

Carroll County Commissioners Meeting
December 27, 2017
8:30 am

Present: Commissioners Amanda Bevard, Mark Hounsell and County Administrator Ken Robichaud. **Commissioner Babson joined via phone**

Others Present: Jason Henry, Howie Chandler, Jason Henry, Kevin Warwick, Jim Stoddard

Commissioner Bevard called the meeting to order at 8:30 am/ Pledge of Allegiance

Commissioner Hounsell motioned to approve the minutes of 12/20/17 seconded by Commissioner Babson: all in favor

Public Input – None

Ken Robichaud – Bid Award for Septic & Grease Pumping

The following two bids were received for septic pumping:

Septic Solutions Holderness NH	\$45,130 2yrs
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DJ's Septic Wolfeboro NH	\$47,355 2yrs
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Grease Pumping

The following two bids were received for grease pumping:

DJ'S Septic	\$.36gallon
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Stewarts	\$.20gallon
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Ken and Will recommend awarding the bid to Septic Solutions for septic pumping and Stewarts for grease pumping.

Commissioner Babson motioned to accept the bid from septic solutions not to exceed \$45,130 for a two year contract seconded by Commissioner Hounsell: all in favor. So voted

Commissioner Babson motioned to accept the bid from Stewarts for grease tank pumping not to exceed \$.20 per gallon seconded by Commissioner Hounsell: all in favor. So voted

Howie Chandler - RFQ-Assisted Living

The following three RFQ's were received:

Health Care Management Associates, Inc	Lynnfield	MA
Poirier & Associates	Loundon	NH
Roxie A. Severence, CNHA, FACHCA	Whitefield	NH

Howie recommends contracting with RS Consulting of Whitefield NH

Commissioner Hounsell motioned that the BOC engage with RS Consulting of Whitefield NH for a feasibility study for Affordable Assisted Living for Elders and to commit \$10,000 from 2017 capital funds as a retainer seconded by Commissioner Babson: Motion and second withdrawn

Commissioner Bevard motioned to amend the motion to a maximum of \$10,000 seconded by Commissioner Babson: Motion and second withdrawn

Commissioner Hounsell motioned to engage with RS Consulting to conduct a feasibility study for Affordable Assisted Living for Elders and to commit \$10,000 from 2017 capital funds for this purpose, if proposal is acceptable to the commissioners seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell thanked the Commissioners, Ken & Howie for their work on the assisted living project.

US Dept of Interior PILOT

There was a short discussion about the PILOT

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

Bob Murray – Pellet Purchase

There was discussion about the use of the pellet boiler.

The Commissioners instructed Bob to burn off the remaining pellets and come back in two weeks for further discussion.

Commissioner Babson disconnected from meeting.

Hales Location

The commissioners discussed the Hales Location FairPoint bill. The commissioners have previously asked the Hales Location Tax Collector/Administrator to disconnect the service.

Commissioner Hounsell motioned to direct the County Administrator to cancel the Hales Location FairPoint account seconded by Commissioner Bevard: motion passed 2-0

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$442.00 to Deborah Carney for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$713.48. to Sunny Skye Revocable Trust for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$561.00 to Jeffrey A. Saucier for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$437.00 to Margaret Gleason for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$473.00 to Gerard P. Crowe for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Commissioner Hounsell motioned to authorize Chairman Bevard to sign reimbursement check in the amount of \$390.00 to William R Lloyd for over payment of 2017 taxes seconded by Commissioner Bevard: motion passed with 2-0 vote.

Jason Henry, Kevin Warwick & Jim Stoddard-HOC Programs Presentation

The following topics were discussed:

**Carroll County
Department of Corrections
Community Corrections Planning
Commissioners / Delegation
Meeting**

December 27, 2017

Jason Henry, Superintendent
Jim Stoddard, Program Director
Kevin Warwick, ASAJ

Transformation for Individuals



**Region 7
Integrated Service Delivery
Network(IDN)**

The Projects



- No one is working in isolation
- The pieces need to fit together
- Integration is the goal

- Behavioral Health Workforce Development
- Health Information Technology
- Integration
- Medicated Assisted Treatment
- Reentry
- Enhanced Care Coordination

Re-Entry Program for Adults and Youth with Substance Use Disorders or Significant Behavioral Health Issues

- Initiate pre-discharge and continue for 12 months post discharge
- Assist with a safe transition back into community life
- Support to maintain health and recovery in community
- Connect with integrated primary and behavioral health services, care coordination, and social and family supports

