



Annual Report

Fiscal Period Ending June 30, 2021

Rockingham County Commissioners:

Thomas Tombarello, Chair
Brian Chirichiello, Vice Chair
Kathryn Coyle, Clerk

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ROCKINGHAM COUNTY COMMISSIONERS

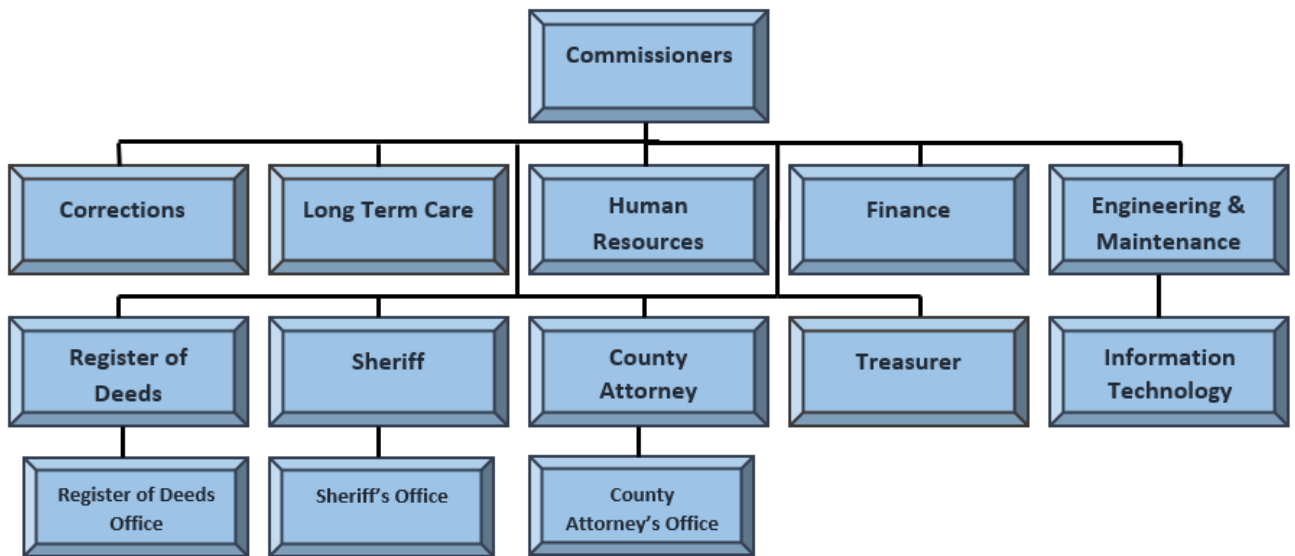


Fiscal Period Ending June 30, 2021

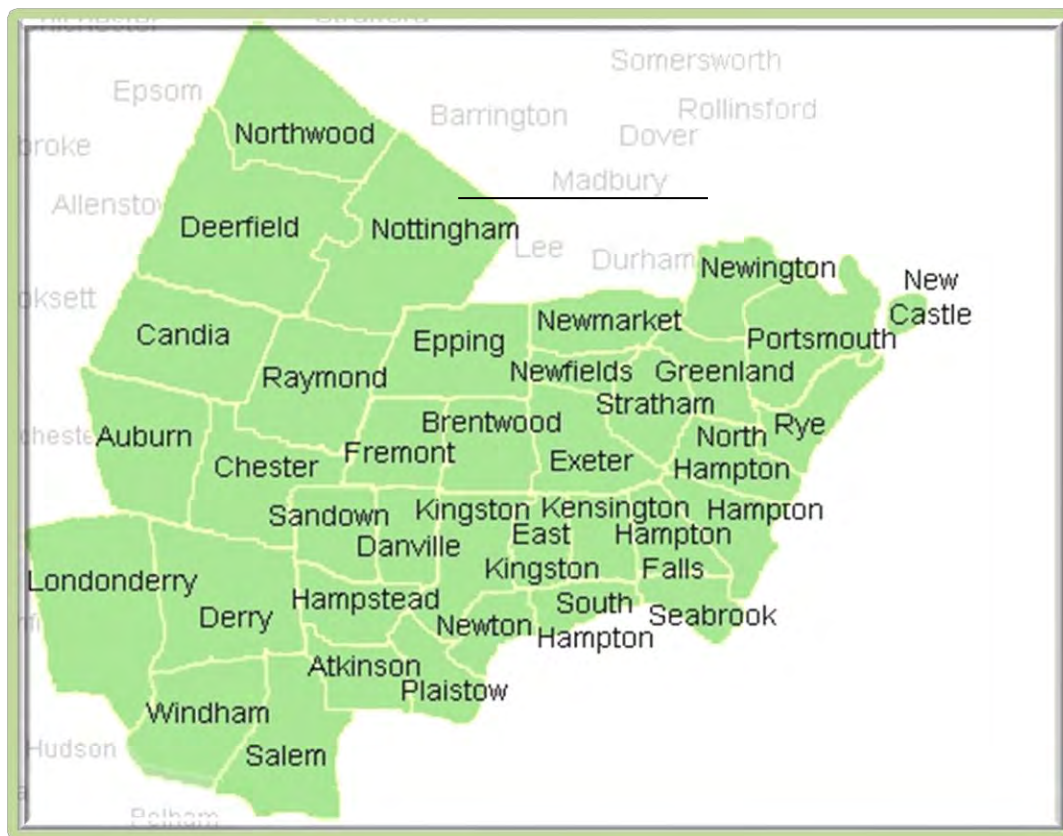
Rockingham County has a three-member board of Commissioners. The Board consists of Chairman Thomas Tombarello from Sandown, Vice Chairman Brian Chirichiello from Derry, and Clerk Kathryn Coyle from Portsmouth. The Board was supported by Senior Executive Assistant Leila Mattila of Danville. Together the Commissioners' Office is responsible for the administration of all county functions, and last year oversaw a budget of \$85,368,991. The County Commissioners are responsible for the day-to-day operations of the County in both fiscal and policy matters, as well as the management of County buildings (30 buildings), land (500 acres), and personnel (500 +/- employees). Featured on the next page is a chart explaining the structure of county government.

Over the last year, the Commissioners with the support of the County Delegation have successfully accomplished significant milestones. Plans for construction of a new Municipal building were put in motion, to house the Registry of Deeds, the County Attorney's Office, the Sheriff's Office, a portion of the Department of Corrections Office, and the Commissioner's Office. These construction plans also include a large solar array that will support the entire County Complex, saving Rockingham County taxpayers thousands of dollars annually. The scheduled date to break ground is sometime during the month of October 2022.

Upcoming goals for the Commissioners' Office is to continue strategizing for the staffing difficulties in almost all of the County Departments, especially the Nursing Department and Department of Corrections. The Commissioners respect the trust placed upon them to oversee services for all the citizens of the County. They work hard for their constituents and are prepared to make the difficult decisions they are faced with on a regular basis.



Structure of Rockingham County Government.



Rockingham County consists of thirty-six (36) towns and one (1) city Portsmouth.



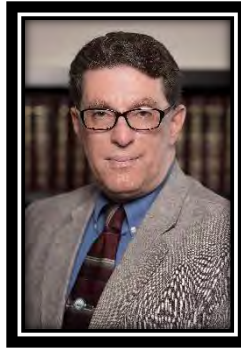
Thomas Tombarello
Chair
District 2

Serving: Atkinson, Brentwood, Epping, Exeter, Fremont, Hampstead, Newfields, Newmarket, Raymond, Salem, Sandown

With over a decade of public service, I represent my district with the dedication and thoroughness the taxpayers deserve. My public service ranges from law enforcement, conservation commission, planning board, and Selectman.

I have lived in Sandown for 18 years with my wife Marykate, my children Molly and Jake and my dog Tazer. Proudly, I have witnessed many accomplishments of this county. We have begun the renovations throughout the Rehabilitation and Nursing Center. The jail has controlled overcrowding and successfully implemented many programs such as drug court, bracelet monitoring and a diversion program.

I enjoy going to the towns and speaking about the ongoing events taking place at our facility and explain to our taxpayers where their taxes are going. It is an honor for me to continue to work with the greatest employees in the State of NH.



Brian Chirichiello
Vice Chair
District 3

Serving: Auburn, Candia, Chester, Deerfield, Derry, Londonderry, Northwood, Nottingham, Windham
I am a 47 year resident of Derry. I proudly served my community on the ZBA, Finance Committee, Trustee of the Trust Funds, and Town Council.



Kathryn Coyle
Clerk
District 1

Serving: Danville, East Kingston, Greenland, Hampton, Hampton Falls, Kensington, Kingston, New Castle, Newington, Newton, North Hampton, Plaistow, Portsmouth, Rye, Seabrook, South Hampton, Stratham

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

APPROPRIATIONS

DEPARTMENT	Page #	FY 2020						FY 2021				
		FYE 6/30/19 Encumbrances	Delegation Approved Budget	Approved Transfers	Approved FY 2020 Inc. Transfers and Encumbrances	Expected at 6/30/2020	% Expected at 6/30/2020	FY 2020 Encumbrances	FY 2021 Commissioners Proposed Budget	FY 2021 Delegation Approved Budget	vs FY 2020 Delegation Approved \$ Change	vs FY 2020 Delegation Approved % Change
GENERAL FUND												
Delegation	1	-	330,529	(150,000)	180,529	102,226	56.6%	-	324,752	324,752	(5,777)	-1.7%
Treasurer	2	-	18,697	-	18,697	17,600	94.1%	-	18,692	18,864	167	0.9%
County Attorney	3	-	3,900,643	-	3,900,643	3,430,689	88.0%	-	3,742,976	3,744,960	(155,683)	-4.0%
District Court	4	-	109,978	-	109,978	68,665	62.4%	-	17	17	(109,961)	-100.0%
Medical Examiner	4	-	93,004	-	93,004	68,830	74.0%	-	62,104	62,104	(30,900)	-33.2%
Sheriff's Office	5-7	5,592	6,585,445	-	6,591,037	6,022,339	91.4%	31,253	6,468,691	6,534,047	(51,398)	-0.8%
Registry of Deeds	8	-	1,357,269	-	1,357,269	1,224,410	90.2%	91,203	1,214,550	1,218,020	(139,249)	-10.3%
Commissioners Office	9	-	237,869	-	237,869	229,673	96.6%	-	235,531	236,791	(1,078)	-0.5%
General Government	10	-	2,685,824	-	2,685,824	2,514,729	93.6%	-	3,248,969	2,648,970	(36,854)	-1.4%
Projects	10	-	765,640	-	765,640	765,640	100.0%	-	508,015	508,015	(257,625)	-33.6%
Grants	10	-	861,896	-	861,896	647,886	75.2%	-	25,000	25,000	(836,896)	-97.1%
Finance Office	11	46,554	1,278,319	-	1,324,873	1,261,787	95.2%	24,338	1,205,157	1,205,157	(73,162)	-5.7%
Engineering & Maintenance	12-15	95,770	4,908,124	-	5,003,894	4,435,573	88.6%	139,206	4,646,677	4,693,626	(214,498)	-4.4%
IT	16	-	612,848	-	612,848	594,334	97.0%	3,500	705,746	705,746	92,898	15.2%
Department of Corrections	17-18	48,375	12,218,670	(169,298)	12,097,747	10,719,645	88.6%	5,911	11,950,203	11,950,203	(268,467)	-2.2%
Human Resources	19	-	775,581	-	775,581	716,974	92.4%	-	789,380	789,380	13,799	1.8%
Statutory Organizations	20											
Conservation District	20	-	85,000	-	85,000	85,000	100.0%	-	85,000	90,000	5,000	5.9%
UNH Cooperative Extension	20	-	402,804	-	402,804	402,804	100.0%	-	402,804	410,054	7,250	1.8%
Non-County Specials	20	-	212,502	-	212,502	202,500	95.3%	-	208,001	240,000	27,498	12.9%
Long Term Care Services	21-28	78,729	28,650,575	-	28,729,304	27,102,845	94.3%	6,988	29,992,224	29,992,224	1,341,649	4.7%
TOTAL COUNTY APPROPRIATIONS	28	275,020	66,091,217	(319,298)	66,046,939	60,614,150	91.8%	302,399	65,834,489	65,397,930	(693,287)	-1.0%
Categorical Assistance	29											
Medicaid Liability	29	-	19,820,139	319,298	20,139,437	20,078,121	99.7%		19,971,061	19,971,061	150,922	0.8%
GRAND TOTAL - APPROPRIATIONS	29	275,020	85,911,356	-	86,186,376	80,692,271	93.6%	302,399	85,805,550	85,368,991	(542,365)	-0.6%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

