

Carroll County Commissioners Meeting
October 4 , 2017
8:30 am

Present: Commissioners Amanda Bevard, David Babson, Mark Hounsell and County Administrator Ken Robichaud.

Others Present: Lisa Scott, John Ruckenbrod

Commissioner Bevard called the meeting to order at 8:51 am/ Pledge of Allegiance

Commissioner Babson motioned to approve the minutes of September 27, 2017 seconded by Commissioner Hounsell: all in favor: so voted

Public Input – None

Lisa Scott – Bid - Deed Binders

The following 2 bids were received:

- | | | |
|-----------------|---------------|-----------------|
| 1. Kofile | Essex Vermont | \$6,800.00 |
| 2. Cott Systems | Columbus Ohio | bid is by piece |

Commissioner Hounsell suggested that no apparent low bidder be declared. Lisa will review the bids and bring a recommendation to the commissioners next week.

Checkmate Payroll Contract

Ken recommends contracting with Checkmate for a 3 year contract with no price increase and a 60 day termination clause.

Commissioner Hounsell motions to direct ken to bring proposed budget transfers necessary to contract with Paycheck for a 3 year agreement beginning as soon as possible seconded by Commissioner Babson: motion passed on a 2-1 bid with Commissioner Bevard voting "Nay"

Ken presented the commissioners with an update to the Performance Audit for their review.

Commissioner Hounsell motioned to table the Performance Audit discussion seconded by Commissioner Babson: all in favor. So voted

Ken presented the commissioners with the 2016 Audit for review. The ending fund balance is \$4,758,112.00.

Commissioner Babson motioned to spend \$10,000 from the capitol expense line for the annex boiler to be used for a feasibility study for affordable assisted living for county elders (AALE) seconded by Commissioner Hounsell: all in favor. So voted

Ken presented the commissioners with the Hales Location North Conway Water Precinct contract for review.

Commissioner Hounsell motioned to approve and sign Hales Location check # 2138 in the amount \$76,174.72 to North Conway Water Precinct seconded by Commissioner Babson: all in favor. So voted

Ken presented the commissioners with the following 3rd quarter report from the White Horse Addiction Center:



PO Box 487, Center Ossipee, NH 03814
603-651-1441

September 29, 2017

Ken Robichaud, Carroll County Administrator
95 Water Village Road
Ossipee, NH 03864

Dear Ken:

Re: Please accept this invoice for the third quarter expenses.
Third Quarter Expense Request: July 1, 2017 – September 30, 2017
Program Title: White Horse Addiction Center Expansion Grant
Project Description: Quarterly Service Invoice

As always, thank you for believing in us. We are a small agency, doing incredible work. We have professional staff that go above and beyond the call of duty, because they care. Working a 50-hour week is not uncommon. It often is a joy to work this many hours, because we know we are making a difference.

We are growing and helping people in ways we could not have done because of you and the County Commissioners support. We and our clients will be forever grateful. We had 3 MLADCs and 1 LADC. Now we are hiring another MLADC. When others have trouble hiring people with these credentials, we seem to be leading the way.

We have been able to provide a new service: case management. While the therapists pay close attention to the client's psychological needs, our case manager is working with clients on finding and signing up for food, clothing, shelter, medical and dental needs. We have two clients who are being helped with complicated dental work which is a direct result of their drug use. Other clients are signing up for Medicaid that never had insurance before. Now they can afford to get the medical and dental work they were never afforded before.

Again, thank you.

Respectfully Submitted,

Suzanne L. Thistle, MA, MLADC
VP/Executive Director

Expansion of Services	Description	Client Location	Client DOB	Additional Client Impact	Non Reimbursable expense	Carroll County Expense Request 3rd Qtr
Outpatient Services not covered by insurance	White Horse Addiction Center accept clients regardless of their ability to pay. MLADCs are not covered by Medicare.	Ossipee clients: 1 male age 55, BT ?	JM 7/13/62, BT 1/25/69	JM: 11 IOP visits, BT 7 IOP visits	\$1,235.19 IOP @ Medicaid Rate.	1,235.19
Executive Director providing supervision for licensed and unlicensed staff.	25 hours a week are dedicated to running the outpatient program. The end result will be sustainability for the agency through billing insurances. The program is starting to show great outcomes with clients.				11,825	8,000.00
Administration Expenses not covered by Insurance	Hired a new finance/support staff person for 3 days a week @ \$12 an hour: \$3,744. Added an additional support staff person \$12 an hour for 40 hours a week=\$5,280. Salary for a CRSW to help with case management: \$12 @ 25 hours: \$3,900.				12,924.00	6,514.81
Equipment to improve operations	2 Laptops for Clinical and Administrative purposes: \$3,000					3,000.00
Total request 2nd Qtr.						18,750.00
Additional service or capacity improvements not included on invoice						
We are currently running 2 Intensive Outpatient Programs (IOP) and now have a vehicle to transport clients to and from other County locations. We run a 2 hour a week after care group for clients who have gone through our IOP and still need support in order not to relapse.						
We have 3 MLADCs and 1 LADC. We are in the process of hiring another MLADC, who is estimated to start on 10/9/17.						
Clients by town 7/1/17-9/15/17: Albany 1, Conway 11, Effingham 3, Freedom 3, Madison 3, Ossipee 24, Sandwich 1, Tamworth 4, Tuftonboro 3, Wakefield 2, Wolfeboro 2. Total IOP visits: 242						
The agency was recently designated as a Comprehensive Outpatient Substance Use Disorder Provider by the State of NH. We have Blue Loon transporting clients to White Horse. We hosted a Family Workshop in August and will host a Recovery Coach Academy in October. Our case manager is helping clients apply for Medicaid and receive medical needs.						

The commissioners received the following letter:

Dear Commissioner Amanda

Please see Conway Daily Sun letter announcing our 8th annual match. Could you as our taxpayer supported employees declare a special day in our county to honor our employees who day and night defend and protect us. Sunday, October 22, 2017, is perfect as it is right in the middle of our event honoring our defenders. I think when you declare this it would be nice to have representatives of law enforcement, fire departments, and fish and game rescuers with you. COPS R US.

Sincerely,

Gene Long, Jr., M.D.
Eaton, NH

The commissioners asked Ken to find out more information and they will make the proclamation next week.

Administrator Updates

Budgets are started

Ken will be at training 10/12/17

Resident Breakfast 10/11/2017

Commissioner Updates

Commissioner Babson asked when the Tax Collector job for Hales Location will be posted.

Commissioner Bevard reported that a lot of great ideas were brought up at the Ad Hoc Land Use Committee.

Public Input – None

Commissioner Babson motioned to go into non-public session 1 under RSA 91-A:3 Paragraph II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself seconded by Commissioner Hounsell motion passed on a roll call vote Commissioner Hounsell "Aye", Commissioner Babson "Aye", Commissioner Bevard "Aye"

Commissioner Hounsell motioned to come out of non-public seconded by Commissioner Babson: all in favor. So voted

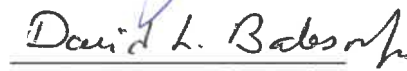
Commissioner Bevard announced that while in non-public the commissioners release non-public minutes of April 5, 2017.

Commissioner Hounsell motioned to adjourn seconded by Commissioner Bevard: all in favor. So voted.

Public Input – None

Minutes Approved on 10/11/2017


Amanda Bevard, Chairman


David Babson, Vice Chair


Mark Hounsell, Clerk