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At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

3.10.2023 Executive Committee Meeting Minutes
Primex
10:00 AM

I. Call to order

- a. Commissioner Piper calls the meeting to order at 10:02 AM finding a quorum fit to conduct business.
- b. Ms. Horgan calls the roll: Commissioner Omer Ahern, Jr. (via Commissioner Piper proxy), Administrator Lynn Beede (via Superintendent Champagne proxy), Director Mary Bourque (via Director Snide proxy), Superintendent Ben Champagne, Administrator Chris Coates (via Administrator Kindopp proxy), Treasurer Suzanne Collins (via Superintendent Champagne proxy), Administrator Ross Cunningham (via Director Lewko proxy), Superintendent Travis Cushman (via Director Lewko proxy), Superintendent Sean Eldridge, Commissioner Robert Englund, Administrator Derek Ferland (via Director Snide proxy), Administrator Jennifer Fish (via Superintendent Champagne proxy), Superintendent Jason Henry, Administrator Kathryn Kindopp, Attorney Carolyn Kirby, Director Alison Kivikoski, Administrator Matt Lagos (via Director Snide proxy), Director Sara Lewko, Director Linda Matchett, Commissioner Terry McCarthy (via Major Patrick Bachelder proxy), Administrator Laura Mills (via Superintendent Champagne proxy), Administrator Chad Monier, Administrator Heather Moquin (via Director Lewko proxy), Commissioner Ben Nelson (via Director Snide proxy), Director Chuck Nickerson, Commissioner Toni Pappas, Commissioner Wendy Piper, Administrator David Ross (via Commissioner Pappas proxy), Commissioner Bob Rowe, Director Hilary Snide, Register Cathy Stacey, Commissioner Stuart Trachy (via Director Lewko proxy) of the NHAC (New Hampshire Association of Counties) Executive Committee. Ms. Danielle Duchesne, Ms. Kate Horgan, and Mr. Jim Monahan of the Dupont Group. Mr. David Witham of the public.

II. Pledge of Allegiance

- a. No American flag present – no Pledge of Allegiance.

III. Presentation from Primex - David Witham

- a. Commissioner Piper presents David Witham, representing the 2022 Conference Keynote Sponsor, Primex. Mr. Witham presents “Workers’ Compensation and

Property-Liability.” The slide deck will be shared with the group and can be further shared within the counties.

- b. Mr. Witham offers analysis for counties’ departments upon request, as well as his email address, dwitham@nhprimex.org.

IV. Approval of past meeting minutes (February 17, 2023)

- a. Commissioner Piper presents the minutes from the February 17 meeting of the Executive Committee. Register Stacey makes a **MOTION** to approve the minutes. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Financial Update – Chuck Nickerson

- a. Treasurer Nickerson provides a financial update and explains that only three counties’ dues are left to be collected. Director Nickerson also explains that some expenses have been incurred but may not yet appear in the report. In the future, Director Nickerson plans to present a cash reconciliation. Superintendent Henry makes a **MOTION** to accept the financial report. Register Stacey **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Executive Committee appointments

- a. Ms. Horgan explains that since the last meeting of the Executive Committee, Belknap County has submitted their appointments: Commissioner Steve Hodges, Commissioner Peter Spanos, Commissioner Glen Waring, Administrator Debra Shackett, and Administrator Shelley Richardson.
- b. Ms. Horgan explains that since the last meeting of the Executive Committee, Carroll County has submitted their appointments: Commissioner Terry McCarthy, Commissioner Matthew Plache, Superintendent Sean Eldridge, Mountain View Community Administrator Dee Brown, Human Resources Director Linda Matchett.
- c. Ms. Horgan explains that there are no vacancies on the Executive Committee.

VII. Recommendation of a representative to serve on the NH Retirement System Board

- a. Commissioner Piper explains that at the January 20 meeting of the Executive Committee, Administrator Coates explained that he submitted a letter of resignation to Governor Sununu as trustee from the New Hampshire Retirement System Board. His last meeting on the Board was in February. Ms. Horgan explains that the Association may submit a recommendation for the position. Superintendent Jason Henry and Administrator Ross Cunningham have volunteered to fill the vacancy.
- b. Superintendent Champagne makes a **MOTION** to recommend Superintendent Jason Henry and Administrator Ross Cunningham to serve on the New Hampshire Retirement System Board of Trustees. Register Stacey **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Annual Conference

- a. Ms. Duchesne explains that she has created a draft schedule, draft budget, has confirmed hotel details, and has sent out a save the date. Cheshire County will meet with Dupont Group staff on Monday, March 13 to discuss more in-depth

planning. Ms. Duchesne explains that folks should stay tuned to nhcounties.org/annual-conference for Conference details.

