030.58 | 48.32 | 768 | 39787.56 | 51.81 | 2501.75 | 66633.4 | 26.63 | 3,539 | \$ 119,452 | 33.75 |
| YTD Totals | 1730.45 | 75675.4 | 43.73 | 3240.5 | 147861.57 | 45.63 | 12029.25 | 315638.06 | 26.24 | 17000.2 | \$ 539,175 | 31.72 |