

**9.10.21 Executive Committee Meeting Minutes**  
**Primex**

**I. Call to order**

- a. Piper calls the meeting to order at 10:19 AM finding a quorum fit to conduct business.
- b. Horgan calls the roll: Matt Lagos (via Cunningham proxy), Lynn Beede (via Collins proxy), David Berry, Chris Coates, Suzanne Collins, Joe Costanzo, Ross Cunningham, Andrew Dorsett, Robert Englund, Derek Ferland (via Purdy proxy), Jason Henry, Chris Heroux (via McCarthy proxy), Kathryn Kindopp (via Coates proxy), Carolyn Kirby, Alison Kivikoski, Craig Labore (via Dorsett proxy), Sara Lewko (via Cunningham proxy), Julie Libby (via Dorsett proxy), George Maglaras (via Pappas proxy), Terry McCarthy, Laura Mills (via Collins proxy), Chad Monier, Chuck Nickerson, Toni Pappas, Wendy Piper, Matthew Plache, Ted Purdy, David Ross (via Pappas proxy), Bob Rowe (via Pappas proxy), Cathy Stacey, Tom Tombarello (via Henry proxy), Stuart Trachy, Sheryl Trombly (via Coates proxy), Chuck Weed (via Coates proxy) of the NHAC (NH Association of Counties) Executive Committee; Danielle Duchesne, Kate Horgan, Jim Monahan of the Dupont Group.

**II. Pledge of Allegiance**

- a. Stacey leads the Committee in the Pledge of Allegiance.

**III. Primex 2020 – 2021 Gold Partner Presentation – Mary Beth**

- a. Corey Casey presents on cybersecurity and introduces Mary Beth. Slides will be made available after the meeting. A deep dive presentation will be held during the 2021 NHAC Annual Conference.

**IV. Approval of past meeting minutes (6.11.2021)**

- a. Piper presents the minutes from the June 11, 2021, meeting of the Committee. Henry makes a **MOTION** to approve the minutes. Collins **SECONDS** the **MOTION**. Piper invokes unanimous consent. Seeing no objection, the **MOTION PASSES**.

**V. Financial update – Sue Collins**

- a. Collins presents the financials and notes they are quiet. Belknap has paid the balance of their dues while Carroll County is the only county outstanding in dues payment. Unexpected revenue from NACo (National Association of Counties) from the Professional Development Academy was received. In general, in good financial shape.

**VI. Executive Committee appointments**

- a. On June 30, Merrimack County nominated DoC Superintendent Joseph Constanzo to the Executive Committee. No further action is needed.

- b. On September 8, Carroll County nominated Deirdra Brown, Administrator MVC to the Executive Committee. No further action is needed.
- c. On September 8, Carroll County nominated Sean Eldridge, Superintendent, to the Executive Committee to replace Pat Bachelder. No further action is needed.

**VII. Annual Conference Speaker Eric Collett Contract**

- a. Horgan presents the contract with Eric Collett for his time and services to speak at the Annual Conference, as approved by the NHAC Officers. Cunningham makes a **MOTION** to approve the contract. Henry **SECONDS** the **MOTION**. Piper invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

**VIII. Proposed Partnership for Broadband Investment Planning Capacity Building**

- a. Horgan explains the Proposed Partnership for Broadband Investment Planning Capacity Building, brought to the NHAC by the NH Municipal Association. The contract promises assistance to NHAC member counties to plan broadband project, provide technical assistance, work with investors and providers, ensure affordable pricing, and help counties to become “broadband ready.” Any project for a member county would be \$10,000 and NHAC would receive a kick back of \$1,500. This is not an exclusive contract.
- b. Horgan explains the Officers have asked for an informational webinar before reconsidering the contract.

**IX. NHAC Corrections Board New Appointment**

- a. On June 30, Merrimack County nominated DoC Superintendent Joseph Constanzo to the Corrections Certification Board.
- b. 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 the appointment, Superintendent Cunningham will not have voting rights.
- c. Henry makes a **MOTION** to approve the nomination of Joseph Constanzo to the Certification Board. Englund **SECONDS** the **MOTION**. Piper invokes unanimous consent. **MOTION PASSES**.
- d. On August 25, Cheshire County nominated DoC Doug Iosue to the Corrections Certification Board.
- e. 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 the appointment, Superintendent Cunningham will not have voting rights.
- f. Henry makes a **MOTION** to approve the nomination of Doug Iosue to the Certification Board. Englund **SECONDS** the **MOTION**. Piper invokes unanimous consent. **MOTION PASSES**.