The Justice and Mental Health Collaboration Program (JMHCP)

- Supports innovative cross-system collaboration for individuals with mental illnesses or co-occurring mental health and substance abuse disorders who come into contact with the justice system
- BJA is seeking applications that demonstrate a collaborative project between criminal justice and mental health partners from eligible applicants to plan, implement or expand a justice and mental health collaboration program

Funding

Second Chance funding (two years of funding)

- A half time clinician
- Staffing training funds
- Case Manager
- Research and evaluation
- IDN Funding (up to five years of funding)
- Program curricula
- Travel research and evaluation
- Community Case Management Position

Carroll County TRUST Program Transitional Reentry Under Supportive Treatment

Program Participants

Average age	27 years old
Average Proxy	4.9
Average ORAS	16.14
Average age of 1 st use	12 years old
Substance Use Disorder	100%
History of trauma	89.6%
Co-Occurring Disorder	89.6%

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Carroll County Enhanced Evidence Based Programs

- Substance Abuse Education Prime for Life (Men)
- Substance Abuse Education Helping Women Recovery (Women)
- Cognitive Curriculum (Thinking for a Change)
- Seeking Safety Trauma informed curricula
- Anger Management (SAMHSA Curriculum)
- Employment / Job Readiness
- Education (HiSet)
- Mindfulness
- Parenting
- Aftercare Programming for one year post release
- Case Management and Transition Planning

- ## **Carroll County Enhanced Evidence Based Programs**
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Current Programming

Current Programming

Proposed Schedule

The Gantt chart displays a project schedule from January 1, 2000, to December 31, 2000. The chart is organized into five vertical sections, each representing a quarter or half-year. The tasks are color-coded: green for 'Design', orange for 'Procurement', blue for 'Construction', and yellow for 'Maintenance'. The chart shows the duration of each task and how they overlap over time.

Task	Start Date	End Date	Color
Design	1/1/00	3/31/00	Green
Procurement	1/1/00	3/31/00	Orange
Construction	1/1/00	3/31/00	Blue
Maintenance	1/1/00	3/31/00	Yellow
Design	4/1/00	6/30/00	Green
Procurement	4/1/00	6/30/00	Orange
Construction	4/1/00	6/30/00	Blue
Maintenance	4/1/00	6/30/00	Yellow
Design	7/1/00	9/30/00	Green
Procurement	7/1/00	9/30/00	Orange
Construction	7/1/00	9/30/00	Blue
Maintenance	7/1/00	9/30/00	Yellow
Design	10/1/00	11/30/00	Green
Procurement	10/1/00	11/30/00	Orange
Construction	10/1/00	11/30/00	Blue
Maintenance	10/1/00	11/30/00	Yellow
Design	12/1/00	12/31/00	Green
Procurement	12/1/00	12/31/00	Orange
Construction	12/1/00	12/31/00	Blue
Maintenance	12/1/00	12/31/00	Yellow

[illegible]

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graph TD; A[Assessment  
Staff complete a PROXY and ORAS Risk/Needs Assessment] --> B[Intensive Treatment 90 Day Program  
Inmates are placed in program based on level of Risk/Need]; B --> C[Work Release/ EM  
Inmates are placed in work release or Electronic Monitoring]; C --> D[Post Release  
Inmates are placed into weekly Aftercare groups];
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Carroll County DOC Treatment Flow

Assessment
Staff complete a PROXY and ORAS Risk/Needs Assessment

Intensive Treatment 90 Day Program
Inmates are placed in program based on level of Risk/Need

Work Release/ EM
Inmates are placed in work release or Electronic Monitoring

Post Release
Inmates are placed into weekly Aftercare groups

Provide the Most Intensive Interventions to Higher Risk Offenders

- Higher risk offenders will require much higher dosages of treatment
 - Rule of thumb: 100 hours for moderate risk
 - 300+ hours for high risk
 - 100 hours for high risk may have little effect
 - Does not include work/school and other activities that are not directly addressing criminogenic risk factors

Performance Measures

Public Safety Indicators and Outcomes

- Reduced re-offending, returns to jail, and length of jail stays for returning individuals

Reintegration Indicators and Outcomes

- Reduced substance abuse and homelessness
- Increased employment
- Improved housing stability and improved mental health/health

Process Measures

- Screening
- Assessment
- Referrals
- Engagement
- Service utilization
- Completion

