

**Hillsborough County Executive Committee
Hillsborough County Complex, Bouchard Building
Goffstown NH
December 21, 2007 10:00 AM**

Present: Representatives D. Essex, M. Pilotte, L. Movsesian, B. Francoeur, S. Harvey, N. Kurk, P. Manney, C. Rosenwald, M Reuschel, B. Shaw, A. Simon, S. Spratt, J. Ulery, S. Vaillancourt. Also present: Comm. Holden, Pappas, C. Kirby, J. O'Mara, D. Reidy, Cheryl Ramsey, E.A. Robinson, M. Rusch, G. Wenger.

Excused absences: Rep. Cote, Rep. Stepanek, Rep. Jasper, Rep. Shattuck, Rep. Farley, Hinkle

Unexcused absences:

Chairman Essex called the meeting to order at 10:15 AM and requested Rep. Reuschel to lead the pledge to the flag.

Chairman Essex stated that Rep. Rowe resigned at last month's meeting in a public session noting that because he resigned in a public session there does not have to be anything in writing. Chairman Essex did have a conversation with Rep. Rowe following the meeting regarding him staying on the Executive Committee, but Rep. Rowe felt it was time to move on.

Chairman Essex stated that Rep. Rochette also submitted his resignation because of his work schedule, noting that the work in the family funeral home has not been very flexible. The Nashua Democrats discussed a replacement and Rep. Harvey has been nominated to fill the vacancy on the Executive Committee.

Motion by Rep. Movsesian, second by Rep. Kurk to accept the nomination of Rep. Suzanne Harvey to fill the vacant seat from Nashua on the Executive Committee. On a voice vote motion adopted unanimously.

Chairman Essex suggested that the Republicans from the towns meet on January 2, 2008, or sometime in the near future, before or after session to decide on a replacement for the vacancy left by Rep. Rowe. There was a brief discussion regarding putting the information in the calendar. Chairman Essex also stated that the town Republicans that are present today can get together with the other town Republicans on the Executive Committee to discuss the vacant seat on the Executive Committee.

Minutes

Motion by Rep. Pilotte, second by Rep. Movsesian to approve the minutes from the May 25, 2007 Executive Committee Budget Review. On a voice vote motion adopted unanimously.

Motion by Rep. Pilotte, second by Rep. Shaw to approve the minutes from the October 26, 2007 Executive Committee Meeting. On a voice vote motion adopted unanimously.

Motion by Rep. Pilotte, second by Rep. Movsesian to approve the minutes from the November 16, 2007 Executive Committee Meeting. On a voice vote motion adopted unanimously.

Motion by Rep. Pilotte, second by Rep. Movsesian to approve the minutes from the November 27, 2007 Public Hearing. On a voice vote motion adopted unanimously.

Motion by Rep. Shaw, second by Rep. Spratt to approve the minutes from the November 27, 2007 Delegation Meeting. On a voice vote motion adopted unanimously.

Appropriation Control Report

Chairman Essex stated that there are copies of the Appropriation Control report if any member of the Executive Committee would like a copy.

Transfers

Motion by Rep. Rosenwald, second by Rep. Reuschel to approve Budget Transfer #2008-02 in the amount of \$11,000 from Contingency Grant Expenses to Department of Corrections Other Fees and Outside Services. Superintendent O'Mara explained that this is for grant funding that was awarded for the continuation of the Residential Substance Abuse Treatment Program that began in 2005. This funding is available from October 2007 through September 2008. On a voice vote motion adopted unanimously.

Motion by Rep. Ulery, second by Rep. Pilotte to approve Budget Transfer #2008-03 in the amount of \$8,500 from Department of Corrections Salaries/Wages to Other Fee/Services. Superintendent O'Mara stated that this is requested to hire temporary outside/agency help during the extended absence of the Administrative Assistant II and the Nurse Practitioner. He explained that the current vacancies are due to illness and noted that there is no back up in the Administration Department and Medical Department. There was a brief discussion regarding the positions. On a voice vote motion adopted unanimously.

Motion by Rep. Spratt, second by Rep. Shaw to approve Budget Transfer #2008-04 in the amount of \$5,000 from Human Services Salaries/Wages to Overtime. Ms. Robinson explained that due to changes anticipated in HB2 it has been difficult to fill the vacant position. Currently overtime is being used to compensate for the vacancy. She explained that the permanency of the position has been questioned noting that if HB2 is approved then there would have to be layoffs in the department. Brief discussion ensued regarding the future of the department. In response to a question Ms. Robinson stated there could be a savings within the Human Services Department if HB2 takes effect but they would not be administrative positions, they would be the Social Workers noting that there is offsetting revenue associated with the Social Workers positions. She stated the net would be approximately \$150,000. On a voice vote motion adopted unanimously.

Nursing Home

Chairman Essex stated that the Nursing Home is requesting a new position and Ms. Ramsey from the Nursing Home will answer questions regarding the position. Ms. Ramsey explained that the position is to change the part-time clinical Behavior Therapist position in the Social Services Department to a part-time Social Worker position. There has been an inability to recruit a Behavioral Therapist on a part-time basis over the past five and a half months. In addition the chances to recruit a part-time Social Worker are greater since there are more Social Workers in the market. The current Clinical Behavioral Therapist position is for 19 hours a week at \$20.04 per hour and a grade 22. The new Social Worker position would be for 19 hours a week at \$18.08 at a grade 19/20. There was a brief discussion. Rep. Pilotte asked if this change would have an effect on the certification of the Nursing Home. Ms. Ramsey stated that she did not have an answer at this time but she would get an answer to his question. Rep. Pilotte requested an answer by the next Executive Committee Meeting. Rep. Vaillancourt asked if this position is continued in F/Y 09 would another request come in for the Behavioral Therapist during the F/Y 09 budget process. Ms. Ramsey stated there would be no request for an additional position. Brief discussion continued regarding this subject.