**X. Appointment for the New Hampshire Commission for the Deaf and Hard of Hearing established by HB 75, Chapter 126:3, Laws of 2021**

- a. [http://gencourt.state.nh.us/bill\\_status/billText.aspx?sy=2021&id=34&txtFormat=pdf&v=current](http://gencourt.state.nh.us/bill_status/billText.aspx?sy=2021&id=34&txtFormat=pdf&v=current)
- b. “(u) A representative from a county nursing facility appointed by the New Hampshire Association of Counties.”
- c. Following the bylaws, the NHAC President must make the original nomination and the nomination must be confirmed by the Executive Committee.
- d. Piper nominates Matt Lagos to serve as the NH Association of Counties’ representative to the Commission for the Deaf and Hard of Hearing. Cunningham makes a **MOTION** to approve the nomination of Matt Lagos to serve as the NH Association of Counties’ representative to the Commission for the Deaf and Hard of Hearing. Dorsett **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

**XI. Appointment for the NH IT Council**

- a. “(j) one Representative of County Government, nominated by the NH Association of Counties and appointed by the Governor for a 3-year term”.
- b. Thomas Trumbule, Merrimack County, previously held that position but his position expired 10/24/2020.
- c. Piper nominates Thomas Trumbule to serve as the NH Association of Counties’ representative to the NH IT Council. Henry makes a **MOTION** to approve the nomination of Thomas Trumbule to serve as the NH Association of Counties’ representative to the NH IT Council. Dorsett **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

**XII. Appointments for the State County Finance Commission**

- a. Per Title II, Chapter 28-B, section 28-B:1, subsection IV: “Six members representing county government, all appointed by the New Hampshire Association of Counties, who shall serve 2-year terms, provided that the initial terms of 3 such members shall be for one year.”
- b. Per NHAC Bylaws Section IX.1. Nomination: “Nominations according to the specifications of the enabling NH RSA for each appointment shall be nominated by the President with the confirmation of the Executive Committee.” Per Section IX.2. Confirmation “The Executive Committee shall confirm nominations and shall direct the President to notify the Legislative Clerk of the appointment.”
- c. The following were elected to a 1-year term in September 2020: David Ross, Chris Coates, and Linda Lauer.
- d. Piper nominates David Ross, Chris Coates, and Linda Lauer to serve as the NH Association of Counties’ representatives to the State County Finance

Commission. Dorsett makes a **MOTION** to approve the nomination of David Ross, Chris Coates, and Linda Lauer to serve as the NH Association of Counties' representative to the State County Finance Commission. Collins **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

**XIII. Nomination to the New Hampshire Suicide Prevention Council**

- a. NH RSA 126-R established a Council on Suicide Prevention (referred to more commonly as the Suicide Prevention Council (SPC).
- b. This statute also includes membership of the council which outlines partners in prevention. The NH Association of Counties is delegated to appoint a County Corrections Superintendent as a statutory member.
- c. This item has been postponed until the October meeting.

**XIV. Nomination to NHAC Strategic Planning Committee**

- a. On Sept. 8, the Carroll County nominated Commissioner Terry McCarthy to the NHAC Strategic Planning Committee to replace Howie Chandler. Dorsett makes a **MOTION** to approve of the nomination of Terry McCarthy to the NHAC Strategic Planning Committee. Trachy **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

**XV. NHAC Lease**

- a. Horgan presents the lease as approved by the Officers. Henry makes a **MOTION** to approve the lease for signature. Dorsett **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.
- b. Cunningham recommends new chairs and Merrimack County are willing to make the purchase. Cunningham to get a recommendation from the Superintendents Affiliate.

**XVI. Strategic Planning Committee update – Derek Ferland**

- a. Coates explains that the Committee last formally met in March, but informally in August. The Committee will meet next informally and virtually at the call of the chair.

**XVII. County-State Finance Committee update – David Ross**

- a. Ross explains that the Committee will meet on September 13.

**XVIII. NHAC Academy Coordinator**

- a. Henry explains that the Certification Board is still looking for a coordinator. Henry also explains future discussions necessary due to small cadet class size and inability to break even on costs.

**XIX. State Government updates**

- a. Horgan explains that the Association is tracking 37 retained bills and will work with Affiliate presidents as legislation develops.
- b. On bills to be filed, Horgan explains efforts to delete physical quorum language and roll call voting in 91-A requirements to allow for more efficient remote meetings. Horgan also explains a bill that would create a fund for nursing home construction and building. Monahan explains that the filing period will open soon.
- c. Horgan explains budget update and FMAP credit. The Senate accidentally swept the credit away, so Association staff is working to correct the error.
- d. Horgan explains she will draft remote access letter to the Speaker of the House and Senate President under Cathy Stacey's name.