IDN Data

- Health needs are better managed
- Avoiding unnecessary ER visits & hospitalizations
- Primary and behavioral health care and care transitions are timely and well-coordinated

Specific Re-Entry Measures

- # and % of clients released from jail with a psychiatric symptom management plan
- # of clients actively engaged in mental health substance use treatment post release
- # and % of clients who completed core community-based services post-release
- # and % of clients with transition case plans
- # of clients with suitable housing post release
- # of clients with health care
- # of clients employed

Carroll County Model

- Recidivism reduction / public safety model
- The reentry programs are designed for facilitation of treatment and transitional services
- Inmates provided intensive treatment for stabilization
- Strong case management model providing for transitional services post release
- Strong mental health treatment services both in unit and throughout the facility
- Transitional and reentry services post release

Carroll County: Self-Evaluation & Sustainability

- Formalize processes internally and relationships with partners in the community
- Rely on data to make decisions and review program strengths and areas of change
- Partner with local legislators and host public events
- Public Safety is a community endeavor!
- Regular updates and review for the County Commissioners and Delegates on program results

Line Item Transfers

The commissioners approve the following line item transfers:

Commissioner Hounsell motioned to approve line item transfer # 24 \$150.00 from 100.6100.028 (inmate programs) to 100.6100.058 (electronic monitoring) seconded by Commissioner Babson: all in favor. So voted

Commissioner Hounsell motioned to approve line item transfer # 25 \$6,500 from 100.6100.013 (retirement) to 100.6100.009 (salaries) seconded by Commissioner Babson: all in favor. So voted

Commissioner Babson disconnected from meeting.

FUNDING TRANSFER REQUEST

Request # 25
Date: 12/27//2017
Department: Jail

	Commissioners' Resolution	Delegations' Resolution
FROM:		
County Line Item #	100.6100.013	
Line Item Name:	Retirement	
Budgeted Amount:	\$429,537.00	
Expense YTD:	\$375,080.14	
Overage:		
Transfer Amount Requested:	\$6,500.00	
Part-time employees, payouts. Increased medical line, staffing for hospital watches.		
To		
County Line Item #	100.6100.009	
Line Item Name:	Salaries	
Budgeted Amount:	\$1,210,005.00	
Expense YTD:	\$1,075,293.27	
Transfer Amount Requested:	\$6,500.00	
TO: (If Split)		
County Line Item #		
Line Item Name:		
Budgeted Amount:		
Expense YTD:		
Transfer Amount Requested:		

Signature**(Date) Signature****(Date)**

Com. Amanda Bevard, Chair

Rep. Mark McConkey, Chairman

Com. David Babson, Vice Chair

Rep. Lino Avelino, Vice Chairman

Com. Mark Hounsell, Clerk

Rep. Ed Butler, Clerk

Rep. Frank McCarthy

Rep. Glenn Cordelli

FUNDING TRANSFER REQUEST

Request # 24
Date: 12/27/2017
Department: Jail

	Commissioners' Resolution	Delegations' Resolution
FROM:		
County Line Item #	100.6100.028	
Line Item Name:	Inmate Programs	
Budgeted Amount:	\$18,000.00	
Expense YTD:	\$13,761.18	
Overage:		
Transfer Amount Requested:	\$150.00	
To		
County Line Item #	100.6100.058	
Line Item Name:	Electronic Monitoring	
Budgeted Amount:	\$3,500.00	
Expense YTD:	\$3,625.25	
Transfer Amount Requested:	\$150.00	
TO: (If Split)		
County Line Item #		
Line Item Name:		
Budgeted Amount:		
Expense YTD:		
Transfer Amount Requested:		

Signature	(Date)	Signature	(Date)
Com. Amanda Bevard, Chair		Rep. Mark McConkey, Chairman	
Com. David Babson, Vice Chair		Rep. Lino Avelino, Vice Chairman	
Com. Mark Hounsell, Clerk		Rep. Ed Butler, Clerk	
		Rep. Frank McCarthy	
		Rep. Glenn Cordelli	

Administrator Updates

Ken presented the commissioners with a contract with Virtual Town and Schools for signatures.