REVENUES

<i>Revenue Unit</i>	<i>Page #</i>											
		FYE 6/30/19 Encumbrances	FY 2020 Delegation Approved Budget	Approved Transfers	Approved FY 2020 Inc. Transfers and Encumbrances	Expected at 6/30/2020	% Expected at 6/30/2020	FY 2020 Encumbrances	FY 2021 Commissioners Proposed Budget	FY 2021 Delegation Approved Budget	<i>vs FY 2020</i> <i>Delegation</i> <i>Approved</i> \$ Change	<i>vs FY 2020</i> <i>Delegation</i> <i>Approved</i> % Change
GENERAL FUND												
General Government - Taxes	30	-	50,297,336	-	50,297,336	50,297,336	100.0%	-	49,741,471	49,457,963	(839,373)	-1.7%
General Government - Other	30	-	1,203,285	-	1,203,285	1,164,797	96.8%	-	775,000	775,000	(428,285)	-35.6%
County Attorney	30	-	163,620	-	163,620	101,693	62.2%	-	50,003	50,003	(113,617)	-69.4%
Register of Deeds	30	-	3,487,000	-	3,487,000	3,691,000	105.9%	-	3,127,000	2,927,000	(560,000)	-16.1%
Sheriff's Office	30	-	1,375,181	-	1,375,181	1,038,352	75.5%	-	1,412,935	1,412,935	37,754	2.7%
Dispatch	30	-	51,500	-	51,500	51,500	100.0%	-	50,000	50,000	(1,500)	-2.9%
Maintenance Department	30	-	1	-	1	-	0.0%	-	50,001	50,001	50,000	5000000.0%
Human Resources/Fiscal/Commissioners	32	-	1	-	1	250	25000.0%	-	1	1	-	0.0%
Property Management	32	-	43,600	-	43,600	52,797	121.1%	-	53,600	53,600	10,000	22.9%
Categorical Assistance	32	-	110,000	-	110,000	200,000	181.8%	-	160,000	160,000	50,000	45.5%
Department of Corrections	32	-	149,018	-	149,018	107,164	71.9%	-	128,902	128,902	(20,116)	-13.5%
Long Term Care Services	31	-	23,317,445	-	23,317,445	23,400,230	100.4%	-	24,170,575	24,170,575	853,130	3.7%
IT	30	-	15,000	-	15,000	16,351	109.0%	-	15,000	15,000	-	0.0%
TOTAL REVENUE	32	-	80,212,987	-	80,212,987	80,121,470	99.9%	-	79,734,488	79,250,980	(962,007)	-1.2%
Transfers	32	-	2,000	-	2,000	250	12.5%	-	2,000	2,000	-	0.0%
Fund Balance												
Reserve for Encumbrances	32	275,020	-	-	275,020	275,020	100.0%	302,399	-	-	-	0.0%
Unreserved Fund Balance	32	-	5,696,369	-	5,696,369	295,531	5.2%	-	6,069,062	6,116,011	419,642	7.4%
Total Fund Balance	32	275,020	5,696,369	-	5,971,389	570,551	9.6%	302,399	6,069,062	6,116,011	419,642	7.4%
GRAND TOTAL	32	275,020	85,911,356	-	86,186,376	80,692,271	93.6%	302,399	85,805,550	85,368,991	(542,365)	-0.6%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
GENERAL FUND												
16100000	DELEGATION											
51000	Delegates Per Diem Payment		8,000		8,000	6,135	76.7%	8,000	8,000	-	0.0%	
51002	Staff Salary		51,473		51,473	50,632	98.4%	52,663	52,663	1,190	2.3%	
51004	Compensated Absences		2,500		2,500	2,500	100.0%	3,750	3,750	1,250	50.0%	
51400	Health Buyout		1		1	-	0.0%	1	1	-	0.0%	
51401	Longevity		750		750	750	100.0%	1,000	1,000	250	33.3%	
	TOTAL SALARIES	-	62,724	-	62,724	60,017	95.7%	-	65,414	65,414	2,690	4.3%
52100	Social Security Taxes		3,938		3,938	4,010	101.8%	4,717	4,717	779	19.8%	
52101	Health		16,665		16,665	16,665	100.0%	15,600	15,600	(1,065)	-6.4%	
52102	Dental		600		600	600	100.0%	650	650	50	8.3%	
52103	Retirement		5,727		5,727	5,711	99.7%	5,994	5,994	267	4.7%	
52104	Workers Comp		44		44	44	100.0%	40	40	(4)	-9.1%	
52105	Unemployment		62		62	62	100.0%	60	60	(2)	-3.2%	
52106	Short Term Disability		367		367	367	100.0%	375	375	8	2.2%	
	TOTAL PAYROLL EXPENSES	-	27,403	-	27,403	27,459	100.2%	-	27,436	27,436	33	0.1%
53000	Telephone/Communications		200		200	100	50.0%	200	200	-	0.0%	
53100	Postage		1,200		1,200	750	62.5%	1,200	1,200	-	0.0%	
53400	Office Supplies/Expenses		1,200		1,200	600	50.0%	1,200	1,200	-	0.0%	
53501	Expendable Equipment Delegation		1		1	-	0.0%	1	1	-	0.0%	
53600	Service Contract		1,100		1,100	1,200	109.1%	1,400	1,400	300	27.3%	
53900	Conferences/Training		800		800	-	0.0%	2,000	2,000	1,200	150.0%	
53903	Travel Reimbursement		10,000		10,000	10,000	100.0%	10,000	10,000	-	0.0%	
53402	Advertisements		900		900	600	66.7%	900	900	-	0.0%	
54200	Audits		1		1	-	0.0%	1	1	-	0.0%	
54100	Contingency EF		200,000	(150,000)	50,000	-	0.0%	200,000	200,000	-	0.0%	
54300	Legal Services/Investigations		25,000		25,000	1,500	6.0%	15,000	15,000	(10,000)	-40.0%	
	TOTAL OPERATING EXPENSE	-	240,402	(150,000)	90,402	14,750	16.3%	-	231,902	231,902	(8,500)	-3.5%
	TOTAL BUDGET - DELEGATION	-	330,529	(150,000)	180,529	102,226	56.6%	-	324,752	324,752	(5,777)	-1.7%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation Approved		Approved FY 2020	Expected	%		Commissioners	Delegation	vs. FY 2020 Delegation	vs. FY 2020 Delegation
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020	FY 2020 Encumbrances	Proposed FY 2021	Approved FY 2021	Approved \$ Change	Approved % Change
12100000	COUNTY TREASURER											
51000	Treasurer's Salary		8,000		8,000	8,000	100.0%		8,000	8,160	160	2.0%
	TOTAL SALARIES	-	8,000	-	8,000	8,000	100.0%	-	8,000	8,160	160	2.0%
52100	Social Security Taxes		612		612	612	100.0%		612	624	12	2.0%
52104	Worker's Compensation		6		6	6	100.0%		1	1	(5)	-83.3%
	TOTAL PAYROLL EXPENSE	-	618	-	618	618	100.0%	-	613	625	7	1.1%
53000	Telephone/Communications		1		1	-	0.0%		1	1	-	0.0%
53100	Postage		8,000		8,000	8,000	100.0%		8,000	8,000	-	0.0%
53300	Dues		75		75	50	66.7%		75	75	-	0.0%
53400	Office Supplies		1,000		1,000	600	60.0%		1,000	1,000	-	0.0%
53502	Equipment-Treasurer		1		1	-	0.0%		1	1	-	0.0%
53600	Service Contracts		1		1	-	0.0%		1	1	-	0.0%
53700	Publications/Books		1		1	-	0.0%		1	1	-	0.0%
53900	Conferences/Trng/Cont Ed		400		400	-	0.0%		400	400	-	0.0%
53903	Travel Reimbursement		600		600	332	55.3%		600	600	-	0.0%
	TOTAL OPERATING EXPENSE	-	10,079	-	10,079	8,982	89.1%	-	10,079	10,079	-	0.0%
	TOTAL BUDGET - TREASURER	-	18,697	-	18,697	17,600	94.1%	-	18,692	18,864	167	0.9%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
13100000	COUNTY ATTORNEY											
51000	County Attorney's Salary		99,200		99,200	99,200	100.0%	99,200	101,184	1,984	2.0%	
51002	Admin Salaries		732,334		732,334	617,225	84.3%	732,349	732,349	15	0.0%	
51100	Assistant County Attorney Salaries		1,369,560		1,369,560	1,174,250	85.7%	1,320,712	1,320,712	(48,848)	-3.6%	
51101	Victim/Witness Advocate		220,651		220,651	196,304	89.0%	227,594	227,594	6,943	3.1%	
51105	Investigators Salaries		91,428		91,428	92,280	100.9%	95,127	95,127	3,699	4.0%	
51004	Compensated Absences		20,000		20,000	20,000	100.0%	30,000	30,000	10,000	50.0%	
51400	Health Buyout		15,000		15,000	16,313	108.8%	18,000	18,000	3,000	20.0%	
51401	Longevity		4,350		4,350	3,752	86.3%	4,300	4,300	(50)	-1.1%	
	TOTAL SALARIES	-	2,552,523	-	2,552,523	2,219,324	86.9%	-	2,527,282	2,529,266	(23,257)	-0.9%
52100	Social Security Taxes		193,738		193,738	160,299	82.7%	191,042	191,042	(2,696)	-1.4%	
52101	Employee Health Insurance		549,945		549,945	549,945	100.0%	468,000	468,000	(81,945)	-14.9%	
52102	Employee Dental Insurance		25,800		25,800	25,800	100.0%	27,300	27,300	1,500	5.8%	
52103	Retirement		279,828		279,828	231,920	82.9%	266,293	266,293	(13,535)	-4.8%	
52104	Worker's Compensation		2,774		2,774	2,774	100.0%	2,260	2,260	(514)	-18.5%	
52105	Unemployment Insurance		2,666		2,666	2,666	100.0%	2,520	2,520	(146)	-5.5%	
52106	Short Term Disability		15,318		15,318	15,318	100.0%	14,297	14,297	(1,021)	-6.7%	
	TOTAL PAYROLL EXPENSES	-	1,070,069	-	1,070,069	988,722	92.4%	-	971,712	971,712	(98,357)	-9.2%
53000	Telephone/Communications		22,500		22,500	15,000	66.7%	18,000	18,000	(4,500)	-20.0%	
53100	Postage		12,000		12,000	9,200	76.7%	8,000	8,000	(4,000)	-33.3%	
53300	Dues		12,000		12,000	11,500	95.8%	12,000	12,000	-	0.0%	
53400	Office Supplies		40,000		40,000	39,500	98.8%	37,950	37,950	(2,050)	-5.1%	
53501	Equipment Expendable		5,300		5,300	4,604	86.9%	1	1	(5,299)	-100.0%	
53502	Equipment Non Expendable		1		1	-	0.0%	1	1	-	0.0%	
53600	Service Contracts/Equip Repairs Mntc		61,000		61,000	54,000	88.5%	60,000	60,000	(1,000)	-1.6%	
53700	Law Books/Publications		13,000		13,000	11,500	88.5%	11,500	11,500	(1,500)	-11.5%	
53701	Software		200		200	-	0.0%	1,000	1,000	800	400.0%	
53900	Conferences/Trng/Cont Ed		6,000		6,000	7,455	124.3%	14,300	14,300	8,300	138.3%	
53903	Travel Reimbursements		18,000		18,000	9,100	50.6%	15,000	15,000	(3,000)	-16.7%	
54100	Investigations		3,550		3,550	2,915	82.1%	3,550	3,550	-	0.0%	
54101	Expenses of Prosecutions		80,000		80,000	50,750	63.4%	60,000	60,000	(20,000)	-25.0%	
54102	Victim Advocate Expense		2,000		2,000	1,995	99.8%	2,500	2,500	500	25.0%	
53900-31001	Victim Advocate Conferences		2,500		2,500	5,124	205.0%	180	180	(2,320)	-92.8%	
	TOTAL OPERATING EXPENSE	-	278,051	-	278,051	222,643	80.1%	-	243,982	243,982	(34,069)	-12.3%
	TOTAL BUDGET - COUNTY ATTORNEY	-	3,900,643	-	3,900,643	3,430,689	88.0%	-	3,742,976	3,744,960	(155,683)	-4.0%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
13102000	DISTRICT COURT											
	NT											
51107	Plaistow Court		1		1	-	0.0%		1	1	-	0.0%
51108	Exeter DC		74,521		74,521	41,489	55.7%		1	1	(74,520)	-100.0%
51004	Compensated Absences		1		1	-	0.0%		1	1	-	0.0%
51400	Health Buyout		1		1	-	0.0%		1	1	-	0.0%
51401	Longevity		150		150	150	100.0%		1	1	(149)	-99.3%
	TOTAL SALARIES	-	74,674	-	74,674	41,639	55.8%	-	5	5	(74,669)	-100.0%
52100	Social Security Taxes		5,712		5,712	3,094	54.2%		1	1	(5,711)	-100.0%
52101	Employee Health Insurance		17,325		17,325	17,325	100.0%		1	1	(17,324)	-100.0%
52102	Employee Dental Insurance		600		600	600	100.0%		1	1	(599)	-99.8%
52103	Retirement		8,302		8,302	4,573	55.1%		1	1	(8,301)	-100.0%
52104	Worker's Compensation		82		82	82	100.0%		1	1	(81)	-98.8%
52105	Unemployment Insurance		62		62	62	100.0%		1	1	(61)	-98.4%
52106	Short Term Disability		419		419	419	100.0%		1	1	(418)	-99.8%
	TOTAL PAYROLL EXPENSES	-	32,502	-	32,502	26,155	80.5%	-	7	7	(32,495)	-100.0%
53100	Postage		1		1	-	0.0%		1	1	-	0.0%
53300	Dues		600		600	-	0.0%		1	1	(599)	-99.8%
53400	Office Supplies and Expenses		1		1	-	0.0%		1	1	-	0.0%
53900	Conferences		200		200	85	42.5%		1	1	(199)	-99.5%
53903	Travel Reimbursement		2,000		2,000	786	39.3%		1	1	(1,999)	-100.0%
	TOTAL OPERATING EXPENSE	-	2,802	-	2,802	871	31.1%	-	5	5	(2,797)	-99.8%
	TOTAL BUDGET DISTRICT COURT	-	109,978	-	109,978	68,665	62.4%	-	17	17	(109,961)	-100.0%
13101000	MEDICAL EXAMINER											
53000	Telephone/Communications		1		1	-	0.0%		1	1	-	0.0%
53400	Supplies/Expenses		1		1	-	0.0%		1	1	-	0.0%
53903	Travel Reimbursement		15,000		15,000	10,500	70.0%		10,000	10,000	(5,000)	-33.3%
54401	Views		65,000		65,000	54,330	83.6%		43,400	43,400	(21,600)	-33.2%
54402	Autopsies		1		1	-	0.0%		1	1	-	0.0%
54403	Funeral Home/Transports		13,000		13,000	4,000	30.8%		8,700	8,700	(4,300)	-33.1%
54404	Lab Work		1		1	-	0.0%		1	1	-	0.0%
	TOTAL OPERATING EXPENSE	-	93,004	-	93,004	68,830	74.0%	-	62,104	62,104	(30,900)	-33.2%
	TOTAL BUDGET - MEDICAL EXAMINER	-	93,004	-	93,004	68,830	74.0%	-	62,104	62,104	(30,900)	-33.2%
	TOTAL BUDGET - COUNTY ATTORNEY'S OFFICE	-	4,103,625	-	4,103,625	3,568,184	87.0%	-	3,805,097	3,807,081	(296,544)	-7.2%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
15100000	SHERIFF'S OFFICE											
51000	Sheriff's Salary		76,500		76,500	76,500	100.0%	76,500	78,030	1,530	2.0%	
51002	Clerical Salaries		187,344		187,344	188,423	100.6%	191,795	191,795	4,451	2.4%	
51150	Deputy Sheriff Salaries		1,669,127		1,669,127	1,569,507	94.0%	1,702,104	1,702,104	32,977	2.0%	
51152	Bailiffs		409,122		409,122	382,004	93.4%	417,304	417,304	8,182	2.0%	
51158	Clerical Overtime		500		500	23	4.6%	-	-	(500)	-100.0%	
51159	Reserve Deputies		114,400		114,400	103,947	90.9%	64,400	114,401	1	0.0%	
51004	Compensated Absences		60,000		60,000	60,000	100.0%	60,000	60,000	-	0.0%	
51400	Health Buyout		13,500		13,500	14,538	107.7%	13,200	13,200	(300)	-2.2%	
51401	Longevity		8,600		8,600	7,942	92.3%	8,900	8,900	300	3.5%	
51402	Deputies Overtime		81,178		81,178	75,248	92.7%	85,772	85,772	4,594	5.7%	
	TOTAL SALARIES	-	2,620,271	-	2,620,271	2,478,132	94.6%	-	2,619,975	2,671,506	51,235	2.0%
52100	Social Security Taxes		66,044		66,044	72,998	110.5%	54,238	54,238	(11,806)	-17.9%	
52101	Employee Health Insurance		366,630		366,630	366,630	100.0%	343,200	343,200	(23,430)	-6.4%	
52102	Employee Dental Insurance		18,600		18,600	18,600	100.0%	20,150	20,150	1,550	8.3%	
52103	Retirement		515,309		515,309	484,763	94.1%	529,717	529,717	14,408	2.8%	
52104	Worker's Compensation		26,802		26,802	26,802	100.0%	22,073	22,073	(4,729)	-17.6%	
52105	Unemployment Insurance		1,860		1,860	1,860	100.0%	1,800	1,800	(60)	-3.2%	
52106	Short Term Disability		11,716		11,716	11,716	100.0%	11,954	11,954	238	2.0%	
	TOTAL PAYROLL EXPENSES	-	1,006,961	-	1,006,961	983,369	97.7%	-	983,132	983,132	(23,829)	-2.4%
53000	Telephone/Communications		47,500		47,500	50,065	105.4%	34,300	34,300	(13,200)	-27.8%	
53100	Postage		9,825		9,825	5,886	59.9%	7,500	9,825	-	0.0%	
53300	Dues		2,400		2,400	2,179	90.8%	2,400	2,400	-	0.0%	
53400	Office Supplies/Expenses		20,000		20,000	20,000	100.0%	19,000	19,000	(1,000)	-5.0%	
53500	Equipment Repair		1,500		1,500	1,500	100.0%	1,500	1,500	-	0.0%	
55400	Firearm Supplies and Expenses		31,000		31,000	20,082	64.8%	9,150	30,500	(500)	-1.6%	
53501	Exp Equipment Sheriff		4,500		4,500	4,493	99.8%		3,564	(936)	-20.8%	
53502	Non Expendable Equipment		30,009		30,009	11,301	37.7%	18,699	32,000	1,991	6.6%	
53600	Service/Maintenance Contract		38,600		38,600	34,922	90.5%		29,000	(9,600)	-24.9%	
53701	Computer Software/Programs		1,500		1,500	1,142	76.1%		700	(800)	-53.3%	
53800	Cruiser/Maintenance		-		-	-	0.0%		1	1	100.0%	
53804	New Cruiser Equipment		56,500		56,500	56,217	99.5%		50,000	(6,500)	-11.5%	
53900	Conferences/Trng/Cont Ed		7,600		7,600	5,985	78.8%		7,600	-	0.0%	
54001	New Hire Psyche		2,100		2,100	2,100	100.0%		2,100	-	0.0%	
54201	Housekeeping		500		500	500	100.0%		500	-	0.0%	
54202	Travel & Extradition		1,075		1,075	1,700	158.1%		1,500	425	39.5%	

