

1.8.2021 Executive Committee Meeting Minutes

I. Call to order

- a. Piper calls the meeting to order at 10:01 AM finding a quorum fit to conduct business.
- b. Horgan calls the roll: Omer Ahern, Pat Bachelder, Ben Champagne, Chris Coates, Suzanne Collins, Bob Englund, Derek Ferland, Jennifer Fish, Jason Henry, Chris Heroux, Kathryn Kindopp, Carolyn Kirby, Alison Kivikoski, Matt Lagos, Sara Lewko, Laura Mills, Chad Monier, Chuck Nickerson, Wendy Piper, Shelley Richardson, David Ross, Willie Scurry, Debra Shackett, Cathy Stacey, Tom Tombarello, Stuart Trachy, Sheryl Trombly, Chuck Weed, Kara Wyman of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.

II. Pledge of Allegiance

- a. Tombarello leads the Executive Committee in the Pledge of Allegiance.

III. Approval of past meeting minutes (12.4.2020)

- a. Piper presents the meeting minutes from December 4, 2020. Tombarello makes a **MOTION** to accept the minutes. Weed **SECONDS** the minutes. Piper invokes unanimous consent. Collins has a correction roman number 6 item B. \$117,000 for fund balance. Seeing no objection, the **MOTION PASSES**.

IV. Financial update – Sue Collins

- a. Collins presents the financials. The report is unverified – though likely will not see any changes. Collins explains that 2020 was fiscally successful. Still some receivables due, including 2 counties' corrections academy cadet fees. \$5,000 reserved for audit for 2021. Fund balance at \$125,171 at the end of December 2020 – enough to cover the NHAC until dues come in.

V. Budget update

- a. Collins provides update on the 2020 budget as discussed with the Finance Committee. The Commissioners Council will meet on Wednesday, Jan. 13 at 1 PM to evaluate reduced dues per available fund balance.

VI. Executive Committee appointments

- a. Horgan presented the Executive Committee slates as submitted and reminded the Committee that slate can be updated at any time.
- b. Belknap
 - i. Hunter Taylor, County Commissioner
 - ii. Glen Waring, County Commissioner
 - iii. Peter Spanos, County Commissioner
 - iv. Shelley Richardson, Nursing Home Administrator
 - v. Debra Shackett, County Administrator
- c. Carroll
 - i. Matthew Plache, Commissioner
 - ii. Howie Chandler, Nursing Home Administrator
 - iii. Pat Bachelder, Corrections Superintendent
 - iv. Terry McCarthy, Commissioner
 - v. Chris Heroux, HR Director

- d. Cheshire
 - i. Bob Englund, County Commissioner
 - ii. Chuck Weed, County Treasurer (Officer – Past President)
 - iii. Chris Coates, County Administrator (Officer – Bylaws Chair)
 - iv. Sheryl Trombly, Director of Finance
 - v. Kathryn Kindopp, County Nursing Home Administrator
- e. Coos
 - i. Lynn Beede, Nursing Home Administrator – Berlin
 - ii. Ben Champagne, Superintendent of Corrections
 - iii. Suzanne Collins, County Treasurer (Officer – Treasurer)
 - iv. Jennifer Fish, County Administrator
 - v. Laura Mills, Nursing Hospital Administrator – W. Stewartstown
- f. Grafton
 - i. Wendy Piper, County Commissioner (Officer – President)
 - ii. Omer C. Ahern, Jr., County Commissioner
 - iii. Julie Libby, County Administrator
 - iv. Craig Labore, Nursing Home Administrator
 - v. VACANT
- g. Hillsborough (to be updated as Pappas must be included)
 - i. Willie Scurry, Department of Corrections Superintendent
 - ii. Chad Monier, County Administrator
 - iii. David Ross, Nursing Home Administrator
 - iv. Bob Rowe, County Commissioner
 - v. Carolyn Kirby, Legal Counsel
- h. Merrimack
 - i. Ross Cunningham, Department of Corrections Superintendent
 - ii. Matt Lagos, Nursing Home Administrator
 - iii. Sara Lewko, Human Resources Director
 - iv. Stuart Trachy, County Commissioner
 - v. Kara Wyman, Assistant Superintendent
- i. Rockingham
 - i. Tom Tombarello, Commissioner (Officer – Vice President)
 - ii. Cathy Stacey, Register of Deeds (Officer – At-Large)
 - iii. Alison Kivikoski, HR Director
 - iv. Jason Henry, Corrections Superintendent
 - v. Chuck Nickerson, Finance Director
- j. Strafford
 - i. George Maglaras, County Commissioner
 - ii. Robert Watson, County Commissioner
 - iii. Deanna Rollo, County Commissioner
 - iv. Thomas Velardi, County Attorney
 - v. Mark Brave, County Sheriff
- k. Sullivan
 - i. Dave Berry, Corrections Superintendent
 - ii. Derek Ferland, County Administrator
 - iii. George Hebert, County Commissioner
 - iv. Ben Nelson, County Commissioner

v. Ted Purdy, Nursing Home Administrator

VII. Strategic Planning Committee update – Derek Ferland

- a. Ferland provides an update on the Strategic Committee's update, including feedback received from the Executive Committee.
- b. Coates explains that the Strategic Planning committee has met and is looking for feedback on items to take on.

