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Grafton County Commissioner

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Rockingham County Register of Deeds

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Chris Coates
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Immediate Past President
Chuck Weed
Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

3.15.2024 Executive Committee Meeting Minutes

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: Administrator Kathryn Kindopp (via Commissioner Englund proxy), Director Sheryl Trombly (via Commissioner Englund proxy), Treasurer Chuck Weed (via Commissioner Englund proxy), Administrator Chad Monier (via Commissioner Pappas proxy), Administrator David Ross (via Commissioner Pappas proxy), Administrator Ray Bower (via Commissioner Pappas proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Commissioner Deanna Rollo (via Commissioner Pappas proxy), Commissioner Robert Watson (via Commissioner Pappas proxy), Dr. Tory Jennison (via Commissioner Pappas proxy), Administrator Craig Labore (via Commissioner Piper proxy, virtual), Administrator Derek Ferland (via Director Snide proxy), Commissioner Ben Nelson (via Director Snide proxy), Administrator Julie Libby (via Holly Burbank proxy, virtual), Director Linda Matchett (via Superintendent Eldridge proxy), Administrator Chris Coates (virtual), Superintendent Ben Champagne (virtual), Commissioner Omer Ahern, Jr. (virtual), Director Mary Bourque (virtual), Superintendent Sean Eldridge, Commissioner Terry McCarthy, Commissioner Robert Englund, Commissioner Wendy Piper, Commissioner Toni Pappas, Attorney Carolyn Kirby, Administrator Ross Cunningham, Director Sara Lewko, Commissioner Stuart Trachy, Superintendent Travis Cushman, Superintendent Jason Henry, Director Alison Kivikoski, Director Chuck Nickerson, Commissioner Brian Chirichiello, Administrator Matt Lagos, Director Hilary Snide of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group. Paul Chiarantona of the UNH Cooperative Extension, Affiliate Member.

II. Pledge of Allegiance

- a. Commissioner Piper leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (February 16, 2024)

- a. Commissioner Piper presents the minutes from the February 16 meeting of the Committee. Superintendent Henry makes a **MOTION** to approve the minutes.

Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. Financial Update – Chuck Nickerson

- a. Treasurer Nickerson provides a financial update and explains final expenses are coming in for the Legislative Conference, however the expenses are under budget. Revenue is currently double expenses. Director Nickerson explains that the accounting expense line is a little high due to the W9 forms that the Association has needed to produce. Administrator Cunningham makes a **MOTION** to accept the financial report. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. Corrections Affiliate Request for Legal Counsel

- a. Superintendent Henry explains that an individual would like to be recertified, however, there is a conflict with the language of the Certification Board rules. Superintendent Henry requests permission to utilize the \$1,000 in the legal line of the Association's budget to investigate the issue, however, it is unknown what the cost could be. Superintendent Eldridge makes a **MOTION** to approve such related expenditures. Administrator Cunningham **SECONDS** the **MOTION**. Superintendent Henry is unsure of how much this will cost. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Executive Committee appointments

- a. Carroll County has one vacancy and Stafford County will have one vacancy come April.

VII. NACo Leadership Academy agreement

- a. Ms. Horgan presents the NACo Leadership Academy agreement contract and explains that there are no changes as the agreement is an annual renewal. Administrator Cunningham makes a **MOTION** to approve the agreement following the recommendation of the Officers. Director Nickerson **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VIII. Bylaws Amendments – Administrator Chris Coates

- a. Administrator Coates presents the bylaws amendments adopted by the Bylaws Committee. These amendments will be up for a vote at the April Executive Committee meeting. Ms. Horgan explains that the changes will be sent out to the Executive Committee for a vote during the April meeting.

IX. NACo Travel Request – Commissioner Toni Pappas

- a. Commissioner Pappas requests that the Association pay for her airline, hotel, and ground transportation to the NACo Annual Conference in lieu of Register Stacey not attending the NACo Legislative Conference. Commissioner Trachy makes a **MOTION** to approve such expenditures. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

X. Legislative Conference Debrief

- a. Ms. Horgan provides an overview of the Legislative Conference and explains that roughly 75 people attended the event and the sponsors who did attend were happy with the event. The Conference made about \$6,000 for the Association. There was discussion to hold the event again in 2024.

XI. Annual Conference

- a. Superintendent Champagne explains that Coos county has toured the Mt. Washington Hotel with Association staff. Registration is still in the works.
- b. Ms. Duchesne asks for feedback on Rita Reynolds as a possible speaker at the Annual Conference following her presentation at the Legislative Conference. Members of the Executive Committee explained that the content was very interesting and that the style was interactive.
- c. Ms. Duchesne explains that the hotel requires a one-night, non-refundable deposit with each reservation.

XII. 2024 Awards Program

- a. Awards Committee Chair Commissioner Pappas explains that the Committee has considered changes to the awards categories and the following changes have been adopted: the Assisted Living Employee Award has been removed; the Nursing Home Employee Award has been renamed to the Long-Term Care Employee Award; the Information Technology Employee Award has been removed; and no new awards were added. Nominations are now open and will close on Friday, June 28. Find all awards information at nhcounties.org/awards. All awards will be presented during the Awards Banquet at the Annual Conference.
- b. Director Kivikoski recommends that the Committee reconsider returning the Assisted Living Employee Award to the slate of categories. Superintendent Champagne makes a **MOTION** to re-add the Assisted Living Employee Award. Superintendent Henry **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

XIII. County-State Finance Committee update

- a. Commissioner Piper explains that the Committee has not met since the last meeting of the Executive Committee and will meet next March 25, 2024.

XIV. State Government updates

- a. Ms. Horgan explains that Executive Sessions will be occurring more frequently. Next week on the floor HB 1640, qualified immunity standards, will be on the consent calendar. HB 1479, relative to prohibiting the use of federal, state, or local funds for lobbying activities is going to the floor with no recommendation. The Committee Amendment proposed by Rep. Hill, is far more expansive than the original bill. The Association will send out a Legislative Action Alert early next week. HB 1210 will also go to the floor with No Recommendation and will likely come down to turn out on both sides of the aisle. HB 1345, relative to the length of term for Coos County Officers is OTP, but Rep. Turcotte has spoken about rolling back the 4-year terms for Rockingham County, rather than expanding to other counties. HB 1414, relative to the Gunstock Area Commission and ski report is ITL 15-5.

XV. Affiliate updates

- a. Corrections: Superintendent Cushman explains that the next Corrections Academy will begin on March 25.
- b. Commissioners Council: No report.
- c. County Attorneys: No report.
- d. Deeds: No report.
- e. Sheriffs: No report.
- f. Human Resources: Director Kim May explains that the Affiliate will meet later today.
- g. Administrators: No report.
- h. Nursing Home: Administrator Lagos explains that the Affiliate will continue to meet virtually. In addition, nursing homes will meet with the State survey to discuss how those are conducted.

XVI. Other business

- a. Ms. Duchesne explains that the 50th Anniversary Planning Committee meeting will be held after the Executive Committee concludes.
- b. Ms. Duchesne asks members of the Executive Committee to please RSVP for meetings when prompted so that Association staff may ensure a quorum before gathering.

XVII. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, April 19, 2024
 - ii. Friday, May 17, 2024
 - iii. Friday, June 21, 2024
 - iv. Friday, Sept. 20, 2024
 - v. Friday, Oct. 18, 2024
 - vi. Friday, Nov. 15, 2024
 - vii. Friday, Dec. 20, 2024

XVIII. Adjournment

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

Minutes prepared by Danielle Duchesne on March 15, 2024.

Minutes approved on April 19, 2024.