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget		Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
54204	Uniform Allowance	2,742	33,000		35,742	32,776	91.7%		35,742	35,742	2,742	8.3%
57158	2016 vehicle lease		1		1	-	0.0%		-	-	(1)	-100.0%
57159	2017 vehicle lease		46,154		46,154	-	0.0%		-	-	(46,154)	-100.0%
57160	2018 vehicle lease		73,617		73,617	73,554	99.9%		73,617	73,617	-	0.0%
57161	2020 vehicle lease		81,800		81,800	80,225	98.1%		77,200	77,200	(4,600)	-5.6%
57162	2021 vehicles								48,500	60,000	60,000	100.0%
	TOTAL OPERATING EXPENSE	2,742	489,181	-	491,923	404,627	82.3%	27,849	457,224	471,049	(18,132)	-3.7%
	TOTAL BUDGET SHERIFF	2,742	4,116,413	-	4,119,155	3,866,128	93.9%	27,849	4,060,331	4,125,687	9,274	0.2%
15101000	DISPATCH											
51002	Dispatch Operators Salaries		1,114,303		1,114,303	1,053,148	94.5%		1,151,288	1,151,288	36,985	3.3%
51400	Health Buyout		7,500		7,500	6,438	85.8%		7,500	7,500	-	0.0%
51401	Longevity		7,850		7,850	7,172	91.4%		7,100	7,100	(750)	-9.6%
51402	Dispatch Overtime		92,588		92,588	80,865	87.3%		99,668	99,668	7,080	7.6%
51004	Compensated Absences		10,000		10,000	10,000	100.0%		15,000	15,000	5,000	50.0%
	TOTAL SALARIES	-	1,232,241		1,232,241	1,157,623	93.9%		1,280,556	1,280,556	48,315	3.9%
52100	Social Security Taxes		88,598		88,598	77,339	87.3%		91,919	91,919	3,321	3.7%
52101	Employee Health Insurance		266,640		266,640	266,640	100.0%		249,600	249,600	(17,040)	-6.4%
52102	Employee Dental Insurance		12,600		12,600	12,600	100.0%		13,650	13,650	1,050	8.3%
52103	Retirement		141,200		141,200	124,594	88.2%		149,278	149,278	8,078	5.7%
52104	Worker's Compensation		2,029		2,029	2,029	100.0%		1,771	1,771	(258)	-12.7%
52105	Unemployment Insurance		1,302		1,302	1,302	100.0%		1,260	1,260	(42)	-3.2%
52106	Short Term Disability		6,846		6,846	6,846	100.0%		7,512	7,512	666	9.7%
	TOTAL PAYROLL EXPENSE	-	519,215		519,215	491,350	94.6%		514,990	514,990	(4,225)	-0.8%
53400	Office Supplies		4,500		4,500	5,608	124.6%		4,500	4,500	-	0.0%
53500	Equipment Repair		3,000		3,000	1,750	58.3%		3,000	3,000	-	0.0%
53501	Expendable Equipment		4,000		4,000	3,165	79.1%		4,000	4,000	-	0.0%
53502	Non Expendable Equipment		25,000		25,000	22,690	90.8%		1	1	(24,999)	-100.0%
53600	Service Contracts-mntc		48,500		48,500	48,159	99.3%		46,500	46,500	(2,000)	-4.1%
53701	Computer Software Program	2,850	5,200		8,050	-	0.0%		2,000	2,000	(3,200)	-61.5%
53900	Conferences/Trng/Cont Ed		3,500		3,500	3,500	100.0%		3,000	3,000	(500)	-14.3%
54204	Dispatch Uniforms		4,500		4,500	4,470	99.3%		2,500	2,500	(2,000)	-44.4%
54250	Radio Data Lines		2,200		2,200	2,190	99.5%		2,400	2,400	200	9.1%
	TOTAL OPERATING EXPENSE	2,850	100,400	-	103,250	91,532	88.7%	-	67,901	67,901	(32,499)	-32.4%
	TOTAL BUDGET - DISPATCH	2,850	1,851,856	-	1,854,706	1,740,505	93.8%	-	1,863,447	1,863,447	11,591	0.6%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			Approved FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
15102000	RADIO											
51002	Radio Salaries		62,510		62,510	62,259	99.6%	65,493	65,493	2,983	4.8%	
51004	Compensated Absences		1		1	-	0.0%	500	500	499	49900.0%	
51400	Health Buyout		1		1	-	0.0%	1	1	-	0.0%	
51401	Longevity		1		1	-	0.0%	1	1	-	0.0%	
51402	Overtime		900		900	258	28.7%	-	-	(900)	-100.0%	
	TOTAL SALARIES	-	63,413	-	63,413	62,517	98.6%	-	65,995	65,995	2,582	4.1%
52100	Social Security Taxes		4,851		4,851	4,600	94.8%	5,010	5,010	159	3.3%	
52101	Employee Health Insurance		16,665		16,665	16,665	100.0%	15,600	15,600	(1,065)	-6.4%	
52102	Employee Dental Insurance		600		600	600	100.0%	650	650	50	8.3%	
52103	Retirement		7,060		7,060	6,983	98.9%	7,316	7,316	256	3.6%	
52104	Worker's Compensation		2,323		2,323	2,323	100.0%	1,943	1,943	(380)	-16.4%	
52105	Unemployment Insurance		62		62	62	100.0%	60	60	(2)	-3.2%	
52106	Short Term Disability		419		419	419	100.0%	419	419	-	0.0%	
	TOTAL PAYROLL EXPENSE	-	31,980	-	31,980	31,652	99.0%	-	30,998	30,998	(982)	-3.1%
53400	Office Supplies and Expenses		1,000		1,000	571	57.1%	1,000	1,000	-	0.0%	
53500	Parts		15,000		15,000	3,222	21.5%	3,404	15,000	15,000	-	0.0%
53600	Service Contracts		21,500		21,500	15,000	69.8%	16,500	16,500	(5,000)	-23.3%	
53501	Expendable Equipment		1		1	-	0.0%	1	1	-	0.0%	
53502	Non Expendable Equipment		101,977		101,977	102,719	100.7%	28,358	28,358	(73,619)	-72.2%	
53701	Computer Software		1,000		1,000	-	0.0%	1,500	1,500	500	50.0%	
53900	Conferences & Training		8,500		8,500	8,062	94.8%	1,500	1,500	(7,000)	-82.4%	
	TOTAL OPERATING EXPENSE	-	148,978	-	148,978	129,574	87.0%	3,404	63,859	63,859	(85,119)	-57.1%
	TOTAL BUDGET - RADIO	-	244,371	-	244,371	223,743	91.6%	3,404	160,852	160,852	(83,519)	-34.2%
15104000	OUTSIDE DETAIL											
51150	Deputy Sheriff Salaries		300,162		300,162	146,145	48.7%	306,165	306,165	6,003	2.0%	
	TOTAL SALARIES	-	300,162	-	300,162	146,145	48.7%	-	306,165	306,165	6,003	2.0%
52100	Social Security Taxes		4,353		4,353	2,102	48.3%	4,439	4,439	86	2.0%	
52103	Retirement		59,735		59,735	35,161	58.9%	65,282	65,282	5,547	9.3%	
52104	Worker's Compensation		8,555		8,555	8,555	100.0%	8,175	8,175	(380)	-4.4%	
	TOTAL PAYROLL EXPENSE	-	72,643	-	72,643	45,818	63.1%	-	77,896	77,896	5,253	7.2%
	SUBTOTAL - OUTSIDE DETAIL	-	372,805	-	372,805	191,963	51.5%	-	384,061	384,061	11,256	3.0%
	TOTAL - SHERIFF/DISPATCH/RADIO/OUTSIDE DETAIL	5,592	6,585,445	-	6,591,037	6,022,339	91.4%	31,253	6,468,691	6,534,047	(51,398)	-0.8%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
14100000	REGISTER OF DEEDS											
	<i>SU indicates surcharge funding</i>											
51000	Registrar's Salary		73,500		73,500	73,500	100.0%	73,500	74,970	1,470	2.0%	
51002	Clerical Salaries		614,858		614,858	616,723	100.3%	601,330	601,330	(13,528)	-2.2%	
51004	Compensated Absences		5,000		5,000	5,000	100.0%	6,500	6,500	1,500	30.0%	
51400	Health Buyout		3,000		3,000	3,250	108.3%	3,000	3,000	-	0.0%	
51401	Longevity		7,600		7,600	7,600	100.0%	7,900	7,900	300	3.9%	
	TOTAL SALARIES	-	703,958	-	703,958	706,073	100.3%	-	692,230	693,700	(10,258)	-1.5%
52100	Social Security Taxes		52,659		52,659	49,998	94.9%	52,458	52,458	(201)	-0.4%	
52101	Employee Health Insurance		216,645		216,645	216,645	100.0%	187,200	187,200	(29,445)	-13.6%	
52102	Employee Dental Insurance		9,000		9,000	9,000	100.0%	9,100	9,100	100	1.1%	
52103	Retirement		76,890		76,890	76,018	98.9%	76,261	76,261	(629)	-0.8%	
52104	Worker's Compensation		518		518	518	100.0%	451	451	(67)	-12.9%	
52105	Unemployment Insurance		930		930	930	100.0%	780	780	(150)	-16.1%	
52106	Short Term Disability		4,669		4,669	4,669	100.0%	4,600	4,600	(69)	-1.5%	
	TOTAL PAYROLL EXPENSES	-	361,311	-	361,311	357,778	99.0%	-	330,850	330,850	(30,461)	-8.4%
53000	Telephone/Communications		8,000		8,000	7,000	87.5%	1,200	1,200	(6,800)	-85.0%	
53100	Postage		16,000		16,000	13,388	83.7%	12,000	14,000	(2,000)	-12.5%	
53300	Dues - Professional Associations		1,500		1,500	1,087	72.5%	1,269	1,269	(231)	-15.4%	
53400	Office Supplies		15,000		15,000	10,000	66.7%	10,000	10,000	(5,000)	-33.3%	
53501	Equipment Expendable <i>SU</i>		9,000		9,000	9,000	100.0%	6,500	6,500	(2,500)	-27.8%	
53502	Equipment Non Expendable <i>SU</i>		10,000		10,000	5,000	50.0%	12,000	12,000	2,000	20.0%	
53600	Service Contracts <i>SU</i>		20,000		20,000	10,000	50.0%	36,000	36,000	16,000	80.0%	
53701	Software Revisions		40,000		40,000	35,000	87.5%	40,000	40,000	-	0.0%	
53900	Conferences/Trng/Cont Ed		1,500		1,500	1,085	72.3%	1,500	1,500	-	0.0%	
53903	Travel Reimbursement		5,000		5,000	4,000	80.0%	5,000	5,000	-	0.0%	
54150	Imaging/Cd Rom Project <i>SU</i>		15,000		15,000	5,000	33.3%	288	6,000	6,000	(9,000)	-60.0%
54151	Book Restoration Project <i>SU</i>		91,000		91,000	-	0.0%	90,915	1	1	(90,999)	-100.0%
57103	WDN Access <i>SU</i>		60,000		60,000	60,000	100.0%	60,000	60,000	-	0.0%	
	TOTAL OPERATING EXPENSE	-	292,000	-	292,000	160,559	55.0%	91,203	191,470	193,470	(98,530)	-33.7%
	TOTAL BUDGET - DEEDS	-	1,357,269	-	1,357,269	1,224,410	90.2%	91,203	1,214,550	1,218,020	(139,249)	-10.3%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11100000	COMMISSIONERS OFFICE											
51000	Commissioners Salaries		63,000		63,000	63,000	100.0%		63,000	64,260	1,260	2.0%
51002	Staff Salaries		62,044		62,044	62,728	101.1%		63,766	63,766	1,722	2.8%
51004	Compensated Absences		500		500	500	100.0%		500	500	-	0.0%
51400	Health Buyout		1		1	-	0.0%		1	1	-	0.0%
51401	Longevity		-		-	-	0.0%		-	-	-	0.0%
	TOTAL SALARIES	-	125,545	-	125,545	125,545	100.0%	-	127,267	128,527	2,982	2.4%
52100	Social Security Taxes		9,566		9,566	8,376	87.6%		9,698	9,698	132	1.4%
52101	Employee Health Insurance		66,660		66,660	66,660	100.0%		62,400	62,400	(4,260)	-6.4%
52102	Employee Dental Insurance		2,400		2,400	2,400	100.0%		2,600	2,600	200	8.3%
52103	Retirement		6,908		6,908	6,979	101.0%		7,067	7,067	159	2.3%
52104	Worker's Compensation		53		53	53	100.0%		48	48	(5)	-9.4%
52105	Unemployment Insurance		62		62	62	100.0%		60	60	(2)	-3.2%
52106	Short Term Disability		419		419	419	100.0%		419	419	-	0.0%
	TOTAL PAYROLL EXPENSES	-	86,068	-	86,068	84,949	98.7%	-	82,292	82,292	(3,776)	-4.4%
53000	Telephone/Communications		1,896		1,896	1,896	100.0%		1,900	1,900	4	0.2%
53100	Postage		1,350		1,350	1,200	88.9%		1,560	1,560	210	15.6%
53400	Misc. Office Supplies		4,000		4,000	3,500	87.5%		4,000	4,000	-	0.0%
53501	Equipment-Commissioners		1		1	1	100.0%		1	1	-	0.0%
53502	Equipment Non Expendable		1		1	1	100.0%		1	1	-	0.0%
53600	Service Contracts		3,408		3,408	2,860	83.9%		2,860	2,860	(548)	-16.1%
53700	Law Books/Subscriptions		100		100	-	0.0%		150	150	50	50.0%
53900	Conf/Trng/Cont Ed		5,500		5,500	5,721	104.0%		7,750	7,750	2,250	40.9%
53903	Travel Reimbursement		10,000		10,000	4,000	40.0%		7,750	7,750	(2,250)	-22.5%
	TOTAL OPERATING EXPENSE	-	26,256	-	26,256	19,179	73.0%	-	25,972	25,972	(284)	-1.1%
	TOTAL BUDGET - COMMISSIONERS	-	237,869	-	237,869	229,673	96.6%	-	235,531	236,791	(1,078)	-0.5%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation		Approved	Expected	%		Commissioners	Delegation	vs. FY 2020	vs. FY 2020
ACCOUNT		FYE 6/30/19	Approved	Approved	Inc. Transfers	at	Expected at	FY 2020	Proposed	Approved	Delegation	Delegation
NUMBER	ACCOUNT DESCRIPTION	Encumbrances	FY 2020 Budget	Transfers	and Encumbrances	6/30/2020	6/30/2020	Encumbrances	FY 2021	FY 2021	Approved	Approved
											\$ Change	% Change
10300000	GENERAL GOVERNMENT											
53907	Education Assistance		26,000		26,000	3,000	11.5%		25,000	25,000	(1,000)	-3.8%
57109	Courthouse Lease Pmts		206,536		206,536	206,536	100.0%		208,400	208,400	1,864	0.9%
58100	Int on Tax Anticipation Note/legal/bond/Bk Fees		1		1	-	0.0%		1	1	-	0.0%
58105	Bond/Anticipation Expense <i>EF EM</i>		11,000		11,000	2,000	18.2%		11,000	11,000	-	0.0%
58106	Bond Int <i>EF</i>		435,300		435,300	435,300	100.0%		375,422	375,422	(59,878)	-13.8%
58108	Energy Savings		1		1	-	0.0%		-	-	(1)	-100.0%
58203	Bond Principal		1,461,000		1,461,000	1,461,000	100.0%		1,480,000	1,480,000	19,000	1.3%
58300	Legal Fees <i>EF</i>		125,000		125,000	75,000	60.0%		125,000	125,000	-	0.0%
58301	Judgements		1		1	-	0.0%		1	1	-	0.0%
58302	Labor Relations		30,000		30,000	8,000	26.7%		50,000	50,000	20,000	66.7%
58400	Insurance <i>EF</i>		331,985		331,985	274,323	82.6%		318,395	318,395	(13,590)	-4.1%
58500	Property Taxes		13,000		13,000	13,870	106.7%		14,600	14,600	1,600	12.3%
58503	Land/Building Purchase		-		-	-	0.0%		600,000	1	1	100.0%
58600	Audit/Study/Report Fees <i>EF</i>		45,000		45,000	34,900	77.6%		40,150	40,150	(4,850)	-10.8%
58800	NACO Dues		1,000		1,000	800	80.0%		1,000	1,000	-	0.0%
	TOTAL BUDGET - GENERAL GOVERNMENT	-	2,685,824	-	2,685,824	2,514,729	93.6%	-	3,248,969	2,648,970	(36,854)	-1.4%
10100000	PROJECTS											
	Capital Improvements											
57123	Capital Imp <i>PART EF</i>		731,640		731,640	731,640	100.0%		483,015	483,015	(248,625)	-34.0%
	Non-Routine Maintenance											
57130	Non Routine <i>Part EF</i>	-	34,000		34,000	34,000	100.0%		25,000	25,000	(9,000)	-26.5%
	TOTAL BUDGET PROJECTS	-	765,640	-	765,640	765,640	100.0%	-	508,015	508,015	(257,625)	-33.6%
10200000	GRANTS											
57201	Grant Monies		861,896		861,896	647,886	75.2%		25,000	25,000	(836,896)	-97.1%
	TOTAL BUDGET GRANTS	-	861,896	-	861,896	647,886	75.2%	-	25,000	25,000	(836,896)	-97.1%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			Approved FY 2020 Budget		Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11200000	FINANCE OFFICE											
	<i>PARTIAL EF REIMBURSEMENT</i>											
51002	Staff		604,495		604,495	584,171	96.6%		618,302	618,302	13,807	2.3%
51004	Compensated Absences		10,000		10,000	10,000	100.0%		15,000	15,000	5,000	50.0%
51400	Health Buyout		1,500		1,500	1,563	104.2%		1,500	1,500	-	0.0%
51401	Longevity		1,350		1,350	1,375	101.9%		1,800	1,800	450	33.3%
	TOTAL SALARIES	-	617,345	-	617,345	597,109	96.7%	-	636,602	636,602	19,257	3.1%
52100	Social Security Taxes		46,462		46,462	42,493	91.5%		47,553	47,553	1,091	2.3%
52101	Employee Health Insurance		149,985		149,985	149,985	100.0%		140,400	140,400	(9,585)	-6.4%
52102	Employee Dental Insurance		6,000		6,000	6,000	100.0%		6,500	6,500	500	8.3%
52103	Retirement		66,337		66,337	65,034	98.0%		69,265	69,265	2,928	4.4%
52104	Worker's Compensation		505		505	505	100.0%		455	455	(50)	-9.9%
52105	Unemployment Insurance		620		620	620	100.0%		600	600	(20)	-3.2%
52106	Short Term Disability		3,796		3,796	3,796	100.0%		3,902	3,902	106	2.8%
	TOTAL PAYROLL EXPENSES	-	273,705	-	273,705	268,433	98.1%	-	268,675	268,675	(5,030)	-1.8%
53000	Telephone/Communications		878		878	871	99.2%		850	850	(28)	-3.2%
53100	Postage		400		400	134	33.5%		200	200	(200)	-50.0%
53300	Dues		3,468		3,468	2,131	61.4%		2,783	2,783	(685)	-19.8%
53400	Office Supplies		6,055		6,055	5,764	95.2%		4,910	4,910	(1,145)	-18.9%
53501	Expendable Equipment Fiscal		10,444		10,444	4,794	45.9%	3,723	10,700	10,700	256	2.5%
53502	Non Expendable Equipment Fiscal		1		1	-	0.0%		1	1	-	0.0%
53600	Contract	2,111	293,450	8,000	303,561	303,000	99.8%		242,600	242,600	(50,850)	-17.3%
53700	Publications		2,495		2,495	2,264	90.7%		2,350	2,350	(145)	-5.8%
53701	Software	44,443	48,500	(8,000)	84,943	62,279	73.3%	20,615	20,000	20,000	(28,500)	-58.8%
53900	Conferences/Trng/Cont Ed		20,678		20,678	14,072	68.1%		14,186	14,186	(6,492)	-31.4%
53903	Travel Reimbursement		900		900	936	104.0%		1,300	1,300	400	44.4%
	TOTAL OPERATING EXPENSE	46,554	387,269	-	433,823	396,245	91.3%	24,338	299,880	299,880	(87,389)	-22.6%
	TOTAL BUDGET - FINANCE	46,554	1,278,319	-	1,324,873	1,261,787	95.2%	24,338	1,205,157	1,205,157	(73,162)	-5.7%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11300000	ENGINEERING & MAINTENANCE											
	<i>PARTIAL EF</i>											
51002	Administration Salaries		258,014		258,014	247,916	96.1%	229,256	257,569	(445)	-0.2%	
51004	Compensated Absences		45,000		45,000	45,000	100.0%	41,500	41,500	(3,500)	-7.8%	
51207	Technical and Trade Salaries		1,222,112		1,222,112	1,145,009	93.7%	1,210,027	1,210,027	(12,085)	-1.0%	
51400	Health Buyout		9,000		9,000	7,188	79.9%	6,000	6,000	(3,000)	-33.3%	
51401	Longevity		13,900		13,900	12,507	90.0%	13,500	13,500	(400)	-2.9%	
51402	Maintenance Overtime		50,000		50,000	51,699	103.4%	53,000	53,000	3,000	6.0%	
	TOTAL SALARIES	-	1,598,026	-	1,598,026	1,509,319	94.4%	-	1,553,283	1,581,596	(16,430)	-1.0%
52100	Social Security Taxes		118,523		118,523	103,860	87.6%	115,651	117,740	(783)	-0.7%	
52101	Employee Health Insurance		349,965		349,965	349,965	100.0%	358,800	374,400	24,435	7.0%	
52102	Employee Dental Insurance		16,800		16,800	16,800	100.0%	17,550	18,200	1,400	8.3%	
52103	Retirement		161,743		161,743	155,831	96.3%	164,639	164,639	2,896	1.8%	
52104	Worker's Compensation		26,681		26,681	26,681	100.0%	23,529	23,570	(3,111)	-11.7%	
52105	Unemployment Insurance		1,798		1,798	1,798	100.0%	1,620	1,680	(118)	-6.6%	
52106	Short Term Disability		9,533		9,533	9,533	100.0%	9,437	9,633	100	1.0%	
	TOTAL PAYROLL EXPENSES	-	685,043	-	685,043	664,468	97.0%	-	691,226	709,862	24,819	3.6%
53000	Telephone/Communications		850		850	800	94.1%	850	850	-	0.0%	
53100	Postage		450		450	450	100.0%	450	450	-	0.0%	
53400	Office Supplies & Expenses		4,500		4,500	4,500	100.0%	4,000	4,000	(500)	-11.1%	
53405	Computer Supplies & Expenses		1		1	-	0.0%	1	1	-	0.0%	
53500	Office Equipment Repair & Replace		1		1	-	0.0%	1	1	-	0.0%	
53501	Equipment-Expendable		1		1	547	54700.0%	1	1	-	0.0%	
53502	Equipment-Non Expendable		1		1	-	0.0%	1	1	-	0.0%	
53504	Office Equipment		1		1	-	0.0%	1	1	-	0.0%	
53600	Service Contracts		1,800		1,800	1,500	83.3%	1,700	1,700	(100)	-5.6%	
53701	Software		1		1	-	0.0%	1	1	-	0.0%	
53901	Conferences/Trng/Cont Ed		1,800		1,800	500	27.8%	1,800	1,800	-	0.0%	
54501	Uniform Allowance		5,700		5,700	5,700	100.0%	5,700	5,700	-	0.0%	
55600	Communications - Radio Maintenance	146	2,000		2,146	3,100	144.5%	2,000	2,000	-	0.0%	
55601	Communications - Tel. Sys. & Repairs		3,000		3,000	3,000	100.0%	3,000	3,000	-	0.0%	
57131	Vehicle lease		31,000		31,000	29,900	96.5%	34,000	34,000	3,000	9.7%	
2-53500	RCNH Equipment Repairs		7,500		7,500	8,500	113.3%	7,500	7,500	-	0.0%	