IX. Awards Committee formation

- a. Commissioner Piper calls for a special committee to be created called the “Awards Committee” with the purpose of designing and implementing a program to recognize county employees, appointed, and elected officials as well as other people as appropriate. The Committee will be made up of one representative per county and members shall serve on the Committee until the conclusion of the awards presentation. Any member of the Executive Committee may serve on the Awards Committee.
- b. The following nominations are taken from the floor: Superintendent Sean Eldridge (Carroll), Commissioner Bob Englund (Cheshire), Superintendent Ben Champagne (Coos), Administrator Julie Libby (Grafton), Commissioner Toni Pappas (Hillsborough), Director Sara Lewko (Merrimack), Alison Kivikoski (Rockingham), Administrator Ray Bower (Strafford), and Director Hillary Snide (Sullivan). There was no representative from Belknap named.
- c. Attorney Kirby makes a **MOTION** to approve the nominations from the floor. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

X. County-State Finance Committee update – David Ross

- a. Administrator Ross explains that the next meeting of the Committee will soon be scheduled to discuss HB 2. Mr. Monahan explains that he has put the meeting on the radar of the DHHS Commissioner.

XI. State Government updates

- a. Mr. Monahan reviews HB 2, the State budget. Mr. Monahan explains the timeline: the Governor submitted the budget on February 14; a public hearing will take place on March 13, voting on March 23; on the House floor on March 30. Mr. Monahan explains that there is currently a \$500,000,000 surplus, much of which will go towards infrastructure projects.
- b. Mr. Monahan explains that the county cap is found in HB 1 and HB 2. The county cap language included in HB 2 is what was expected; however, an amendment regarding a 0% increase in the county cap is in the works.
- c. Ms. Horgan explains that she has sent the legislative report for review. Ms. Horgan highlights the following: HB 527 (reimbursement for assisted living facilities in Strafford County); an amendment has been proposed for HB 496 and will be exec'd next week; HB 215 (med-tech bill reimbursement) is ought to pass on the consent calendar; an amendment to HB 68 (adopting real property transfer on death act) has passed; HB 284 (not originally a priority bill regarding non-controversial information for rejected contracts) is now on the consent calendar. Ms. Horgan explains she has recently learned that a giant rewrite of retirement bill HB 436 is going to be retained in Division 1 of the House Finance Committee. Ms. Horgan reports the following priority bills on the floor: HB 647 (private cause of action) is tabled; HB 51 (regarding town warrants) is inexpedient to legislate; HB 485 (deputy animal control) is tabled in the House; SB 209 (feminine hygiene products bill) passed with amendment. Next week: the Senate is starting to have hearings on House budget bills.

XII. Affiliate updates

- a. Corrections: Superintendent Henry explains that the next meeting of the Affiliate is scheduled for March 24. Superintendent Henry also explains that eighteen cadets are slated to attend the next Academy that will start this month.
- b. Commissioners Council: Commissioner Pappas explains that the Council has not met since the last meeting of the Executive Committee so there is no update.
- c. County Attorneys: Attorney Hornick explains that she has been elected as the new Affiliate President. She explains that bail reform legislation is on the Affiliate's radar.
- d. Deeds: Register Stacey explains that the Affiliate will meet next on April 12 and has not met since the last meeting of the Executive Committee.
- e. Sheriffs: No report.
- f. Human Resources: Director Kivikoski explains that the next meeting of the Affiliate will feature a training on how to support LGBTQ+ employees. She also explains that an invitation will go out to the Association as the training can be offered to up to fifty people.
- g. Administrators: Director Nickerson explains that the administrators are paying attention to the county cap, GOFERR funds, the emergency equipment application, and energy efficiency program funds. The NH Department of Energy is hosting a webinar and Ms. Horgan will share that invitation with those who would like to attend.
- h. Nursing Homes: Administrator Kindopp explains that the Affiliate still meets biweekly. She explains that the nursing homes are still dealing with regular testing and other COVID-19 requirements. The Affiliate is monitoring CMS rules regarding minimum staffing hour requirements despite staffing shortages. Administrator Kindopp explains that the nursing homes have had to close beds because of the staffing shortage.

XIII. Other business

- a. Commissioner Chirichiello explains that he will share his notes with the Executive Committee regarding his meetings with Congressional offices while attending the National Association of Counties' (NACo) Legislative Conference in Washington, DC. Commissioner Piper explains that NACo programming provided her with many updates regarding federal programs for counties. Commissioner Piper explains that the Medicaid Inmate Exclusion Policy has not progressed but that there has been a development in California where Medicaid might be able to support folks for 30 days before release from a correctional facility.
- b. Ms. Horgan explains that Kilpatrick, the Association's information technology provider, suggests that the Association move from cloud-based programs to Office 360 to allow for a more accessible QuickBooks program. Superintendent Henry makes a **MOTION** to make the change to Office 360. Commissioner Rowe **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XIV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, April 21
 - ii. Friday, May 19
 - iii. Friday, June 16

- iv. Friday, September 15
- v. Friday, October 20
- vi. Friday, November 17
- vii. Friday, December 15

XV. Adjournment

- a. Superintendent Henry makes a **MOTION** to adjourn the meeting. Director Kivikoski **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on March 10, 2023.

Minutes approved on April 21, 2023.