**XX. ARPA (American Rescue Plan Act) Final Report**

- a. Monahan presents the PowerPoint:
  - i. Ongoing ARPA scope of work
    - 1. Bi-Weekly meetings with Nursing Home Administrators & county Administrators
    - 2. Continues Tracking and Monitoring of ARPA Funding and Programs
    - 3. Continued Q&A process for Guidance from Federal and State Agencies
    - 4. Information Management on Federal National Public Health Emergency Status and any State Government COVID related regulatory developments
    - 5. Manage NHAC and GOFERR (Governor's Office for Emergency Relief and Recovery) Reactions
  - ii. ARPA-related projects in the pipeline
    - 1. CFI/FMAP PACE pilot program: The ARPA includes a provision that allows the State to capture an extra 10% in FMAP for all CFI spending for one year. That totals about \$56 million for NH, which under the ARPA, allows the State to spend that money on improvements to CFI programs over the next 3 years. A draft plan was submitted to CMS by DHHS which includes an undetailed \$30 million investment in workforce spending, which could impact nursing homes in both positive and negative ways, and a proposal to pilot PACE programs in cooperation with the counties. More detail and work on these matters will develop over the next several months.
    - 2. Broadband: The ARPA, recent state law changes, and the emerging federal infrastructure bill include major funding for broadband investments. The ARPA's state and local recovery funding also allows the counties to invest in broadband infrastructure. It is likely that a coordinated effort will be crafted to ensure that the State is able to leverage all these dollars

toward a robust and future-proof broadband effort. The counties should have a seat at this table and the Dupont Group recommends assistance in managing this effort.

3. Workforce: In addition to the investments which NH counties are likely to make with recovery dollars under the ARPA, the legislation has a lot of other funding for workforce. DHHS has already called out workforce as an area of investment. There is opportunity to leverage funds and avoiding duplication will be critical as the ARPA unfolds. The Dupont Group recommends assistance in managing this effort.
4. Pandemic-related investments: There is concern that COVID-19 infection rates could elevate and cause increased actions and spending to control the spread. The county nursing homes are likely to be the hardest hit and the ARPA has funding at both the state and county levels to address these costs and prepare for impacts. The Dupont Group recommends monitoring these developments and to work with the Association to prepare for opportunities and expense recovery. Among the areas of concern are: vaccines/boosters; testing; PPE (Personal Protective Equipment); and future public health restrictions.
5. Inventory allocation and spending data: As each of the counties develops plans and policies about how ARPA direct aid will be allocated, the project will craft a survey document which can be shared among the 10 counties. As counties make policy determinations surrounding fund expenditure and more narrative based report will be updated. As of July 30, only small amounts of county recovery funds had been expended.
6. GOFFER & Guidepost: The Association should develop a working relationship with Guidepost, a consulting firm which has been hired by GOFFER to support local governments, including county government. However, interactions have been limited, but they are likely able to help on the reporting an auditing activity going forward.

## **XXI. Annual Conference Update**

- a. Duchesne provides Annual Conference update and information.
- b. The early bird registration deadline will be extended from September 10 to October 1 as more virtual session details are confirmed.

## **XXII. 2021 Awards Program**

- a. Duchesne explains 2021 awards process is now open. An email went out last week and all awards information can be found at [www.nhcounties.org/awards](http://www.nhcounties.org/awards). The deadline is very tight – the deadline for admissions is 4:00 PM on Oct. 1. No

late submissions will be accepted. Counties will honor award recipients at individual county events throughout the year.

**XXIII. Affiliate updates**

- a. Corrections: Henry explains that the 115<sup>th</sup> Academy starts 9.13; the Affiliate meets next on 9.24; and those superintendents are looking into hiring and recruiting with ARPA funds.
- b. Commissioners Council: Pappas reports no updates.
- c. County Attorneys: no update
- d. Deeds: Stacey explains that Carroll County is changing their research software to a new vendor and that the next meeting of the Affiliate is scheduled for 9.20.
- e. Sheriffs: no update.
- f. Human Resources: Kivikoski reports that the Affiliate will meet on 9.24 and that they are tabulating salary survey data pending one last county's submission.
- g. Nursing homes: Bower reports that the Affiliate continues to virtually meet every week and that the Affiliate is digesting new Executive Orders from President Biden pending clarification for mandatory vaccinations in healthcare settings.
- h. Administrators: Coates explains the Affiliate continues to meet virtually on a bi-weekly schedule.

**XXIV. Other business**

- a. Henry the Executive Committee for approval for a third Academy for 2021. Cunningham makes a **MOTION** to approve a third Corrections Academy for 2021. Stacey **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.
- b. Coates, representing Cheshire County as the 2022 Conference host, offers that the 2022 conference may be held at the Mount Washington Hotel to bring everyone together in a big space. Cheshire County could pass the Conference hosting to Coos, alternatively, the 2022 Conference could be a hostless Association Conference.

**XXV. Next meeting**

- a. The next meeting will be Friday, October 1.

**XXVI. Adjournment**

- a. Henry makes a **MOTION** to adjourn the meeting. Dorsett **SECONDS** the **MOTION**. Invokes unanimous consent. The **MOTION PASSES**.

*Minutes prepared by Danielle Duchesne on September 10, 2021.*

*Minutes approved on October 1, 2021.*