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
2-53501	RCNH Equipment		7,500		7,500	5,000	66.7%	2,500	7,500	7,500	-	0.0%
2-53502	RCNH Non-Expendable		1		1	-	0.0%		1	1	-	0.0%
2-54510	RCNH Laundry Repairs		3,000		3,000	3,000	100.0%		4,500	4,500	1,500	50.0%
2-55400	RCNH Maintenance Supplies & Expenses	75	20,000		20,075	20,075	100.0%		20,000	20,000	-	0.0%
2-55500	RCNH Purchases Services		56,500		56,500	59,400	105.1%		59,000	59,000	2,500	4.4%
3-53500	Jail Equipment Repairs		7,000		7,000	9,500	135.7%		8,000	8,000	1,000	14.3%
3-53501	Jail Equipment		15,000		15,000	17,500	116.7%		15,000	15,000	-	0.0%
3-53502	Jail Non-Expendable Equipment		1		1	-	0.0%		1	1	-	0.0%
3-55400	Jail Maintenance Supplies & Expenses		30,000		30,000	30,000	100.0%		30,000	30,000	-	0.0%
3-55500	Jail Purchased Services		96,000		96,000	91,000	94.8%		110,000	110,000	14,000	14.6%
17-53500	Boiler Plant - Equipment Repairs		6,000		6,000	6,000	100.0%		6,000	6,000	-	0.0%
17-53501	Boiler Plant - Equipment		10,000		10,000	15,500	155.0%		11,000	11,000	1,000	10.0%
17-53502	Boiler Plant -NonExpendable Equipment		5,500		5,500	-	0.0%		1	1	(5,499)	-100.0%
17-55400	Boiler Plant Supplies & Expenses		15,000		15,000	15,000	100.0%		17,000	17,000	2,000	13.3%
17-55500	Boiler Plant - Purchased Services	26,000	45,000		71,000	45,556	64.2%	25,375	35,000	35,000	(10,000)	-22.2%
18-53500	WWT Plant - Equip. Rpr.		2,500		2,500	2,500	100.0%		2,500	2,500	-	0.0%
18-53501	WWT Plant - Equipment		2,500	6,850	9,350	9,500	101.6%		7,500	7,500	5,000	200.0%
18-53502	WWT Plant - Non-Expendable Equipment		15,000	(6,850)	8,150	8,150	100.0%		6,000	6,000	(9,000)	-60.0%
18-55400	WWT Plant Supp. & Exp.		5,500		5,500	5,500	100.0%		5,500	5,500	-	0.0%
18-55500	WWT Plant - Pur. Svs.		15,000		15,000	14,000	93.3%		18,300	18,300	3,300	22.0%
19-53500	Spray Irrigation - Equipment Repairs		5,000		5,000	5,000	100.0%		5,000	5,000	-	0.0%
19-53501	Spray Irrigation - Equipment		2,000		2,000	2,125	106.3%		2,000	2,000	-	0.0%
19-53502	Spray Irrigation -Non-Expendable Equipment		1		1	-	0.0%		1	1	-	0.0%
19-55400	Spray Irrigation - Mntc. Supplies & Expenses		4,300		4,300	4,300	100.0%		4,300	4,300	-	0.0%
19-55500	Spray Irrigation - Purchased Services		200		200	890	445.0%		200	200	-	0.0%
20-53500	Generator Plant - Equipment Repairs		750		750	750	100.0%		750	750	-	0.0%
20-53501	Generator Plant - Equipment		1		1	-	0.0%		1	1	-	0.0%
20-53502	Generator Plant - Non-Expendable Equipment		1		1	-	0.0%		1	1	-	0.0%
20-55400	Generator Plant - Supplies & Expenses		2,250		2,250	2,250	100.0%		2,250	2,250	-	0.0%
20-55500	Generator Plant - Purchased Services		3,500		3,500	2,000	57.1%		3,500	3,500	-	0.0%
21-53500	Water Systems - Equipment Repairs		2,500		2,500	2,500	100.0%		2,500	2,500	-	0.0%
21-53501	Water Systems - Equipment		4,000		4,000	4,500	112.5%		3,500	3,500	(500)	-12.5%
21-53502	Water Systems - Non-ExpendableEquipment		1		1	-	0.0%		1	1	-	0.0%
21-55400	Water Systems - Supplies & Expenses		11,500		11,500	11,500	100.0%		12,000	12,000	500	4.3%
21-55500	Water Systems - Purchases Services		7,500		7,500	9,000	120.0%		8,000	8,000	500	6.7%
22-53500	Building Repairs - Equipment Repairs		2,000		2,000	2,000	100.0%		2,000	2,000	-	0.0%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
22-53501	Building Repairs - Tools & Equipment		5,500		5,500	5,400	98.2%		3,500	3,500	(2,000)	-36.4%
22-55400	Building Repairs - Supplies & Expenses		15,000		15,000	15,000	100.0%		15,000	15,000	-	0.0%
22-55500	Building Repairs - Purchased Services	1,850	30,000		31,850	33,500	105.2%		30,000	30,000	-	0.0%
22-55800	Building Repairs - Carpentry		6,000		6,000	5,500	91.7%		6,000	6,000	-	0.0%
22-55801	Building Repairs - Metal Fabrication		1,000		1,000	1,000	100.0%		1,000	1,000	-	0.0%
22-55802	Building Repairs - Electrical		15,000		15,000	14,000	93.3%		15,000	15,000	-	0.0%
22-55803	Building Repairs - Plumbing		13,500		13,500	13,500	100.0%		13,500	13,500	-	0.0%
22-55804	Building Repairs - Painting		3,000		3,000	3,000	100.0%		3,000	3,000	-	0.0%
22-55805	Building Repairs - Masonry		1,500		1,500	1,000	66.7%		1,500	1,500	-	0.0%
22-55806	Building Repairs - Heating	525	7,000		7,525	9,000	119.6%		7,000	7,000	-	0.0%
22-55807	Building Repairs - A/C Refrigeration		5,500		5,500	7,700	140.0%		6,500	6,500	1,000	18.2%
22-55808	Building Repairs - Lightbulbs		2,000		2,000	3,000	150.0%		2,000	2,000	-	0.0%
22-55810	Door Hardware and Security		5,000		5,000	5,800	116.0%		8,000	8,000	3,000	60.0%
23-53500	Grounds & Roads - Equipment Repair		5,000		5,000	5,000	100.0%		5,000	5,000	-	0.0%
23-53501	Grounds & Roads - Equipment		2,000		2,000	2,125	106.3%		2,000	2,000	-	0.0%
23-53502	Grounds & Roads -Non-Expendable equip		10,000		10,000	-	0.0%		1	1	(9,999)	-100.0%
23-55400	Grounds & Roads - Supplies & Expenses		23,500		23,500	20,168	85.8%	185	23,500	23,500	-	0.0%
23-55700	EPA grounds and roads	66,161	135,000		201,161	70,000	34.8%	111,146	25,000	25,000	(110,000)	-81.5%
24-53500	Motor Services - Equipment Repairs		9,000		9,000	9,000	100.0%		9,000	9,000	-	0.0%
24-53501	Motor Services - Equipment & Tools		2,750		2,750	2,750	100.0%		2,750	2,750	-	0.0%
24-55400	Motor Services - Supplies & Expenses		3,500		3,500	3,500	100.0%		3,500	3,500	-	0.0%
25-53500	RCNH Motor Service Equipment Repairs		1,500		1,500	1,500	100.0%		1,500	1,500	-	0.0%
25-55400	RCNH Motor Service Supplies & Expenses		1,000		1,000	1,000	100.0%		1,000	1,000	-	0.0%
26-53500	Jail Motor Service Equipment Repairs		3,000		3,000	3,000	100.0%		3,000	3,000	-	0.0%
26-55400	Jail Motor Service Supplies & Expenses		2,000		2,000	2,000	100.0%		2,000	2,000	-	0.0%
27-53800	Motor Services - Cruiser Mntc		25,000		25,000	25,000	100.0%		25,000	25,000	-	0.0%
37-53500	Assisted Living- Equipment Repair	1,012	2,000		3,012	5,500	182.6%		4,500	4,500	2,500	125.0%
37-53501	Assisted Living - Expendable Equipment		1,000		1,000	1,000	100.0%		1,000	1,000	-	0.0%
37-53502	Assisted Living - Non Expendable Equipment		11,000		11,000	7,640	69.5%		1	1	(10,999)	-100.0%
37-55400	Assisted Living - Supplies and Expenses		3,200		3,200	3,200	100.0%		3,200	3,200	-	0.0%
37-55500	Assisted Living - Purchased Services		10,000		10,000	13,360	133.6%		14,000	14,000	4,000	40.0%
53801	Gas Mntc		37,500		37,500	30,000	80.0%		33,500	33,500	(4,000)	-10.7%
2-53801	Gas RCNH		650		650	625	96.2%		650	650	-	0.0%
3-53801	Gas Jail		8,000		8,000	7,000	87.5%		7,500	7,500	(500)	-6.3%
8-53801	Gas Sheriff		81,250		81,250	75,000	92.3%		80,000	80,000	(1,250)	-1.5%
2-55100	Electricity - RCNH		375,492		375,492	342,000	91.1%		366,475	366,475	(9,017)	-2.4%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation		Approved	Expected	%		Commissioners	Delegation	vs. FY 2020	vs. FY 2020
ACCOUNT		FYE 6/30/19	Approved	Approved	Inc. Transfers	at	Expected at	FY 2020	Proposed	Approved	Delegation	Delegation
NUMBER	ACCOUNT DESCRIPTION	Encumbrances	FY 2020 Budget	Transfers	and Encumbrances	6/30/2020	6/30/2020	Encumbrances	FY 2021	FY 2021	Approved	Approved
											\$ Change	% Change
3-55100	Electricity - Jail & House of Correction		216,895		216,895	177,500	81.8%		192,600	192,600	(24,295)	-11.2%
5-55100	Electricity - Administration Building		9,694		9,694	8,000	82.5%		8,560	8,560	(1,134)	-11.7%
6-55100	Electricity - Extension Service Building		17,625		17,625	13,500	76.6%		13,589	13,589	(4,036)	-22.9%
7-55100	Electricity - Maintenance		89,028		89,028	82,000	92.1%		89,666	89,666	638	0.7%
8-55100	Electricity - Sheriff		24,501		24,501	22,000	89.8%		24,075	24,075	(426)	-1.7%
9-55100	Electricity - Commissioners		3,467		3,467	2,700	77.9%		2,996	2,996	(471)	-13.6%
11-55100	Electricity - Delegation		928		928	800	86.2%		856	856	(72)	-7.8%
13-55100	Electricity - Nutrition		2,497		2,497	1,900	76.1%		2,033	2,033	(464)	-18.6%
37-55100	Electricity- Assisted Living		53,641		53,641	45,000	83.9%		52,965	52,965	(676)	-1.3%
2-55200	Fuel - RCNH		571,066		571,066	420,000	73.5%		502,533	502,533	(68,533)	-12.0%
3-55200	Fuel - Jail		144,757		144,757	145,000	100.2%		165,835	165,835	21,078	14.6%
5-55200	Fuel - Administration Building		9,375		9,375	9,375	100.0%		9,300	9,300	(75)	-0.8%
6-55200	Fuel - Extension Service		10,958		10,958	8,000	73.0%		9,741	9,741	(1,217)	-11.1%
7-55200	Fuel - Maintenance		25,540		25,540	24,000	94.0%		24,300	24,300	(1,240)	-4.9%
8-55200	Fuel - Sheriff		14,174		14,174	13,000	91.7%		15,074	15,074	900	6.3%
9-55200	Fuel - Commissioners		13,552		13,552	10,000	73.8%		11,903	11,903	(1,649)	-12.2%
11-55200	Fuel- Delegation		1,737		1,737	1,650	95.0%		1,400	1,400	(337)	-19.4%
13-55200	Fuel- Nutrition		4,458		4,458	4,100	92.0%		3,700	3,700	(758)	-17.0%
37-55200	Fuel-Assisted Living		86,708		86,708	63,000	72.7%		75,152	75,152	(11,556)	-13.3%
	TOTAL OPERATING EXPENSE	95,770	2,625,055	-	2,720,825	2,261,786	83.1%	139,206	2,402,168	2,402,168	(222,887)	-8.5%
	SUBTOTAL - ENGINEERING & MAINTENANCE	95,770	4,908,124	-	5,003,894	4,435,573	88.6%	139,206	4,646,677	4,693,626	(214,498)	-4.4%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11300001	E&M IT SECTION											
	<i>PARTIAL EF REIMBURSEMENT</i>											
51002	Staff Salaries		71,625		71,625	67,590	94.4%	73,005	73,005	1,380	1.9%	
51004	Compensated Absences		500		500	500	100.0%	500	500	-	0.0%	
51400	Health Buyout		1		1	-	0.0%	1	1	-	0.0%	
51401	Longevity		300		300	300	100.0%	300	300	-	0.0%	
	TOTAL SALARIES	-	72,426		72,426	68,390	94.4%	73,806	73,806	1,380	1.9%	
52100	Social Security Taxes		5,502		5,502	4,889	88.9%	5,608	5,608	106	1.9%	
52101	Employee Health Insurance		16,665		16,665	16,665	100.0%	15,600	15,600	(1,065)	-6.4%	
52102	Employee Dental Insurance		600		600	600	100.0%	650	650	50	8.3%	
52103	Retirement		7,509		7,509	7,555	100.6%	7,741	7,741	232	3.1%	
52104	Worker's Compensation		57		57	57	100.0%	82	82	25	43.9%	
52105	Unemployment Insurance		62		62	62	100.0%	60	60	(2)	-3.2%	
52106	Short Term Disability		419		419	419	100.0%	419	419	-	0.0%	
	TOTAL PAYROLL EXPENSES	-	30,814	-	30,814	30,247	98.2%	30,160	30,160	(654)	-2.1%	
53000	Telephone/Communications		36,625		36,625	36,625	100.0%	61,711	61,711	25,086	68.5%	
53100	Postage		450		450	-	0.0%	450	450	-	0.0%	
53400	Supplies and Expenses		13,837		13,837	13,837	100.0%	20,788	20,788	6,951	50.2%	
53501	Equipment Expendable		74,595		74,595	74,595	100.0%	83,547	83,547	8,952	12.0%	
53502	Equipment Non-Expendable		52,803		52,803	52,803	100.0%	56,846	56,846	4,043	7.7%	
53600	Service Contracts		234,257		234,257	234,257	100.0%	236,082	236,082	1,825	0.8%	
53602	Consulting		3,500		3,500	-	0.0%	3,500	3,500	-	0.0%	
53700	Publications		1		1	-	0.0%	1	1	-	0.0%	
53701	Software		79,400		79,400	75,000	94.5%	123,895	123,895	44,495	56.0%	
53901	Training/Continuing Ed		3,100		3,100	3,100	100.0%	3,180	3,180	80	2.6%	
53903	Travel		500		500	500	100.0%	1,000	1,000	500	100.0%	
53905	County Training		10,540		10,540	4,980	47.2%	10,780	10,780	240	2.3%	
	TOTAL OPERATING EXPENSE	-	509,608	-	509,608	495,697	97.3%	601,780	601,780	92,172	18.1%	
	TOTAL BUDGET E&M IT SECTION	-	612,848	-	612,848	594,334	97.0%	705,746	705,746	92,898	15.2%	
	TOTAL BUDGET - ENGINEERING & MAINTENANCE	95,770	5,520,972	-	5,616,742	5,029,907	89.6%	142,706	5,352,423	5,399,372	(121,600)	-2.2%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	Commissioners Proposed FY 2021	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		FY 2020 Encumbrances	FY 2021 Approved	Delegation Approved \$ Change
11600000	DEPARTMENT OF CORRECTIONS										
	**Expense offset in part by inmate surplus										
51002	Administrative Salaries		749,214		749,214	733,898	98.0%	758,445	758,445	9,231	1.2%
51301	Correctional Officers Salaries		4,233,606	(89,000)	4,144,606	3,554,566	85.8%	4,225,576	4,225,576	(8,030)	-0.2%
51402	Jail Overtime		290,000		290,000	292,021	100.7%	297,225	297,225	7,225	2.5%
51004	Compensated Absences		50,000		50,000	50,000	100.0%	65,000	65,000	15,000	30.0%
51400	Health Buyout		26,625		26,625	22,600	84.9%	23,025	23,025	(3,600)	-13.5%
51401	Longevity		17,450		17,450	18,651	106.9%	17,350	17,350	(100)	-0.6%
	TOTAL SALARIES	-	5,366,895	(89,000)	5,277,895	4,671,736	88.5%	5,386,621	5,386,621	19,726	0.4%
52100	Social Security Taxes		110,909		110,909	97,062	87.5%	113,279	113,279	2,370	2.1%
52101	Employee Health Insurance		1,266,540		1,266,540	1,266,540	100.0%	1,232,400	1,232,400	(34,140)	-2.7%
52102	Employee Dental Insurance		56,400		56,400	56,400	100.0%	61,750	61,750	5,350	9.5%
52103	Retirement		1,389,356		1,389,356	1,195,841	86.1%	1,385,777	1,385,777	(3,579)	-0.3%
52104	Worker's Compensation		55,720		55,720	55,720	100.0%	59,872	59,872	4,152	7.5%
52105	Unemployment Insurance		6,572		6,572	6,572	100.0%	6,240	6,240	(332)	-5.1%
52106	Short Term Disability		29,316		29,316	29,316	100.0%	36,007	36,007	6,691	22.8%
	TOTAL PAYROLL EXPENSES	-	2,914,813	-	2,914,813	2,707,451	92.9%	2,895,325	2,895,325	(19,488)	-0.7%
53000	Telephone/Communications		13,020		13,020	13,019	100.0%	13,020	13,020	-	0.0%
53100	**Postage		4,210		4,210	3,081	73.2%	3,710	3,710	(500)	-11.9%
53300	Dues		10,239		10,239	10,180	99.4%	6,896	6,896	(3,343)	-32.6%
53400	**Office Supplies/Expenses		42,350		42,350	39,075	92.3%	42,350	42,350	-	0.0%
53500	**Equipment Repairs Replacement		18,950		18,950	16,821	88.8%	18,950	18,950	-	0.0%
53501	**Equipment Expendable	3,375	12,400		15,775	14,344	90.9%	12,400	12,400	-	0.0%
53502	**Equipment Non-Expendable	26,000	39,400		65,400	44,404	67.9%	21,000	21,000	(18,400)	-46.7%
54850	Video Court Arraignment Project		1		1	-	0.0%	1	1	-	0.0%
53600	**Service Contracts	19,000	51,477		70,477	58,511	83.0%	25,158	25,158	(26,319)	-51.1%
53700	**Publications		9,395		9,395	8,439	89.8%	9,395	9,395	-	0.0%
53701	**Software		3,301		3,301	3,300	100.0%	3,301	3,301	-	0.0%
53804	New Cruiser Equipment		7,000		7,000	5,700	81.4%	1	1	(6,999)	-100.0%
53900	Conferences/Trng/Cont Ed		8,000		8,000	5,682	71.0%	8,000	8,000	-	0.0%
53903	**Travel Reimbursements		2,700		2,700	3,138	116.2%	3,200	3,200	500	18.5%
54800	Photography & Fingerprinting		6,350		6,350	6,210	97.8%	6,350	6,350	-	0.0%
54801	**Inmate Clothing		26,200		26,200	14,586	55.7%	20,000	20,000	(6,200)	-23.7%
54804	Outside Medical Care		90,000		90,000	43,074	47.9%	75,000	75,000	(15,000)	-16.7%
54805	Staff Polygraphs and Psych Evals		10,000		10,000	4,850	48.5%	8,000	8,000	(2,000)	-20.0%
54806	Contracted Services Medical Care		1,780,881		1,780,881	1,589,149	89.2%	1,830,821	1,830,821	49,940	2.8%
54808	Jail Meals		725,000		725,000	666,355	91.9%	725,000	725,000	-	0.0%
54809	Jail Laundry		10,000		10,000	6,210	62.1%	8,000	8,000	(2,000)	-20.0%
54810	**Personal Care Items		9,500		9,500	8,342	87.8%	9,500	9,500	-	0.0%
54811	Bedding Expenses		6,700		6,700	7,945	118.6%	6,000	6,000	(700)	-10.4%
54812	**Inmate Human Services		33,854		33,854	34,555	102.1%	26,925	26,925	(6,929)	-20.5%
54813	Clinical Supervision		1,000		1,000	-	0.0%	1,000	1,000	-	0.0%
54814	Chapel Expenses		34,920		34,920	34,730	99.5%	36,080	36,080	1,160	3.3%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation Approved		Approved FY 2020	Expected	%		Commissioners	Delegation	vs. FY 2020 Delegation	vs. FY 2020 Delegation
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020	FY 2020 Encumbrances	Proposed FY 2021	Approved FY 2021	Approved \$ Change	Approved % Change
54815	Inmate Work Details		10,600		10,600	12,475	117.7%		8,600	8,600	(2,000)	-18.9%
54816	Cost of Inmates at Other Facilities		680,000	(80,298)	599,702	450,165	75.1%		500,000	500,000	(180,000)	-26.5%
54817	Inmate Testing Supplies		25,000		25,000	24,559	98.2%		25,000	25,000	-	0.0%
54818	Uniforms		59,916		59,916	37,797	63.1%	2,500	55,000	55,000	(4,916)	-8.2%
54819	Business Forms and Booklets		2,800		2,800	2,705	96.6%		2,800	2,800	-	0.0%
54822	Paper/Plastic Supplies		35,000		35,000	26,525	75.8%		35,000	35,000	-	0.0%
54823	Janitorial Supplies		17,000		17,000	9,475	55.7%		15,000	15,000	(2,000)	-11.8%
54824	Correctional Officer Certification Expense		38,326		38,326	38,457	100.3%		33,326	33,326	(5,000)	-13.0%
54847	Health and Safety Supplies		20,020		20,020	15,719	78.5%	3,411	20,020	20,020	-	0.0%
54848	Task Force Sex Offender		8,000		8,000	2,200	27.5%		6,000	6,000	(2,000)	-25.0%
56307	Day Reporting		1		1	-	0.0%		1	1	-	0.0%
56308	Electronic Monitoring		47,450		47,450	46,008	97.0%		47,450	47,450	-	0.0%
57161	2020 vehicle lease/purchase		36,000		36,000	32,673	90.8%		1	1	(35,999)	-100.0%
58303	Drug Court Assistance		1		1	-	0.0%		1	1	-	0.0%
	TOTAL OPERATING EXPENSE	48,375	3,936,962	(80,298)	3,905,039	3,340,458	85.5%	5,911	3,668,257	3,668,257	(268,705)	-6.8%
	TOTAL BUDGET - DEPARTMENT OF CORRECTIONS	48,375	12,218,670	(169,298)	12,097,747	10,719,645	88.6%	5,911	11,950,203	11,950,203	(268,467)	-2.2%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11500000	HUMAN RESOURCES PARTIAL EF REIMBURSEMENT											
	PARTIAL EF REIMBURSEMENT											
51002	Staff Salaries		423,973		423,973	404,659	95.4%	446,142	446,142	22,169	5.2%	
51004	Compensated Absences		1,000		1,000	1,000	100.0%	3,000	3,000	2,000	200.0%	
51401	Longevity		1		1	-	0.0%	300	300	299	29900.0%	
51400	Health Buyout		1,500		1,500	1,125	75.0%	1,500	1,500	-	0.0%	
	TOTAL SALARIES	-	426,474	-	426,474	406,784	95.4%	450,942	450,942	24,468	5.7%	
52100	Social Security Taxes		32,434		32,434	29,007	89.4%	34,268	34,268	1,834	5.7%	
52101	Employee Health Insurance		99,990		99,990	99,990	100.0%	93,600	93,600	(6,390)	-6.4%	
52102	Employee Dental Insurance		4,200		4,200	4,200	100.0%	4,550	4,550	350	8.3%	
52103	Retirement		44,300		44,300	42,608	96.2%	45,773	45,773	1,473	3.3%	
52104	Worker's Compensation		338		338	338	100.0%	304	304	(34)	-10.1%	
52105	Unemployment Insurance		434		434	434	100.0%	420	420	(14)	-3.2%	
52106	Short Term Disability		2,186		2,186	2,186	100.0%	2,572	2,572	386	17.7%	
	TOTAL PAYROLL EXPENSES	-	183,882	-	183,882	178,763	97.2%	181,487	181,487	(2,395)	-1.3%	
53000	Telephone/Communications		1,605		1,605	1,400	87.2%	1,605	1,605	-	0.0%	
53100	Postage		1,750		1,750	1,750	100.0%	2,150	2,150	400	22.9%	
53200	Printing		773		773	700	90.6%	773	773	-	0.0%	
53300	Dues		1,766		1,766	1,738	98.4%	1,554	1,554	(212)	-12.0%	
53400	Office Supplies		7,520		7,520	7,520	100.0%	8,477	8,477	957	12.7%	
53402	Advertising		20,000		20,000	21,000	105.0%	23,660	23,660	3,660	18.3%	
53501	Equipment		3,180		3,180	2,619	82.4%	1,000	1,000	(2,180)	-68.6%	
53514	Ergonomics		4,000		4,000	400	10.0%	4,000	4,000	-	0.0%	
53600	Service Contracts		67,422		67,422	60,000	89.0%	64,828	64,828	(2,594)	-3.8%	
53700	Publications		1		1	-	0.0%	1	1	-	0.0%	
53701	Software		20,000		20,000	10,000	50.0%	19,000	19,000	(1,000)	-5.0%	
53900	Conferences/Trng/Cont Ed		18,207		18,207	14,000	76.9%	12,902	12,902	(5,305)	-29.1%	
53903	Travel Reimbursement		1,000		1,000	300	30.0%	1,000	1,000	-	0.0%	
53905	County Training		12,500		12,500	6,000	48.0%	10,500	10,500	(2,000)	-16.0%	
54002	Safety Committee Expenses		1		1	-	0.0%	1	1	-	0.0%	
54003	New Hire Costs		5,500		5,500	4,000	72.7%	5,500	5,500	-	0.0%	
	TOTAL OPERATING EXPENSE	-	165,225	-	165,225	131,427	79.5%	156,951	156,951	(8,274)	-5.0%	
	TOTAL BUDGET - HUMAN RESOURCES	-	775,581	-	775,581	716,974	92.4%	789,380	789,380	13,799	1.8%	

