

President
Wendy Piper
Grafton County Commissioner

Vice President
Cathy Stacey
Rockingham County Register of Deeds

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Chris Coates
Cheshire County Administrator



11 S Main St., Ste. 202
Concord, NH 03301

info@nhcounties.org
www.nhcounties.org

Immediate Past President
Chuck Weed
Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

9.22.2023 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: Commissioner Omer Ahern, Jr. (via Commissioner Piper proxy), Director Mary Bourque, Administrator Ray Bower (via Commissioner Pappas proxy), Administrator Mark Brady, Superintendent Ben Champagne (via Administrator Mark Brady proxy), Commissioner Brian Chirichiello, Administrator Chris Coates (via Commissioner Englund proxy), Administrator Ross Cunningham, Superintendent Travis Cushman, Superintendent Sean Eldridge (via Lt. Brian King proxy), Commissioner Robert Englund, Administrator Derek Ferland, Superintendent Jason Henry, Dr. Tory Jennison (via Commissioner Pappas proxy), Administrator Kathryn Kindopp (via Commissioner Englund proxy), Attorney Carolyn Kirby (via Commissioner Pappas proxy), Director Alison Kivikoski, Administrator Matt Lagos (via Director Bourque proxy), Commissioner George Maglaras (via Commissioner Pappas proxy), Director Linda Matchett, Administrator Laura Mills (via Administrator Mark Brady proxy), Commissioner Ben Nelson (via Director Bourque proxy), Director Chuck Nickerson, Commissioner Toni Pappas, Commissioner Wendy Piper, Commissioner Deanna Rollo (via Commissioner Pappas proxy), Administrator David Ross (via Commissioner Pappas proxy), Director Hilary Snide, Register Cathy Stacey, Commissioner Stuart Trachy (via Administrator Cunningham Proxy), Director Sheryl Trombly (via Commissioner Englund proxy), Commissioner Robert Watson (via Commissioner Pappas proxy), Treasurer Chuck Weed (via Commissioner Englund proxy) of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group. Paul Chiarantona of the UNH Cooperative Extension.

II. Pledge of Allegiance

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

III. Approval of past meeting minutes (June 16, 2023)

- a. Commissioner Piper presents the minutes from the June 16 meeting of the Committee. Register Stacey makes a **MOTION** to approve the minutes. Director

Kivikoski **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 that almost all annual dues are accounted for and notes that revenues from the Annual Conference look good. Director Nickerson explains revenues from the 120th Corrections Academy are not included in the report as it just recently concluded. Register Stacey makes a **MOTION** to accept the financial report. Commissioner Englund **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. NACo Edge Program – Tim Brown, NACo

- a. Tim Brown and Spencer Taylor provide information about the NACo Edge Program. The program offers financial solutions, employee benefits solutions, and procurement solutions. The presentation will be sent out to the Executive Committee. Tim Brown can be reached at tbrown@naco.org and Spencer Taylor can be reached at staylor@naco.org.

VI. Dupont Group Contract

- a. Jim Monahan explains that the Dupont Group Government Affairs contract will expire at the end of 2023.
- b. Dupont Group staff leave the room during the discussion.
- c. The Executive Committee would like to extend the Dupont Group contract for one year with a one-year option. The Executive Committee asks for a proposal to be offered by October 10 for consideration at the October meetings of the Officers and the Executive Committee.

VII. Executive Committee appointments

- a. Commissioner Piper explains that Carroll County has two vacancies.

VIII. NHAC Corrections Certification Board appointments

- a. According to Chapter 200, Section 200-B:1 (c) of the Code of Administrative Rules and Certification Standards for the County Corrections Officers, until the Executive Committee confirms Certification Board appointment, appointees will not have voting rights.
- b. On July 24, 2023, Belknap County nominated DoC Superintendent Michelle Wetherbee to the Corrections Certification Board. On September 19, 2023, Grafton County nominated Captain Christopher Kendall to the Corrections Certification Board.
- c. Superintendent Henry makes a **MOTION** to approve the nominations of Superintendent Michelle Wetherbee and Captain Christopher Kendall to the Certification Board. Register Stacey **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IX. Annual Conference

- a. Administrator Chris Coates explains that registrations, sponsorships, and revenues are looking good for Conference.

- b. Ms. Duchesne presents a video prepared by the Tuesday keynote speaker: www.nhcounties.org/2023-keynote
- c. Ms. Duchesne reminds the Committee that the hotel room block closes on September 29.

X. County-State Finance Committee update – David Ross

- a. Mr. Monahan explains that a planning meeting was recently held ahead of the next formal meeting of the Committee, coming up on October 25. Mr. Monahan explains that the counties will be at about 80% of the non-federal share. Other issues to be discussed are staffing and contract workers.

XI. State Government updates

- a. Ms. Horgan explains that she has sent emails regarding bill updates to the Legislative Committee, noting that bill language will likely not be out until November or December. Ms. Horgan highlights upcoming issues: cleaning up the protective custody statute, requirements for mental health examination upon admission to a jail, requirement for nursing homes to be licensed as a laboratory, and others.
- b. Register Stacey explains that the Legislative Committee will likely reconvene in November, with some position voting to take place at the December Executive Committee.
- c. Register Stacey provides a report on the Retirement Commission. The Committee meets on Thursdays at 1:00 PM. Register Stacey explains that discussions have focused on the group two retirement program.
- d. Director Bourque reports on the OSHA bill that would apply OSHA rules to public employees. Director Bourque testified on the matter that the regulations are too onerous without making the employee environment safer while costs and implementation hurdles are unknown.

XII. Affiliate updates

- a. Corrections: The 120th Academy graduation was held on Friday, September 15 and the 121st Academy will begin on September 25, 2023, dates are announced for Academies: 122nd will run March 25th to April 26th; 123rd will run from August 12th to September 13th; 124th will run from September 23rd to October 25th
- b. Commissioners Council: Ms. Horgan announced next meeting will be October 23rd at the NHAC Conference
- c. County Attorneys: No report.
- d. Deeds: Register Stacey reports that the Affiliate will meet next on October 18.
- e. Sheriffs: No report.
- f. Human Resources: Director Kivikoski reports that the Affiliate will meet again next week, and then again in November.
- g. Administrators: Director Nickerson reports that the administrators continue to meet bi-weekly and have discussed upcoming rate increases and upcoming funding opportunities.

XIII. Other business

- a. Ms. Duchesne explains that Sullivan County will bring the County Cup to the Annual Conference.

XIV. Next meeting

- a. The next meetings of the Executive Committee will be at Primex on:
 - i. Friday, Oct. 24 (at the Annual Conference in Manchester)
 - ii. Friday, Nov. 17
 - iii. Friday, Dec. 15
 - iv. Friday, Jan. 19, 2024
 - v. Friday, Feb. 16, 2024
 - vi. Friday, March 15, 2024
 - vii. Friday, April 19, 2024
 - viii. Friday, May 17, 2024
 - ix. Friday, June 21, 2024
 - x. Friday, Sept. 20, 2024
 - xi. Friday, Oct. 18, 2024
 - xii. Friday, Nov. 15, 2024
 - xiii. Friday, Dec. 20, 2024

XV. Adjournment

- a. Register Stacey makes a **MOTION** to adjourn the meeting. Commissioner Pappas **SECONDS** the **MOTION**. Commissioner Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on September 22, 2023.

Minutes approved on October 24, 2023.