Commissioner Hounsell motioned to authorize the chairman to sign the contract with Virtual Town and Schools not to exceed \$8,100.00 seconded by Commissioner Bevard motion passed 2-0

Ken presented the commissioners with the following letter from PEASE International Ports and Harbours:

PEASE
INTERNATIONAL
PORTS AND HARBORS

December 4, 2017

Carroll County Commissioner Amanda Bevard 95 Water Village Road
Ossipee, NH 03864

Dear Commissioner Bevard,

This letter is intended to provide information to you pertaining to the Pease Development Authority's application to the U.S. Foreign-Trade Zones, (FTZ) Board for authority to use a new procedure, (the "Alternative Site Framework") to provide quick and simple access to FTZ service for companies in our region. The Pease Development Authority, Division of Ports and Harbors is the grantee of FTZ # 81, and currently sponsors a limited number of FTZ sites in our region. The authority we are requesting from the FTZ Board would enable us to quickly bring FTZ designation to any company within our proposed "service area." Our proposed service area includes Strafford County, Rockingham County, Cheshire County, Hillsborough County, Merrimack County, Sullivan County, and portions of Grafton, Belknap, and Carroll Counties. The FTZ and U.S. Customs Regulations require that establishment of a FTZ must be within either a 90-minute drive or 60 statute miles from a U.S. Customs and Border Protection, (CBP) Port of Entry. The parts of Carroll County on, or South of, the description below, are adjacent to the CBP Port of Portsmouth:

- a. Starting at the Belknap and Carroll County Line, traveling Northeast on State Route 25 to South Tamworth, N.H., and continuing East on State Route 25 to
- b. West Ossipee, N.H., continuing Southeast on State Route 16/25 to
- c. Center Ossipee, N.H., continuing East-northeast on State Route 25 to
- d. Freedom, N.H., and on to the New Hampshire/Maine State Line.

FTZ designation can provide companies with customs duty savings and logistical benefits that can help encourage them to establish or maintain operations in the U.S. As such, access to FTZ benefits can be an important tool in economic development efforts. If the FTZ Board approves our application, the Pease Development Authority will be able to bring FTZ designation to

companies anywhere in the proposed service area based on those companies' trade- related needs. We also note that FTZ access will be made available on a uniform basis to companies across the service area, in a manner consistent with the legal requirement that each FTZ be operated as a public utility.

If you have questions about the Pease Development Authority's application to the FTZ Board, please feel free to contact me directly. If you have comments you would like the FTZ Board to consider regarding the proposed inclusion of Carroll County in the proposed service area of FTZ # 81, please provide your comments to the staff of the FTZ Board by January 4, 2018. The FTZ Board staff also welcomes any questions you may have and can be reached at 202-482-2862 or ftz@trade.gov.

Best regards,
Director
G.Marconi

Commissioner Hounsell motioned that the Carroll County Commissioners respond in the affirmative and direct the County Administrator to write a letter to PEASE seconded by Commissioner Bevard: motion passed 2-0

Ken presented the commissioners with the following Encumbrances for 2017:

<u>Amount</u>	<u>Line Item#</u>	<u>Reason</u>
\$10,000.00	100.9400.098	Elderly Housing Feasibility Study
\$ 4,833.06	100.9400.097	Capital improvement Jail entryway
\$ 4,300.00	100.4140.069	Radio & Communication
\$10,000.00	100.4102.099	Land Feasibility Study

Commissioner Hounsell motioned to approve the encumbrance of \$10,000 from line 100.9400.098 for Elderly Housing Feasibility Study seconded by Commissioner Bevard: motion passed 2-0

Commissioner Hounsell motioned to approve the encumbrance of \$4,833.06 from line 100.9400.097 for the jail entryway flooring seconded by Commissioner Bevard: motion passed 2-0

Commissioner Hounsell motioned to approve the encumbrance of \$4,300.00 from line 100.4140.069 seconded by commissioner Bevard: motion passed 2-0

Commissioner Hounsell motioned to approve the encumbrance of \$10,000 from line 100.4102.099 for a land feasibility study seconded by Commissioner Bevard: motion passed 2-0

Flooring Contract

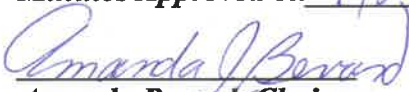
Jason presented the commissioner with a contract for flooring.

Commissioner Hounsell motioned to authorize Commissioner Bevard to sign the contract with Pars Rugs & Flooring of Portsmouth not to exceed \$8,420.87 seconded by Commissioner Bevard: motion passed 2-0

Announcements

The commissioners will not meet on January 3 the next scheduled meeting will be January 10, 2018

Minutes Approved on 1/24/18


Amanda Bevard, Chairman


David Babson, Vice Chair


Mark Hounsell, Clerk