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation Approved		Approved FY 2020	Expected	%		Commissioners	Delegation	vs. FY 2020 Delegation	vs. FY 2020 Delegation
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020	FY 2020 Encumbrances	Proposed FY 2021	Approved FY 2021	Approved \$ Change	Approved % Change
17500000	STATUTORY ORGANIZATIONS											
56400	Rockingham County Conservation District		85,000		85,000	85,000	100.0%		85,000	90,000	5,000	5.9%
56412	UNH Cooperative Agreement		402,804		402,804	402,804	100.0%		402,804	410,054	7,250	1.8%
	TOTAL BUDGET - STATUTORY ORGANIZATIONS	-	487,804	-	487,804	487,804	100.0%	-	487,804	500,054	12,250	2.5%
18000000	NON COUNTY SPECIALS											
56401	Haven (formerly A Safe Place and SASS)		20,000		20,000	20,000	100.0%		20,000	20,000	-	0.0%
56402	Area Homemakers		1		1	-	0.0%		20,000	20,000	19,999	1999900.0%
56407	Retired Senior Volunteer Program		7,000		7,000	7,000	100.0%		7,000	7,000	-	0.0%
56411	Nutrition * Meals on Wheels		133,000		133,000	133,000	100.0%		133,000	143,000	10,000	7.5%
56414	Child Advocacy Center		17,500		17,500	17,500	100.0%		10,000	15,000	(2,500)	-14.3%
56415	CASA (Court Appointed Special Advocates)		5,000		5,000	5,000	100.0%		5,000	5,000	-	0.0%
56417	Family Mediation		1		1	-	0.0%		-	-	(1)	-100.0%
56418	Isaiah 58		5,000		5,000	5,000	100.0%		5,000	7,500	2,500	50.0%
56419	Friends of Service Link		10,000		10,000	-	0.0%		-	7,000	(3,000)	-30.0%
56420	New Generations Inc		5,000		5,000	5,000	100.0%		5,000	5,000	-	0.0%
56421	Richie McFarland Center		7,500		7,500	7,500	100.0%		1	7,500	-	0.0%
56422	TASC		2,500		2,500	2,500	100.0%		3,000	3,000	500	20.0%
	TOTAL BUDGET - NON COUNTY SPECIALS	-	212,502	-	212,502	202,500	95.3%	-	208,001	240,000	27,498	12.9%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			Approved FY 2020 Budget		Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
	LONG TERM CARE SERVICES											
	NURSING HOME (A)											
11700000	ADMINISTRATION											
51002	Salaries		910,480		910,480	878,458	96.5%		929,356	929,356	18,876	2.1%
51004	Compensated Absences		5,000		5,000	5,000	100.0%		19,500	19,500	14,500	290.0%
51400	Health Buyout		6,900		6,900	6,125	88.8%		4,800	4,800	(2,100)	-30.4%
51401	Longevity		4,450		4,450	4,150	93.3%		4,150	4,150	(300)	-6.7%
	TOTAL SALARIES	-	926,830	-	926,830	893,733	96.4%	-	957,806	957,806	30,976	3.3%
52100	Social Security Taxes		70,482		70,482	63,663	90.3%		71,780	71,780	1,298	1.8%
52101	Employee Health Insurance		183,315		183,315	183,315	100.0%		171,600	171,600	(11,715)	-6.4%
52102	Employee Dental Insurance		9,600		9,600	9,600	100.0%		9,750	9,750	150	1.6%
52103	Retirement		90,068		90,068	81,451	90.4%		87,421	87,421	(2,647)	-2.9%
52104	Worker's Compensation		16,480		16,480	16,480	100.0%		2,649	2,649	(13,831)	-83.9%
52105	Unemployment Insurance		1,054		1,054	1,054	100.0%		900	900	(154)	-14.6%
52106	Short Term Disability		5,164		5,164	5,164	100.0%		4,342	4,342	(822)	-15.9%
	TOTAL PAYROLL EXPENSES	-	376,163	-	376,163	360,727	95.9%	-	348,442	348,442	(27,721)	-7.4%
53000	Telephone/Communications		13,500		13,500	12,460	92.3%		15,360	15,360	1,860	13.8%
53100	Postage		8,500		8,500	6,051	71.2%		8,000	8,000	(500)	-5.9%
53101	Mail Express and Freight		1		1	-	0.0%		1	1	-	0.0%
53300	Dues		19,500		19,500	13,443	68.9%		13,431	13,431	(6,069)	-31.1%
53400	Office Supply and Expense		15,500		15,500	13,650	88.1%		20,000	20,000	4,500	29.0%
53406	Marketing		2,500		2,500	2,367	94.7%		2,500	2,500	-	0.0%
53500	Equip Repairs		1		1	-	0.0%		1	1	-	0.0%
53501	Equipment-Expendable		4,500		4,500	4,289	95.3%		1	1	(4,499)	-100.0%
53502	Equipment Non -Expendable		1		1	-	0.0%		1	1	-	0.0%
53600	Service Contracts		138,000		138,000	97,713	70.8%		80,800	80,800	(57,200)	-41.4%
53700	Publications		4,350		4,350	3,130	72.0%		6,100	6,100	1,750	40.2%
53701	Software		1		1	-	0.0%		1	1	-	0.0%
53900	Conferences		35,000		35,000	32,000	91.4%		42,100	42,100	7,100	20.3%
53903	Travel		5,400		5,400	2,603	48.2%		4,800	4,800	(600)	-11.1%
59030	Trust Projects		1		1	-	0.0%		1	1	-	0.0%
59031	Grants GR		1		1	-	0.0%		1	1	-	0.0%
59032	HB 663 5.5% Bed Assessment		1,250,000		1,250,000	994,089	79.5%		1,350,000	1,350,000	100,000	8.0%
59034	Excess Proshare to CF Transfer		400,000		400,000	400,000	100.0%		400,000	400,000	-	0.0%
59033	Special Resident Projects		10,000		10,000	4,870	48.7%		10,000	10,000	-	0.0%
	TOTAL OPERATING	-	1,906,756	-	1,906,756	1,586,665	83.2%	-	1,953,098	1,953,098	46,342	2.4%
	TOTAL BUDGET ADMINISTRATION	-	3,209,749	-	3,209,749	2,841,125	88.5%	-	3,259,346	3,259,346	49,597	1.5%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11701000	DIETARY											
53400	Office Expense - Supplies		-		-	-	0.0%		20,000	20,000	20,000	100.0%
53500	Equipment Repairs		15,000		15,000	16,124	107.5%		15,000	15,000	-	0.0%
53501	Equipment-Expendable		2,500		2,500	2,886	115.4%		12,000	12,000	9,500	380.0%
53502	Equipment-Non- Expendable	51,588	58,000		109,588	63,000	57.5%		40,000	40,000	(18,000)	-31.0%
53600	Service Contracts		3,719,680		3,719,680	3,416,730	91.9%		4,102,800	4,102,800	383,120	10.3%
	TOTAL OPERATING	51,588	3,795,180	-	3,846,768	3,498,740	91.0%	-	4,189,800	4,189,800	394,620	10.4%
	TOTAL BUDGET DIETARY	51,588	3,795,180	-	3,846,768	3,498,740	91.0%	-	4,189,800	4,189,800	394,620	10.4%
11702000	NURSING & MEDICAL				<i>4th Qtr transfer pending</i>							
51002	Salaries		10,066,595		10,066,595	10,477,541	104.1%		10,799,172	10,799,172	732,577	7.3%
51400	Health Buyout		42,300		42,300	39,381	93.1%		37,200	37,200	(5,100)	-12.1%
51401	Longevity		33,500		33,500	29,022	86.6%		31,850	31,850	(1,650)	-4.9%
51004	Compensated Absences		60,000		60,000	60,000	100.0%		60,000	60,000	-	0.0%
	TOTAL SALARIES	-	10,202,395	-	10,202,395	10,605,944	104.0%	-	10,928,222	10,928,222	725,827	7.1%
52100	Social Security Taxes		686,151		686,151	583,555	85.0%		731,398	731,398	45,247	6.6%
52101	Employee Health Insurance		1,816,485		1,816,485	1,816,485	100.0%		2,012,400	2,012,400	195,915	10.8%
52102	Employee Dental Insurance		94,800		94,800	94,800	100.0%		103,350	103,350	8,550	9.0%
52103	Retirement		704,399		704,399	588,489	83.5%		759,676	759,676	55,277	7.8%
52104	Worker's Compensation		158,643		158,643	158,643	100.0%		131,558	131,558	(27,085)	-17.1%
52105	Unemployment Insurance		12,834		12,834	12,834	100.0%		12,300	12,300	(534)	-4.2%
52106	Short Term Disability		38,876		38,876	38,876	100.0%		44,600	44,600	5,724	14.7%
	TOTAL PAYROLL EXPENSES	-	3,512,188	-	3,512,188	3,293,682	93.8%	-	3,795,282	3,795,282	283,094	8.1%
53400	Supplies and Expenses		30,000		30,000	15,459	51.5%		20,000	20,000	(10,000)	-33.3%
53500	Equipment Repairs		8,000		8,000	2,000	25.0%		8,000	8,000	-	0.0%
53501	Equipment - Expendable		36,000		36,000	25,770	71.6%	4,552	21,100	21,100	(14,900)	-41.4%
53502	Equipment-Non- Expendable		1		1	-	0.0%		31,000	31,000	30,999	3099900.0%
53600	Service Contract		39,500		39,500	3,642	9.2%		48,000	48,000	8,500	21.5%
59001	Uniforms		26,250		26,250	16,780	63.9%		30,000	30,000	3,750	14.3%
59200	Doctor Services		250,000		250,000	225,000	90.0%		255,000	255,000	5,000	2.0%
59202	Mental Health Services		10,200		10,200	10,000	98.0%		10,200	10,200	-	0.0%
59203	Dental Unit		5,000		5,000	4,340	86.8%		5,000	5,000	-	0.0%
59204	Medical Supplies		430,000		430,000	395,000	91.9%		456,000	456,000	26,000	6.0%
59205	Oxygen Supplies		42,000		42,000	30,016	71.5%		42,000	42,000	-	0.0%
	TOTAL OPERATING	-	876,951	-	876,951	728,007	83.0%	4,552	926,300	926,300	49,349	5.6%
	TOTAL BUDGET NURSING & MEDICAL	-	14,591,534	-	14,591,534	14,627,633	100.2%	4,552	15,649,804	15,649,804	1,058,270	7.3%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			Approved FY 2020 Budget		Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved	Delegation Approved
11704000	LAUNDRY											
51002	Salaries		351,516		351,516	256,057	72.8%		380,108	380,108	28,592	8.1%
51400	Health Buyout		3,000		3,000	2,438	81.3%		1,500	1,500	(1,500)	-50.0%
51401	Longevity		3,200		3,200	2,912	91.0%		3,050	3,050	(150)	-4.7%
51004	Compensated Absences		5,000		5,000	5,000	100.0%		7,000	7,000	2,000	40.0%
	TOTAL SALARIES	-	362,716	-	362,716	266,407	73.4%	-	391,658	391,658	28,942	8.0%
52100	Social Security Taxes		27,369		27,369	18,873	69.0%		29,426	29,426	2,057	7.5%
52101	Employee Health Insurance		149,985		149,985	149,985	100.0%		187,200	187,200	37,215	24.8%
52102	Employee Dental Insurance		6,600		6,600	6,600	100.0%		8,450	8,450	1,850	28.0%
52103	Retirement		39,030		39,030	28,802	73.8%		40,685	40,685	1,655	4.2%
52104	Worker's Compensation		6,814		6,814	6,814	100.0%		4,580	4,580	(2,234)	-32.8%
52105	Unemployment Insurance		744		744	744	100.0%		780	780	36	4.8%
52106	Short Term Disability		2,394		2,394	2,394	100.0%		2,425	2,425	31	1.3%
	TOTAL PAYROLL EXPENSES	-	232,936	-	232,936	214,212	92.0%	-	273,546	273,546	40,610	17.4%
53400	Supplies & Expense		22,000		22,000	23,735	107.9%		24,500	24,500	2,500	11.4%
53500	Equipment Repairs		20,000		20,000	18,224	91.1%		23,500	23,500	3,500	17.5%
53501	Equipment Expendable		1		1	-	0.0%		1	1	-	0.0%
53502	Equipment-Non- Expendable		22,500		22,500	22,500	100.0%		25,500	25,500	3,000	13.3%
59001	Uniforms		1,337		1,337	770	57.6%		1,950	1,950	613	45.8%
59400	Linen and Bedding		-		-	-	0.0%		32,000	32,000	32,000	100.0%
59401	Mattresses		-		-	-	0.0%		5,000	5,000	5,000	100.0%
	TOTAL OPERATING	-	65,838	-	65,838	65,229	99.1%	-	112,451	112,451	46,613	70.8%
	TOTAL BUDGET LAUNDRY	-	661,490	-	661,490	545,848	82.5%	-	777,655	777,655	116,165	17.6%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11705000	LINEN (combined with LAUNDRY for FY 2021)											
51002	Salaries		44,575		44,575	26,349	59.1%	-	-	(44,575)	-100.0%	
51400	Health Buyout		1		1	-	0.0%	-	-	(1)	-100.0%	
51401	Longevity		1		1	-	0.0%	-	-	(1)	-100.0%	
51004	Compensated Absences		3,000		3,000	3,000	100.0%	-	-	(3,000)	-100.0%	
	TOTAL SALARIES	-	47,577	-	47,577	29,349	61.7%	-	-	(47,577)	-100.0%	
52100	Social Security Taxes		3,379		3,379	1,750	51.8%	-	-	(3,379)	-100.0%	
52101	Employee Health Insurance		24,998		24,998	24,998	100.0%	-	-	(24,998)	-100.0%	
52102	Employee Dental Insurance		900		900	900	100.0%	-	-	(900)	-100.0%	
52103	Retirement		4,934		4,934	2,918	59.1%	-	-	(4,934)	-100.0%	
52104	Worker's Compensation		1,723		1,723	1,723	100.0%	-	-	(1,723)	-100.0%	
52105	Unemployment Insurance		124		124	124	100.0%	-	-	(124)	-100.0%	
52106	Short Term Disability		301		301	301	100.0%	-	-	(301)	-100.0%	
	TOTAL PAYROLL EXPENSES	-	36,359	-	36,359	32,714	90.0%	-	-	(36,359)	-100.0%	
53400	Supplies and Expense		2,000		2,000	2,116	105.8%	-	-	(2,000)	-100.0%	
53500	Equipment Repairs		900		900	500	55.6%	-	-	(900)	-100.0%	
53501	Equipment-Expendable		1		1	-	0.0%	-	-	(1)	-100.0%	
53502	Equipment-Non- Expendable		1		1	-	0.0%	-	-	(1)	-100.0%	
59001	Uniforms		149		149	149	100.0%	-	-	(149)	-100.0%	
59400	Linen and Bedding		33,000		33,000	15,111	45.8%	-	-	(33,000)	-100.0%	
59401	Matressess		5,300		5,300	5,200	98.1%	-	-	(5,300)	-100.0%	
	TOTAL OPERATING	-	41,351	-	41,351	23,076	55.8%	-	-	(41,351)	-100.0%	
	TOTAL BUDGET LINEN	-	125,287	-	125,287	85,139	68.0%	-	-	(125,287)	-100.0%	