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Motion by Rep. Simon, second by Rep. Manney to create a part-time Social Worker position in place of the part-time Behavioral Therapist. On a voice vote motion adopted. Rep. Pilotte voted no.

Department of Corrections

Chairman Essex requested that Superintendent O'Mara give information regarding his request for 10 new part-time positions. Superintendent O'Mara stated that there has been a situation at the facility for the last seven months, he stated the Department of Corrections has lost 25 line level people who serve in a variety of areas. He stated that recruitment is very difficult and continued with an overview of the problems. Superintendent O'Mara stated that there is a strategy to get through these issues, noting that positions can be posted within the facility and taken by part-time people taking a modified course and have minimal contact with inmates and still allow the facility to function in an orderly fashion. He gave some examples and scenarios of how this would work. Rep. Kurk questioned what happens once the full-time positions are filled. Superintendent O'Mara stated that the number of employees will not be increased in the next budget cycle, noting that these 10 part-time employees will always have \$1.00 associated with them and the money will be taken from vacant full-time positions. Discussion ensued regarding recruitment and retention at the Department of Corrections. In response to a question Superintendent O'Mara spoke briefly regarding the modified training and mandatory overtime.

Motion by Rep. Manney, second by Rep. Kurk to create 10 part-time positions which will be funded at \$1.00. On a voice vote motion adopted unanimously.

Human Services Update

Chairman Essex requested Ms. Robinson to give an update. Ms. Robinson distributed a handout and reviewed the information pertaining to the additional costs for the County if HB2 is implemented. This document is being used in the litigation by the New Hampshire Association of Counties (NHAC) against the State of Information. She stated this is information that has been prepared specifically for the litigation. She stated the NHAC hired an expert witness who testified on the Counties behalf in the HB 2 litigation. Discussion ensued.

Sheriff's Office

Sheriff Hardy requested some time on the agenda to swear in four new deputies for the Sheriff's Office. Sheriff Hardy thanked the Board of Commissioners and members of the Executive Committee for approving the request for new deputies during the F/Y 08 budget cycle. The new deputies are as follows: Deputy Joe Wallent, Jamie Heurtas, Travis Block, and Joe Santiago Sheriff Hardy proceeded to swear in the new deputies.

He also wanted to acknowledge Lt. Bill Barry for his commitment to Operation Santa Claus and all the hard work that is done with this program.

Old/New Business

Chairman Essex stated that he will be announcing the members of the Performance Auditing Subcommittee, he also noted that the motion that was made last month stated that the Board of Commissioners would send a representative to the Performance Auditing subcommittee meetings. A letter will go to the Board requesting a representative to the subcommittee. The members of the subcommittee will be as follows: Rep. Spratt will be the Chairman, Rep. Reuschel, Rep. Vaillancourt, Rep. Moran, Rep. Shattuck, Rep. Hinkle and Rep. Harvey. Rep. Moran has been asked to be a member of the subcommittee because he has worked on committee this in previous years. Chairman Essex stated

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that the motion that was made last month regarding the subcommittee was, “ to have the Chairman form a subcommittee and request the subcommittee to address the question of the efficacy of a Performance Audits and have formal records of the subcommittee meetings and report back to the Executive Committee in writing with recommendations concerning its own scope of work and thereafter its progress on that scope by the February meeting. Rep. Jasper amended the motion, second by Rep. Kurk to invite the Board of Commissioners to send a representative from their office as a member of the committee. On a voice vote motion to adopt the amendment approved.” Chairman Essex stated that he has concerns regarding the motion stating that it focused on the process not about the function of the Subcommittee. Brief discussion ensued and it was decided that the subcommittee will meet under the direction of Rep. Spratt and the subcommittee will come back to the Executive Committee with recommendations as to how much to budget for this task.

Chairman Essex stated that a meeting was held between the three officers of the Executive Committee, Marcia Rusch, the Business Office Staff, Mr. Wenger, County Administrator and Commissioner Holden to discuss the salary sheets for the upcoming budget season and how they would be presented. The issue during the last budget cycle was how should the salary numbers be shown, should the positions be listed with numbers and names or some other way. Chairman Essex reported that according to Mr. Wenger the Munis software allows the Business Office to do whatever is required as long as it is made clear at the front end of the process. Brief discussion ensued with examples of ways to show the budget and how munis updates the sheets continuously. There was also some discussion regarding privacy issues, it was noted that this information is public information. Chairman Essex stated that this item will be revisited during the January meeting and would like some samples.

Rep. Reuschel asked if the RFP went out for the second floor of the Bouchard Building, noting he had read it was going to go out right after Thanksgiving. Mr. Wenger stated that the RFP will be going out this week and there will be talk through on Thursday December 27, 2007 at 9:00 AM and the bids will be due back approximately 3 weeks after that. Rep. Essex asked if the Delegation Office has received a copy. Mr. Wenger stated that it has not come back from the printer yet, when it does it will be forwarded to the Delegation Office.

Chairman Essex stated that the next meeting will be on January 25, 2008 at 9:00 AM.

Rep. Movsesian stated that she spoke with Rep. Cote a few days ago and he is doing extremely well and he is recuperating at home.

Motion by Rep. Simon, second by Rep. Reuschel to adjourn at 11:45 AM.

Rep. Lori Movsesian, Clerk
Hillsborough County Executive Committee

Date _____