VIII. County-State Finance Commission update – David Ross

- a. Ross explains that the first formal meeting of the Committee will be January 29 at 9:30 AM.
- b. Public Access: <https://nh-dhhs.zoom.us/j/92879810836?pwd=U3NPZXh2aVlyUVI5b0ZBUINMeE5HQOT09>
- c. Passcode: 863877
- d. Additional Information will be posted: <https://www.dhhs.nh.gov/ombp/medicaid/nf-med-rates.htm>
- e. <https://www.dhhs.nh.gov/dcbcs/beas/index.htm>

IX. Awards Committee

- a. An Awards Committee will be created for 2021 awards. The following are current nominations:
 1. Coos
 2. Grafton – Julie Libby
 3. Belknap
 4. Carroll
 5. Strafford – Ray Bower
 6. Rockingham – Tombarellon Rockingham – Alison Kivikoski
 7. Merrimack – Sara Lewko
 8. Hillsborough
 9. Cheshire – Bob Englund, Chris Coates alternate
 10. Sullivan
- b. The Executive Committee agrees to wait on a vote on the Awards Committee members until every seat is filled.

X. NHAC Academy Coordinator – Jason Henry

- a. Henry provides an update on the NHAC Academy Coordinator search. The Certification Board does have a large candidate pool – will arrange for interviews shortly.

XI. Salary survey

- a. Kivikoski recommends that the 2020/2021 salary survey focus on positions that are found in all 10 counties to decrease the number of data points.
- b. Weed asks about including extra costs of nursing positions.
- c. Lewko explains that the survey is not helpful for HR staff as it is not time-relevant by the time the date is published.
- d. Shackett explains she'd still like to have something available, but agrees that a simplified version would be acceptable.

XII. Master Agreement for PDA

- a. Horgan explains she has been working with NACo and Carolyn Kirby. NHAC requested changes for sections 1 – 11 are taken. Contracts and agreements section removed. NACo and Academy are domiciled in Delaware – that will not change.
- b. NHAC requested changes not accepted:
 - i. Section 12 indemnification language; Section 15 b attorney's fees and costs; 15 g force major; 15 k no presumption clause. The Officers this morning moved this morning that after long consideration and discussion, the Officers recommend moving forward with the contract.
- c. Piper explains that the Officers, earlier today, voted to recommend the contract to the Executive Committee after much discussion and consideration.
- d. Weed asks about standard language.
- e. Shackett asks about the benefit of the contract.
- f. Tombarello makes a **MOTION** for the NHAC to sign on to the contract. Stacey **SECONDS** the **MOTION**. Roll call vote: Ahern, nay; Bachelder, aye; Champagne, aye; Coates, aye; Collins, aye; Englund, aye; Ferland, aye; Fish, aye; Henry, aye; Heroux, aye; Kindopp, aye; Kirby, abstain; Kivikoski, aye; Lagos, aye; Lewko, aye; Mills, aye; Monier, aye; Nickerson, aye; Piper, aye; Richardson, nay; Ross, nay; Scurry, aye; Shackett, nay; Stacey, aye; Tombarello, aye; Trachy, aye; Trombly, aye; Weed, nay; Wyman aye. The **MOTION PASSES**.

XIII. State Government updates

- a. Horgan explains per last meeting of the House: Sherman Packard is the new House Speaker; committees may meet virtually; about 50 bills are Association priorities; 300 bills down to 100 bills in the Senate due to consolidation. Confidential bills will remain stand-alone.
- b. Stacey explains that the Association Legislative Committee meets weekly to discuss bills and create a plan for each bill as needed. Affiliates are involved to testify on relevant bills.
- c. Monahan explained we will learn more about how the committees will operate after their orientation meetings. Some conversation underway for some in-person sessions with virtual public participation. Senate will likely work as virtually as possible.
- d. Monahan explains budget developments: likely will not see budget reductions. Have observed new programs

XIV. Affiliate updates

- a. Commissioners Council: Pappas explains Commissioners Council will meet on Jan. 13 at 1:00 PM to elect officers and discuss a dues reduction with fund balance.
- b. Corrections: Henry explains next meeting is Jan. 15 to discuss Academy coordinator and COVID-19.
- c. Deeds: Stacey reports last affiliate meeting on Dec. 12.
- d. Sheriffs: No update
- e. Attorneys: No update.
- f. HR: Kivikoski explains next meeting on Jan.15. The Affiliate is evaluating proposed bills.
- g. Nursing Homes: Lagos explains continuation of weekly calls. Discussion with public health after vaccines, vaccination process has begun.
- h. Administrators: Libby explains that the Affiliate continues with weekly calls. Administrators are meeting with Rep. Kuster and Sen. Shaheen's offices to talk about Medicaid in jails.

XV. Other business

- a. Tombarello introduces new Rockingham Director of Long-Term Care Services Jason Smith.

XVI. Next meeting

- a. Next meeting will be Friday, Feb 5, 2021 at 10:00 AM.

XVII. Adjournment

- a. Tombarello makes a **MOTION** to adjourn the meeting. Collins **SECONDS** the **MOTION**. Roll call vote: Ahern, aye; Bachelder, absent; Champagne, absent; Coates, aye; Collins, aye; Englund, aye; Ferland, aye; Fish, aye; Henry, aye; Heroux, aye; Kindopp, aye; Kirby, aye; Kivikoski, aye; Lagos, aye; Lewko, aye; Mills, aye; Monier, aye; Nickerson, aye; Piper, aye; Richardson, aye; Ross, aye; Scurry, aye; Shackett, absent; Stacey, aye; Tombarello, aye; Trachy, aye; Trombly, aye; Weed, nay; Wyman aye. The **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on January 8, 2021.

Minutes approved on February 5, 2021.