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation		Approved	Expected	%		Commissioners	Delegation	vs. FY 2020	vs. FY 2020
ACCOUNT		FYE 6/30/19	Approved	Approved	Inc. Transfers	at	Expected at	FY 2020	Proposed	Approved	Delegation	Delegation
NUMBER	ACCOUNT DESCRIPTION	Encumbrances	FY 2020 Budget	Transfers	and Encumbrances	6/30/2020	6/30/2020	Encumbrances	FY 2021	FY 2021	Approved \$ Change	Approved % Change
11706000	ENVIRONMENTAL SERVICES											
51002	Salaries		967,329		967,329	877,894	90.8%		1,009,373	1,009,373	42,044	4.3%
51400	Health Buyout		4,500		4,500	4,125	91.7%		3,000	3,000	(1,500)	-33.3%
51401	Longevity		3,150		3,150	3,341	106.1%		3,750	3,750	600	19.0%
51004	Compensated Absences		15,000		15,000	15,000	100.0%		20,000	20,000	5,000	33.3%
	TOTAL SALARIES	-	989,979		989,979	900,360	90.9%		1,036,123	1,036,123	46,144	4.7%
52100	Social Security Taxes		74,586		74,586	62,823	84.2%		77,733	77,733	3,147	4.2%
52101	Employee Health Insurance		404,293		404,293	404,293	100.0%		436,800	436,800	32,507	8.0%
52102	Employee Dental Insurance		16,500		16,500	16,500	100.0%		20,150	20,150	3,650	22.1%
52103	Retirement		107,358		107,358	93,052	86.7%		107,289	107,289	(69)	-0.1%
52104	Worker's Compensation		18,742		18,742	18,742	100.0%		12,163	12,163	(6,579)	-35.1%
52105	Unemployment Insurance		1,922		1,922	1,922	100.0%		1,920	1,920	(2)	-0.1%
52106	Short Term Disability		6,503		6,503	6,503	100.0%		6,788	6,788	285	4.4%
	TOTAL PAYROLL EXPENSES	-	629,904		629,904	603,835	95.9%		662,843	662,843	32,939	5.2%
53400	Supplies and Expense		148,000		148,000	96,500	65.2%	2,436	131,000	131,000	(17,000)	-11.5%
53500	Equipment Repairs		9,300		9,300	5,838	62.8%		11,000	11,000	1,700	18.3%
53501	Equipment Expendable		3,300		3,300	4,268	129.3%		24,300	24,300	21,000	636.4%
53502	Equipment-Non- Expendable	27,141	1		27,142	27,142	100.0%		13,000	13,000	12,999	1299900.0%
55500	Contract Services		48,700		48,700	43,126	88.6%		48,700	48,700	-	0.0%
59001	Uniforms		3,714		3,714	3,714	100.0%		4,500	4,500	786	21.2%
59327	Supplies-Painting		9,500		9,500	9,500	100.0%		9,500	9,500	-	0.0%
	TOTAL OPERATING	27,141	222,515	-	249,656	190,088	76.1%	2,436	242,000	242,000	19,485	8.8%
	TOTAL BUDGET ENVIRONMENTAL SERVICES	27,141	1,842,398	-	1,869,539	1,694,283	90.6%	2,436	1,940,966	1,940,966	98,568	5.3%
11707000	PPS SERVICES											
59600	Medication		482,500		482,500	283,665	58.8%		350,000	350,000	(132,500)	-27.5%
	TOTAL BUDGET PPS	-	482,500	-	482,500	283,665	58.8%	-	350,000	350,000	(132,500)	-27.5%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation		Approved						vs. FY 2020	vs. FY 2020
ACCOUNT		FYE 6/30/19	Approved	Approved	Inc. Transfers	Expected	%	FY 2020	Commissioners	Delegation	Delegation	Delegation
NUMBER	ACCOUNT DESCRIPTION	Encumbrances	FY 2020 Budget	Transfers	and Encumbrances	at	Expected at	Encumbrances	Proposed	Approved	Approved	Approved
						6/30/2020	6/30/2020		FY 2021	FY 2021	\$ Change	% Change
11708000	SOCIAL SERVICES											
51002	Salaries		218,899		218,899	206,938	94.5%		223,151	223,151	4,252	1.9%
51400	Health Buyout		1		1	1,438	143800.0%		1,500	1,500	1,499	149900.0%
51401	Longevity		1,450		1,450	1,450	100.0%		1,450	1,450	-	0.0%
51004	Compensated Absences		2,000		2,000	2,000	100.0%		5,000	5,000	3,000	150.0%
	TOTAL SALARIES	-	222,350	-	222,350	211,826	95.3%	-	231,101	231,101	8,751	3.9%
52100	Social Security Taxes		16,795		16,795	15,141	90.2%		17,297	17,297	502	3.0%
52101	Employee Health Insurance		66,660		66,660	66,660	100.0%		46,800	46,800	(19,860)	-29.8%
52102	Employee Dental Insurance		2,400		2,400	2,400	100.0%		2,600	2,600	200	8.3%
52103	Retirement		24,362		24,362	23,308	95.7%		25,088	25,088	726	3.0%
52104	Worker's Compensation		4,253		4,253	4,253	100.0%		413	413	(3,840)	-90.3%
52105	Unemployment Insurance		248		248	248	100.0%		240	240	(8)	-3.2%
52106	Short Term Disability		1,469		1,469	1,469	100.0%		1,485	1,485	16	1.1%
	TOTAL PAYROLL EXPENSES	-	116,187	-	116,187	113,479	97.7%	-	93,923	93,923	(22,264)	-19.2%
53400	Supplies and Expense		3,500		3,500	3,500	100.0%		3,500	3,500	-	0.0%
53501	Equipment-Expendable		1		1	-	0.0%		1	1	-	0.0%
53502	Equipment-Non- Expendable		1		1	-	0.0%		1	1	-	0.0%
	TOTAL OPERATING	-	3,502	-	3,502	3,500	99.9%	-	3,502	3,502	-	0.0%
	TOTAL BUDGET SOCIAL SERVICES	-	342,039	-	342,039	328,805	96.1%	-	328,526	328,526	(13,513)	-4.0%
11711000	THERAPY SERVICES											
53600	Consultant Fees		960,000		960,000	798,197	83.1%		850,000	850,000	(110,000)	-11.5%
53400	Supplies		35,500		35,500	26,658	75.1%		33,000	33,000	(2,500)	-7.0%
53500	Equipment Repair		1		1	-	0.0%		1	1	-	0.0%
53501	Equipment Expendable		10,500		10,500	-	0.0%		9,500	9,500	(1,000)	-9.5%
53502	Equipment Non-Expendable		1		1	-	0.0%		1	1	-	0.0%
	TOTAL BUDGET THERAPY	-	1,006,002	-	1,006,002	824,855	82.0%	-	892,502	892,502	(113,500)	-11.3%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget		FY 2020 Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved	Delegation Approved
11713000	RESIDENT ACTIVITIES											
51002	Salaries		388,891		388,891	354,684	91.2%		390,210	390,210	1,319	0.3%
51400	Health Buyout		2,625		2,625	2,735	104.2%		2,625	2,625	-	0.0%
51401	Longevity		3,850		3,850	2,701	70.2%		2,700	2,700	(1,150)	-29.9%
51004	Comp Abs		5,000		5,000	5,000	100.0%		8,500	8,500	3,500	70.0%
	TOTAL SALARIES	-	400,366	-	400,366	365,120	91.2%	-	404,035	404,035	3,669	0.9%
52100	Social Security Taxes		30,207		30,207	25,180	83.4%		30,258	30,258	51	0.2%
52101	Employee Health Insurance		149,985		149,985	149,985	100.0%		156,000	156,000	6,015	4.0%
52102	Employee Dental Insurance		6,600		6,600	6,600	100.0%		7,800	7,800	1,200	18.2%
52103	Retirement		42,054		42,054	33,311	79.2%		37,834	37,834	(4,220)	-10.0%
52104	Worker's Compensation		7,507		7,507	7,507	100.0%		6,692	6,692	(815)	-10.9%
52105	Unemployment Insurance		744		744	744	100.0%		720	720	(24)	-3.2%
52106	Short Term Disability		2,736		2,736	2,736	100.0%		2,724	2,724	(12)	-0.4%
	TOTAL PAYROLL EXPENSES	-	239,833	-	239,833	226,063	94.3%	-	242,028	242,028	2,195	0.9%
53400	Supplies		16,000		16,000	6,812	42.6%		16,000	16,000	-	0.0%
53500	Equipment Repairs		750		750	207	27.6%		750	750	-	0.0%
53501	Equipment Expendable		1		1	-	0.0%		1	1	-	0.0%
53502	Equipment-Non- Expendable		1		1	-	0.0%		1	1	-	0.0%
53600	Service Contract/Ancillary Therapy		17,000		17,000	13,701	80.6%		21,200	21,200	4,200	24.7%
	TOTAL OPERATING	-	33,752	-	33,752	20,720	61.4%	-	37,952	37,952	4,200	12.4%
	TOTAL BUDGET RESIDENT ACTIVITIES	-	673,951	-	673,951	611,903	90.8%	-	684,015	684,015	10,064	1.5%
11714000	PASTORAL CARE											
53600	Fees		14,000		14,000	13,271	94.8%		14,000	14,000	-	0.0%
	TOTAL BUDGET PASTORAL	-	14,000	-	14,000	13,271	94.8%	-	14,000	14,000	-	0.0%
11715000	ADULT MEDICAL DAY CARE											
53600	Contracted Services		150,000		150,000	111,167	74.1%		120,000	120,000	(30,000)	-20.0%
	TOTAL BUDGET ADULT MEDICAL DAY CARE	-	150,000	-	150,000	111,167	74.1%	-	120,000	120,000	(30,000)	-20.0%
	TOTAL NURSING HOME	78,729	26,894,130	-	26,972,859	25,466,434	94.4%	6,988	28,206,614	28,206,614	1,312,484	4.9%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11718000	ASSISTED LIVING (B)											
51002	Salaries		1,101,755		1,101,755	1,061,777	96.4%	1,127,930	1,127,930	26,175	2.4%	
51400	Health Buyout		5,550		5,550	5,094	91.8%	6,450	6,450	900	16.2%	
51401	Longevity		5,900		5,900	6,560	111.2%	6,750	6,750	850	14.4%	
51004	Comp Abs		15,000		15,000	15,000	100.0%	29,331	29,331	14,331	95.5%	
	TOTAL SALARIES	-	1,128,205	-	1,128,205	1,088,431	96.5%	-	1,170,461	1,170,461	42,256	3.7%
52100	Social Security		85,122		85,122	79,219	93.1%	87,296	87,296	2,174	2.6%	
52101	Health Insurance		258,308		258,308	258,308	100.0%	265,200	265,200	6,892	2.7%	
52102	Dental Insurance		11,700		11,700	11,700	100.0%	14,300	14,300	2,600	22.2%	
52103	Retirement		106,288		106,288	83,266	78.3%	88,955	88,955	(17,333)	-16.3%	
52104	Worker's Compensation		18,555		18,555	18,555	100.0%	16,649	16,649	(1,906)	-10.3%	
52105	Unemployment Insurance		1,302		1,302	1,302	100.0%	1,320	1,320	18	1.4%	
52106	Short Term Disability		6,914		6,914	6,914	100.0%	6,507	6,507	(407)	-5.9%	
	TOTAL PAYROLL EXPENSES	-	488,189	-	488,189	459,264	94.1%	-	480,227	480,227	(7,962)	-1.6%
53000	Telephone		1,800		1,800	1,045	58.1%	1,560	1,560	(240)	-13.3%	
53400	Supplies and Expenses		10,000		10,000	5,259	52.6%	8,000	8,000	(2,000)	-20.0%	
53100	Postage		850		850	762	89.6%	840	840	(10)	-1.2%	
53300	Dues		800		800	784	98.0%	800	800	-	0.0%	
53500	Equipment Repairs		1,000		1,000	-	0.0%	1,000	1,000	-	0.0%	
53501	Equipment Expendable		5,000		5,000	-	0.0%	1	1	(4,999)	-100.0%	
53502	Equipment Non-Expendable		1		1	-	0.0%	1	1	-	0.0%	
53600	Service Contract		6,000		6,000	5,288	88.1%	6,120	6,120	120	2.0%	
53900	Conferences		2,100		2,100	800	38.1%	2,100	2,100	-	0.0%	
54808	Meals		105,000		105,000	65,802	62.7%	105,000	105,000	-	0.0%	
54804	Medical Expenses		6,000		6,000	7,657	127.6%	8,000	8,000	2,000	33.3%	
59102	Tableware		1,000		1,000	910	91.0%	1,000	1,000	-	0.0%	
54809	Laundry		500		500	409	81.8%	500	500	-	0.0%	
	TOTAL OPERATING EXPENSE	-	140,051	-	140,051	88,716	63.3%	-	134,922	134,922	(5,129)	-3.7%
	TOTAL BUDGET ASSISTED LIVING	-	1,756,445	-	1,756,445	1,636,411	93.2%	-	1,785,610	1,785,610	29,165	1.7%
	TOTAL BUDGET - LONG TERM CARE	78,729	28,650,575	-	28,729,304	27,102,845	94.3%	6,988	29,992,224	29,992,224	1,341,649	4.7%
	TOTAL COUNTY APPROPRIATIONS	275,020	66,091,217	(319,298)	66,046,939	60,614,150	91.8%	302,399	65,834,489	65,397,930	(693,287)	-1.0%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

			Delegation Approved		Approved FY 2020	Expected	%		Commissioners	Delegation	vs. FY 2020 Delegation	vs. FY 2020 Delegation
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020	FY 2020 Encumbrances	Proposed FY 2021	Approved FY 2021	Approved \$ Change	Approved % Change
11402000	CATEGORICAL ASSISTANCE/MEDICAID LIABILITY											
56102	Intermediate Nursing Care/Nursing Facility		15,422,788	(411,000)	15,011,788	14,950,472	99.6%		15,280,886	15,280,886	(141,902)	-0.9%
56106	Home and Community Based Care		4,397,350		4,397,350	4,397,350	100.0%		4,690,174	4,690,174	292,824	6.7%
56110	IDN Funding		1	730,298	730,299	730,299	100.0%		1	1	-	0.0%
	TOTAL BUDGET - CATEGORICAL ASSISTANCE	-	19,820,139	319,298	20,139,437	20,078,121	99.7%	-	19,971,061	19,971,061	150,922	0.8%
	GRAND TOTAL APPROPRIATIONS	275,020	85,911,356	-	86,186,376	80,692,271	93.6%	302,399	85,805,550	85,368,991	(542,365)	-0.6%
FOOTNOTES:												
EF	Expenses of Department partially offset by reimbursement from Nursing Home's daily rate											
GR	Percentage of expenses offset by grant revenue											
SU	Percentage of expenses offset by document surcharge fees											
NT	No expenses can be incurred or will continue to be incurred after program starts if department does not have at least 100% funding generated from the program to cover direct expenses.											
EM	Installation of the Biomass generates a return on investment of approximately \$100,000 used to repay the Capital Fund for FY 2021											

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020	Expected at 6/30/2020		Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
REVENUES												
10300000	GENERAL GOVERNMENT											
30103	Interest Earned		160,000		160,000	208,735	130.5%		200,000	200,000	40,000	25.0%
30106	Escheat Funds		195,000		195,000	195,000	100.0%		200,000	200,000	5,000	2.6%
30232	Miscellaneous Revenues		10,000		10,000	108,255	1082.6%		25,000	25,000	15,000	150.0%
30300	Grant Funds		838,285		838,285	652,807	77.9%		-	-	(838,285)	-100.0%
30301	Grant - FEMA		-		-	-	0.0%		100,000	100,000	100,000	100.0%
30320	COVID-19 Stimulus Funds		-		-	-	0.0%		250,000	250,000	250,000	100.0%
	TOTAL GENERAL GOVERNMENT (EXCLUDING TAXES)	-	1,203,285	-	1,203,285	1,164,797	96.8%	-	775,000	775,000	(428,285)	-35.6%
30100	New Taxes		50,297,336		50,297,336	50,297,336	100.0%		49,741,471	49,457,963	(839,373)	-1.7%
14100000	REGISTER OF DEEDS											
30224	Document Surcharge & Interest		150,000		150,000	150,000	100.0%		90,000	90,000	(60,000)	-40.0%
30225	Real Estate Transfer Taxes 4% Cnty		1,500,000		1,500,000	1,600,000	106.7%		1,400,000	1,200,000	(300,000)	-20.0%
30232	Recording, copy and fax fees		1,800,000		1,800,000	1,900,000	105.6%		1,600,000	1,600,000	(200,000)	-11.1%
30251	Deeds LCHIP		37,000		37,000	41,000	110.8%		37,000	37,000	-	0.0%
	TOTAL DEEDS REVENUE	-	3,487,000	-	3,487,000	3,691,000	105.9%	-	3,127,000	2,927,000	(560,000)	-16.1%
15100000	SHERIFF'S OFFICE											
30226	Outside Detail		394,445		394,445	189,414	48.0%		432,834	432,834	38,389	9.7%
30231	Bailiff Salary Reimbursement		456,000		456,000	498,075	109.2%		496,000	496,000	40,000	8.8%
30227	Civil		412,635		412,635	347,302	84.2%		400,000	400,000	(12,635)	-3.1%
30307	Sheriff's Grants		1		1	1	100.0%		1	1	-	0.0%
30232	Sheriff's Misc		2,100		2,100	1,700	81.0%		2,100	2,100	-	0.0%
30233	District Court and Juv Transport		110,000		110,000	1,860	1.7%		82,000	82,000	(28,000)	-25.5%
	TOTAL SHERIFF'S REVENUES	-	1,375,181	-	1,375,181	1,038,352	75.5%	-	1,412,935	1,412,935	37,754	2.7%
15101000	DISPATCH											
30302	Seabrook Salary Reimbursement		51,500		51,500	51,500	100.0%		50,000	50,000	(1,500)	-2.9%
	TOTAL DISPATCH REVENUE	-	51,500	-	51,500	51,500	100.0%	-	50,000	50,000	(1,500)	-2.9%
11300000	MAINTENANCE											
30232	Maintenance Misc		1		1	-	0.0%		1	1	-	0.0%
30261	TREC Revenues		-		-	-	0.0%		50,000	50,000	50,000	100.0%
	TOTAL MAINTENANCE REVENUE	-	1	-	1	-	0.0%	-	50,001	50,001	50,000	5000000.0%
11300001	IT											
30232	Telecommunications		15,000		15,000	16,351	109.0%		15,000	15,000	-	0.0%
	TOTAL IT REVENUE	-	15,000	-	15,000	16,351	109.0%	-	15,000	15,000	-	0.0%
13100000	COUNTY ATTORNEY											
30232	Misc		1		1	1,558	155800.0%		1	1	-	0.0%
30240	Plaistow District Court		1		1	-	0.0%		1	1	-	0.0%
30250	Exeter District Court		113,618		113,618	55,135	48.5%		1	1	(113,617)	-100.0%
30307	Grants VOCA		50,000		50,000	45,000	90.0%		50,000	50,000	-	0.0%
	TOTAL COUNTY ATTORNEY REVENUES	-	163,620	-	163,620	101,693	62.2%	-	50,003	50,003	(113,617)	-69.4%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved Transfers	Approved	Expected at 6/30/2020	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020
			Approved FY 2020 Budget		Inc. Transfers and Encumbrances				Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11717000	LONG TERM CARE SERVICES											
	Nursing Home (A)											
	Board and Care											
30208	NH Medicaid		6,758,075		6,758,075	7,015,385	103.8%		7,262,373	7,262,373	504,298	7.5%
30209	Private		3,815,450		3,815,450	2,915,321	76.4%		4,239,471	4,239,471	424,021	11.1%
30232	Misc		500		500	50	10.0%		500	500	-	0.0%
30234	Medicare Part B		189,365		189,365	274,650	145.0%		194,229	194,229	4,864	2.6%
30235	Medicare Part A		2,902,250		2,902,250	2,097,994	72.3%		2,180,890	2,180,890	(721,360)	-24.9%
11700*30246	HB 663 5.5% Bed Assessment		2,899,750		2,899,750	2,664,165	91.9%		2,900,000	2,900,000	250	0.0%
	Total Board and Care	-	16,565,390	-	16,565,390	14,967,565	90.4%	-	16,777,463	16,777,463	212,073	1.3%
11700000	Administration											
30230	Telephone		1		1	-	0.0%		1	1	-	0.0%
30232	Misc		1		1	-	0.0%		1	1	-	0.0%
30247	Special Resident Projects		5,000		5,000	4,500	90.0%		5,000	5,000	-	0.0%
30408	Gift shop		800		800	19	2.4%		20	20	(780)	-97.5%
	Total Administration	-	5,802	-	5,802	4,519	77.9%	-	5,022	5,022	(780)	-13.4%
11701000	Dietary											
30232	Misc		1		1	2,464	246400.0%		2,500	2,500	2,499	249900.0%
	Total Dietary	-	1	-	1	2,464	246400.0%	-	2,500	2,500	2,499	249900.0%
11702000	Medical and Nursing											
30232	Misc		1		1	1,614	161400.0%		1	1	-	0.0%
30215	Physicians Fees		60,000		60,000	43,669	72.8%		60,000	60,000	-	0.0%
	Total Medical and Nursing	-	60,001	-	60,001	45,283	75.5%	-	60,001	60,001	-	0.0%
	Total Nursing Home	-	16,631,194	-	16,631,194	15,019,831	90.3%	-	16,844,986	16,844,986	213,792	1.3%
11718000	Assisted Living (B)											
30209	Assisted Living Private Pay		1,181,000		1,181,000	1,112,654	94.2%		1,133,713	1,133,713	(47,287)	-4.0%
30208	Assisted Living Medicaid		491,250		491,250	373,706	76.1%		424,601	424,601	(66,649)	-13.6%
30232	Misc		1		1	100	10000.0%		100	100	99	9900.0%
30234	Medicare B		14,000		14,000	33,165	236.9%		17,175	17,175	3,175	22.7%
	Total Assisted Living	-	1,686,251	-	1,686,251	1,519,625	90.1%	-	1,575,589	1,575,589	(110,662)	-6.6%
	SUBTOTAL LTC REVENUES	-	18,317,445	-	18,317,445	16,539,456	90.3%	-	18,420,575	18,420,575	103,130	0.6%
11717*30221	Proportionate Share Receipts		5,000,000		5,000,000	6,860,774	137.2%		5,750,000	5,750,000	750,000	15.0%
	TOTAL LTC REVENUES	-	23,317,445	-	23,317,445	23,400,230	100.4%	-	24,170,575	24,170,575	853,130	3.7%

ROCKINGHAM COUNTY FISCAL YEAR 2021 DELEGATION APPROVED BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 6/30/19 Encumbrances	Delegation	Approved	Expected	%	FY 2020 Encumbrances	Commissioners	Delegation	vs. FY 2020	vs. FY 2020	
			FY 2020 Budget	Approved Transfers	Inc. Transfers and Encumbrances	at 6/30/2020		Expected at 6/30/2020	Proposed FY 2021	Approved FY 2021	Delegation Approved \$ Change	Delegation Approved % Change
11600000	DEPARTMENT OF CORRECTIONS											
30204	Federal Prisoners		1		1	-	0.0%	1	1	-	0.0%	
30205	Work Release Board		50,000		50,000	12,000	24.0%	50,000	50,000	-	0.0%	
30315	Medical Co-Pay		1,000		1,000	400	40.0%	1,000	1,000	-	0.0%	
30312	Adult Diversion Program		35,000		35,000	47,000	134.3%	35,000	35,000	-	0.0%	
30318	Drug Court Assistance		1		1	-	0.0%	1	1	-	0.0%	
30319	Inmate Commissary Transfers		56,516		56,516	37,000	65.5%	36,400	36,400	(20,116)	-35.6%	
30232	Jail Misc.		6,500		6,500	10,764	165.6%	6,500	6,500	-	0.0%	
	TOTAL DEPT OF CORRECTIONS REVENUE	-	149,018	-	149,018	107,164	71.9%	-	128,902	128,902	(20,116)	-13.5%
11301000	PROPERTY MANAGEMENT											
30200	Farm Trailer Rents		9,600		9,600	9,600	100.0%	9,600	9,600	-	0.0%	
30201	Hay Sales		16,000		16,000	15,197	95.0%	16,000	16,000	-	0.0%	
30260	Water Sales		18,000		18,000	28,000	155.6%	28,000	28,000	10,000	55.6%	
	TOTAL PROPERTY MANAGEMENT	-	43,600	-	43,600	52,797	121.1%	-	53,600	53,600	10,000	22.9%
11400000	HUMAN SERVICES/Categorical Assistance											
30232	Misc Recoveries		110,000		110,000	200,000	181.8%	160,000	160,000	50,000	45.5%	
	TOTAL HUMAN SERVICES REVENUES	-	110,000	-	110,000	200,000	181.8%	-	160,000	160,000	50,000	45.5%
11500000	HUMAN RESOURCES AND FINANCE											
30232	Misc		1		1	250	25000.0%	1	1	-	0.0%	
	TOTAL HR/FIS REVENUE	-	1	-	1	250	25000.0%	-	1	1	-	0.0%
	TOTAL REVENUES	-	80,212,987	-	80,212,987	80,121,470	99.9%	-	79,734,488	79,250,980	(962,007)	-1.2%
	TOTAL REVENUES OTHER THAN TAXES	-	29,915,651	-	29,915,651	29,824,134	99.7%	-	29,993,017	29,793,017	(122,634)	-0.4%
32005	Transfers In		2,000		2,000	250	12.5%	2,000	2,000	-	0.0%	
10000000	FUND BALANCE											
33000	Reserve for Encumbrances	275,020	-		275,020	275,020	100.0%	302,399		-	0.0%	
33030	Unreserved Fund Balance		5,696,369		5,696,369	295,531	5.2%	6,069,062	6,116,011	419,642	7.4%	
	TOTAL FUND BALANCE	275,020	5,696,369	-	5,971,389	570,551	9.6%	302,399	6,069,062	6,116,011	419,642	7.4%
	TOTAL REVENUE and FUND BALANCE	275,020	85,911,356	-	86,186,376	80,692,271	93.6%	302,399	85,805,550	85,368,991	(542,365)	-0.6%



October 1, 2021

To: Honorable Board of Commissioners
From: Superintendent Jason M. Henry

I respectfully submit the following report covering the Department of Corrections for the 2021 fiscal year. We continued a focus on Community Corrections initiatives to reduce the number of incarcerated individuals and utilized pre and post release planning with a strong focus on Treatment. The Department of Corrections continued to be involved in The Rockingham County Adult Drug court and we again have seen progress in the number of offenders treated and the success of those in the program.

This past fiscal year has been a good one for the department, while continuing to meet the challenges presented by the COVID-19 pandemic. We have enjoyed steady progress throughout this period and were able to institute some new inmate programs that will be outlined in the following report.

The following census is a general breakdown of statistics encompassing July 1, 2020 – June 30, 2021:

Average Daily Count: 115

Intakes: 2348 Males: 1795 Females: 553

New Offenders: 1188 Repeat Offenders: 1160 Recidivism Rate: 49.4%

ADULT DIVERSION

The Rockingham County Adult Diversion Program is designed to divert individuals who have been charged with violation, misdemeanor and/or felony level offenses. Individuals, who are referred to, accepted into, and successfully complete the program avoid prosecution/convictions, related fines and/or incarceration. The goal is to redirect offenders away from the criminal justice system and toward healthier choices through support, guidance, and education. In the past fiscal year, we again worked with the County Attorney on Felony level diversion and it has continued to be very successful.

During this past fiscal year, we averaged approximately 67 inmates weekly in the Adult Diversion Program. There were 56 cases successfully closed and 19 cases that were returned for prosecution. Diversion is an alternative to incarceration and a positive way to reach first time offenders and curb recidivism.

PRE-TRIAL SUPERVISION AND ELECTRONIC MONITORING

Pre-Trial Supervision has been a cooperative effort in a task force capacity with the Department of Corrections working with the County Board of Commissioners, Superior Court, Prosecutors and Defense Bar. This program began in April 2014 and was designed to keep some pre-trial detainees in the community with added supervision as a bail condition and has included a component of Electronic Monitoring. This has helped to alleviate overcrowding at the jail facility and the tax burden of care and custody of these offenders.

During the past fiscal year, we had 67 participants in the Pre-Trial Supervision Program. We are extremely happy with this multi-jurisdictional approach to Positive Community Corrections.

Bed Days Saved: 7328

CONVICTED OFFENDER ELECTRONIC MONITORING

Our Electronic Monitoring program continues to be a popular alternative to incarceration for those convicted offenders that meet the criteria and have the option written into their court sentencing order. The System that the department utilizes is state of the art and incorporates the latest GPS and mapping systems to monitor the location of participants at all times. Participants are required to report to the facility at regular intervals and are subject to random urinalysis screening as well as random home visits by Corrections staff. Participants are also required to fund the cost of the system in order to have the privilege of participating, thus alleviating any cost to the taxpayer to fund this program. We averaged approximately 10 inmates weekly on Electronic Monitoring throughout the year. This translates into a considerable savings on housing, meals, and medical expenses. Changes in legislation under RSA 651:19 have been a positive step in utilizing this sentencing alternative.

Number of Participating inmates: 22

Bed days saved: 3682

Success Rate: 99% and a NEW PARTICIPANT Success Rate of: 99%

INMATE WORK HOURS

Whenever possible we schedule Minimum Security convicted offenders to various work details around the county facilities. These people work for several county departments including the Nursing Home and County Maintenance. We also have several area police agencies that are assigned an inmate worker. The workers provide general janitorial duties and grounds maintenance services for the local safety complex. In 2015 this program expanded to include a special detail work crew performing duties such as renovations, painting, flooring, and roofing for town offices and buildings in surrounding area towns which has saved many paid man hours for the county and area towns that would otherwise have to hire civilian employees to complete these tasks. Due to the COVID-19 pandemic, we were unable to provide any inmate labor this past fiscal year.

DISCIPLINARY BOARD HEARINGS

Disciplinary hearings (D boards) are a formal due process hearing afforded an incarcerated individual when charged with an in-house rules' violation. These hearings must be completed in order to levy any sanctions against an individual's liberty interest should they be found guilty at the hearing.

In this past fiscal year, there were a total of 172 D-Board Hearings; This can be attributed to our continued decrease in inmate population. Although there were fewer fighting offenses, we did see an increase in assaults on inmates and staff, disorderly conduct, disobeying an officer and possession of contraband.

CLASS A OFFENSES (Most Serious Offenses of Assault, Fights, Drug Use/Possession, etc.): 70

Fighting - 14
Assault on Inmate - 12
Assault Attempted on Staff - 8
Attempted Escape /Possession of tools for escape- 1
Sexual Misconduct between Inmates - 1
Delivery of Prohibited Article; Possession of unauthorized/illegal drugs - 22
Positive Urinalysis – 0
Refusal of Urinalysis - 2
Hoarding of Medication - 7
Sprinkler Activation – 1
Refusal to perform work detail - 1

CLASS B OFFENSES (Violation of Non-Violent acts where no drug involvement and/or no injuries were involved): 102

Possession/Consumption/Preparation of Home Brew - 5
Being Away from Work Detail - 0
Removal of I.D. Bracelet / Tampering with Security Device-1
Disorderly Conduct including Threats/Intimidation - 46
Stealing - 6 (Inmate PIN#)
Destruction of County Property - 3
Being in Unauthorized Area - 2
Possession/Use of Tobacco - 0
Threatening Staff - 7
Sexual Misconduct toward Staff - 4
Violation of Electronic Monitor - 0
Refusal to Lock In - 4
Possession of Dangerous Contraband - 6
Tampering with Plumbing/Electrical/Ventilation Systems - 0
Disobeying Direct Orders - 16
Racial Harassment - 1
Possession/Use of Tattooing Equipment - 1

DISPOSITION OF DISCIPLINARY HEARINGS

Guilty Findings - 107

Not Guilty Findings - 16

Hearings Dismissed for not being held in the allotted time period - 11

Hearings Dismissed due to inmate release / transfer - 38

VINE = Victim Identification and Notification Everyday

The department Victim notification program continues to see an increase in use. This program began in 1998 and allows for victims of crime to register for automated notification of an offender's release from the facility. Technology in this area continues to increase and as a result we have seen registration through the internet increase with E-mail notification on the rise. We continually receive positive feedback about this program. In the next year we will continue to promote this program to all Law Enforcement and social service/domestic violence protective agencies in the county. In 2019 VINE became available statewide which has brought new reporting functionality, notifications via text message and the ability to make notifications between counties. This service can be accessed at www.vinelink.com.

TOWN COMMITMENTS REPORT

END OF FISCAL YEAR 2021

Atkinson 8

Auburn 2

Brentwood 16

Candia 10

Chester 8

Danville 10

Deerfield 20

Derry 129

East Kingston 2

Epping 51

Exeter 48

Fremont 14

Greenland 6

Hampstead 12

Hampton 264

Hampton Falls 11

Kensington 7

Kingston 40

Londonderry 49

Newcastle 1

Newfields 1

Newington 14

Newmarket 30

Newton 7

North Hampton 17

Northwood 30

Nottingham 20

Plaistow 32

Portsmouth 167

Raymond 63

Rye 10

Salem 202

Sandown 5

Seabrook 99

South Hampton 1

Stratham 17

Windham 16

Immigration 0

Federal Marshal 0

Probation/Parole 74

Rockingham Sheriff 444

N.H. State Police 129

Other Counties/Agencies 486

HUMAN SERVICES

We have a very pro-active human services/inmate programs staff. They are a small group of very dedicated professionals working to provide the best services for those in their care with the continual focus on positive incarceration to give offenders the tools and life skills needed to break the cycle and ultimately reduce recidivism. As many departments within the County, we have had to navigate programming and participant numbers due to the pandemic. The year behind us brought unique demands for the Human Services staff with programming suspended and at one point was being conducted strictly remotely via ZOOM platform.

The following represents other initiatives that the Human Services staff is involved in:

Case Management	Assisting inmates with issues that revolve around incarceration and prerelease planning.
Education	HiSET: 3 completed, 2 passed 3 out of 5 tests OSHA: 2 Rounds (1Virtual, 1 in-person), 20 inmates earned OSHA-10 Cards Responsible Fatherhood Program: 21 graduates Automotive 3D Laptop: 14 participants Film & Literature: 50 participants Resume Writing: 10 participants Virtual Job Fair: 12 participants Family Values /Creative Writing /English as a second language
Reasoning Skills	Individual program where inmates work through modules
Coping with Anger	Offered to all sentenced inmates
Restorative Justice	This group participates in workshops with a focus on Community involvement, such as various crafts and donations to local shelters.

Medication Assisted Treatment

July 1, 2020 Rockingham County Department of Corrections became the second in the nation Correctional Opioid Treatment Program. We now offer all three forms of Medication Assisted Treatment: Methadone, Buprenorphine and Vivitrol. Our facility is not only able to provide maintenance for MAT but can also employ induction for those diagnosed with an Opioid Use Disorder.

During the 2020-2021 Fiscal Year we have served 375 Medication Assisted Treatment patients.

Accompanying the Opioid Treatment Program are the certifications both State and National. We have renewed our certification with the Bureau of Drug & Alcohol Services, Board of Pharmacy, Drug

Enforcement Agency, Nationally-Substance Abuse and Mental Health Alliance and recently received our Accreditation for our MAT Program through the National Commission on Correctional Health Care.

Substance Abuse Treatment

STAR = Solutions Transitioning and Recovery This is a 28 day in-house residential drug treatment program that involves re-entry planning. Through Court Order, inmates may be released upon completion of this program. Some inmates enter the program through staff recommendation and/or self-referral. This program is being restructured to a 90-day curriculum as we move towards a Community Corrections Facility.

2020 STAR Participants: 31
Graduations: 27
Bed Days Saved: 3423

- Living in Balance (12-Week curriculum for substance misuse)
- AA / NA – ZOOM Meetings
- SOS ZOOM Meetings
- Independent Programming – 234 Certificates issued

Mental Health

- Individual Counseling Participants: 322
- New Groups:
 - Mind Over Matter CBT Group
 - Thinking for a Change
- Available programs increased from 16 to 34 (primarily an increase in independent programs)

Case Management

- Case Management: 120
- MARS (MAT) Case Management: 75
- Medicaid Applications 70
- SSDI Assistance: 6
- VA Referrals: 3
- Primary Care Referrals: 13
- Intensive Outpatient Referrals for Substance Use Disorder: 2
- 28-Day program apps: 14 people with 3+ apps
- Community Recovery Referrals: 25

- Employment Assistance appointments: 41
- IDN referrals: 2
- Phones received from IDN: 2
- LADC Evaluation Appointments: 5
- Probation/Drug Court CM connection: 14
- Shelter Referrals: 20
- Housing Applications:11
- LADC Counseling provided: 12+
- Batterers Intervention Programs: 15 graduates
- IDS CARDS: 15
- Social Security Cards: 3

We have had a positive response to all programs offered and all the programs are being utilized by our inmate population along with the long-standing programs that continue to be offered.

Grants

Rockingham County was awarded the Residential Substance Abuse Treatment (RSAT) Subgrant through the State of New Hampshire Department of Justice.

Additionally, we applied and were awarded the SAMSA's GAINS Center Sequential Intercept Model Mapping (SIMS) Workshop. SIMS organized by Director of Inmate Services and Programming, worked with 40 Community Stakeholders inclusive of mental health, substance use, law enforcement, courts, jails, housing, and social services. The goal of the workshop was to identify gaps and resources for those who have mental health and substance use disorders and develop priorities for a strategic plan to assist these individuals in not becoming justice involved.

The last Grant we participated in was with the Justice and Mental Health Collaboration Program to fully implement and expand reentry which targets individuals with mental illness and/or co-occurring mental health and substance use diagnosis. The reentry collaboration expands across four county jails: Carroll, Rockingham, Strafford, and Coos.

VIDEO ARRAIGNMENT

During the past fiscal year, the Video arraignment room has hosted 2340 hearings. (WebEx, Videos, Felonies First).

Since the fall of 2019, we have utilized Cisco Video arraignment equipment, that is equipped with WebEx capabilities, which we use daily. The system is quicker, and we can accommodate multiple parties within the call at once. This has made it easier for parties to appear via WebEx from home.

As Covid-19 continues to have an impact on the Courts, we continue to conduct district court arraignments, Rockingham Superior arraignments, Bail Hearings, Plea and Sentencings, Felonies First hearings, Mental Health Evaluations, and screenings, along with all out of County hearings. Since enacting COVID-19 Protocols and practicing of Social Distancing guidelines, attorneys were not coming to the facility until recently. The Video Arraignment personnel, assisted, and continue to assist by delivering paperwork to inmates from attorneys and Courts.

In addition to court hearings, there are also “Services Without Hearings” that were provided which included but not limited to calling Courts for Bond Slips, calling other Jails for Transports, emailing Attorneys when their clients receive new charges, working with Probation to get urine tests, as well as letting them know when someone is brought in on a VOP.

Video Arraignment personnel have also assisted with Notary services and signed prayer and complaints for Human Services to assist with the IEA process within the inmate population.

We have also had occasion to complete videos via our laptop from the Blocks, with assistance from the IT Department to get a wireless access point, restricted to only the RCC-Data Wi-Fi, restricting any unauthorized access. We continue to accommodate hearing on Evaluations that need to remain private.

Video Arraignments continue to be on an uphill climb as Superior Courts work to prioritize Jury Trials.

MEDICAL SERVICES

Prime Care Medical Incorporated continues to provide the care for the inmate population. This company specializes in Jail Healthcare. They provide a team of highly dedicated and professional health care workers to include Nurses, MD, PA, Psychiatrist, Dentist, and Mental Health Services. It was in collaboration with our Medical Services department that we were able to become our own Correctional Opioid Treatment Provider.

We continue to be the only corrections agency in the state of NH to be accredited with the National Commission on Correctional Health Care.

The contract with this company was renewed July 1, 2019 through the BID process for another three years.

PERSONNEL

The Rockingham County Department of Corrections represents the largest, full time, uniformed Law Enforcement agency in the county. These dedicated professionals give much of themselves in their chosen public safety profession.

In the past fiscal year, we welcomed 14 new Officers filling slots left vacant as others retired or endeavored upon other opportunities, we wish them well in their training as they embark on their new career.

On December 18, 2020 after 32 years of dedicated service to the Department of Corrections, the last ten of which were served as the Superintendent, we said good-bye to Superintendent Stephen Church as he retired to focus his passion on his business training dogs. In January 2021, Officer Jesus Soto retired after 21 years of service, and in May, Officer Thomas Hudson retired after 26 years.

We thank these loyal and dedicated officers for their 79 years of combined service, congratulate them on their retirement and wish them well in the future.

The following is a list of Milestones reached by some of our employees. I congratulate them on achieving these goals and I thank them for their dedication and service to the citizens of Rockingham County.

Employee Milestones 2020

5 Years

Gwen Bickford
Michael Visco

10 Years

Joseph Conroy
Thomas Cahill

15 Years

Sean Norton

20 Years

Jessie Clifford

25 Years

James Warden
Thomas Hudson

30 Years

David Consentino

In conclusion I would like to express my appreciation to the Rockingham County Board of Commissioners. This past fiscal year has come with new challenges and the Board's support and guidance has been refreshing and most helpful when many tough decisions needed to be made. I would also like to express my thanks to Representative Scott Wallace, the Chairman of the Jail Sub-Committee. Many thanks also to all the members of the Jail Sub-Committee and the Rockingham County Delegation for their support. A continued focus on alternative incarceration programs and pre and post release planning has been very effective, as well as financially and socially responsible. Treatment options are expanding and very promising.

I must recognize the Corrections Staff, the office team, Human Services Staff, medical personnel, Command Staff and the Correctional Officers of the department. This is a group of highly dedicated and career minded individuals. The focus of Corrections is progressing rapidly and the professionalism and skill the staff projects while dealing with a difficult population is amazing to see. The Correctional Officers work in a direct supervision atmosphere directly on the cell blocks among the inmate population. As the years go on, and society changes, their work becomes more difficult. It is an exciting time to be involved in Corrections and the work they do and the number of issues they deal with, and are able to resolve, make me proud to be the head of this agency and a member of the Corrections profession.

Respectfully submitted,

Jason M. Henry
Superintendent

2021 Annual Report
To the County Convention and
Citizens of Rockingham County

INTRODUCTION

Rockingham County Attorney Patricia G. Conway is honored to submit the 2020 Annual Report for the Rockingham County Attorney's Office. County Attorney Conway is currently serving her third term as County Attorney. Public safety and Professionalism are the top priorities for County Attorney Conway and the staff at the County Attorney's Office.

MISSION STATEMENT

"The mission of the County Attorney's Office is to provide professional and ethical prosecutorial services for the people of Rockingham County with the ultimate goals of achieving justice for victims of crime and reducing crime and recidivism."

The County Attorney is a constitutional officer whose duties and responsibilities have been defined by common law and various statutes. The County Attorney is the chief law enforcement official in Rockingham County. She has the responsibility for and exercises general supervisory control over the enforcement and prosecution of the criminal laws of the State.

In January of 2015, County Attorney Conway entered her position with excitement, hope and passion for the office's mission. In the years that followed, this positive attitude became pervasive in the County Attorney's Office. The attorneys, investigators, victim witness advocates and support staff are excited about working for the RCAO! We continue to be passionate about our work and support the following initiatives:

1. The staff in our office is broken into 3 teams. Each team consists of 1 lead attorney, 3 assistant county attorneys and 3 legal assistants. The 3 teams represent 3 different geographic areas. This system allows the RCAO staff to create good, solid working relationships with the police departments in their respective area.

Area 1: Atkinson, Plaistow, Newton, Kingston, East Kingston, Danville, Hampstead, Salem and Windham.

Area 2: Auburn, Candia, Chester, Derry, Deerfield, Londonderry, Sandown, Raymond, Nottingham, Epping, Fremont, Brentwood and Northwood.

Area 3: Exeter, Kensington, North Hampton, South Hampton, Hampton Falls, Hampton, Rye, Portsmouth, Stratham, Seabrook, Greenland, New Castle, Newington, Newmarket, and New fields.

2. County Attorney Conway instituted a policy whereby the 3 Lead Attorneys in the Office are expected to meet periodically with the police departments within their respective area. Our Lead Attorneys are John Mara (Area 1), Kristin Vartanian (Area 2) and Ryan Ollis (Area 3). All the departments are invited to participate in periodic meetings. The departments are not required to do so.
3. Rockingham County Attorney Conway created a Drug Unit composed of Lead Attorney John Mara and Assistant County Attorney Tom Chesnard. These prosecutors work hand and hand with the Rockingham County Drug Task Force and the New Hampshire State Police in fighting the drug epidemic. Attorney Mara provides support and advice regarding active drug investigations and oversees the prosecution of these cases.
4. County Attorney Conway advocated for and continues to support alternative sentencing programs including, drug court, mental health court, adult diversion and Veteran's Court. Assistant County Attorney Aaron Dristiliaris oversees our alternative sentencing courts.
5. County Attorney Conway advocated for and continues to support the Rockingham County Pre-trial Release Program. Moreover, County Attorney Conway takes advantage of the multiple treatment programs available to our defendants at the Rockingham County House of Corrections. These programs are intended to rehabilitate defendants to help them become productive members of our community.
6. At no cost to the County, County Attorney Conway sent numerous Assistant County Attorneys to trainings for issues such as forensic digital evidence, sexual assault prosecutions and human trafficking. These free trainings were made possible due to the RCAO's involvement with SART (Sexual Assault Resource Team), ICAC (Internet Crimes Against Children) task force, CSEC task force (Commercial Exploitation of Children) and the CAC (Child Advocacy Center).

7. County Attorney Conway started an Early Case Resolution (ECR) program in 2015. All 37 towns in Rockingham County are now participating in this program. This program identifies felony cases that are ripe for resolution immediately after the arrest. The purpose of the program is to identify these cases and resolve them early in the criminal justice process. This allows us to prosecute cases more effectively and efficiently. ECR allows us to resolve approximately 30-40% of our cases promptly prior to Grand Jury proceedings. As a result, we have more time to spend on the more serious cases that will eventually go to jury trial.

FELONIES FIRST:

The Felonies First legislation rolled out in Rockingham County on October 1, 2017. Prior to October 1, 2017, law enforcement filed all felony complaints first with the circuit courts. The circuit courts would then hold an arraignment and a probable cause hearing. After the probable cause hearing, if probable cause was found by the circuit court judge, the complaints were bound over to the Rockingham County Superior Court. During this circuit court process, often times, circuit court prosecutors would reduce a felony charge to a misdemeanor thereby resolving the criminal case in circuit Court. The Rockingham County Attorney's Office would never see these cases. Generally speaking, this Office would not receive felony case files, if not resolved in circuit court, from the police departments until sometime after the probable cause hearing in circuit court.

As a result of the Felonies Frist legislation, all felony complaints are now filed first with the Rockingham County Superior Court. All the complaints are filed by Assistant County Attorneys rather than police officers. After an arrest is made, officers send the RCAO proposed complaints, an affidavit supporting the charges and whatever police reports are available. My Assistant County Attorneys then review the paperwork, draft complaints and file them with the Superior Court. When an arrestee is being held on bail, the Rockingham County Attorney's Office must file the complaints the next day by 11:00am as an incarcerated defendant is entitled to an arraignment within 24 hours of arrest. Accordingly, the Office receives new felony cases every day. Additionally, if an arrestee is not being held on bail, the defendant is entitled to an arraignment within 20 days. The departments send us the non-incarcerated felony files within 4 days of making an arrest.

Because Assistant County Attorneys are required to file felony complaints within 24 hours of an arrest where the defendant is held on bail, County Attorney Conway needed to come up with a procedure to enable police departments to transfer information to the office quickly, securely and efficiently. It was clear to everyone involved that officers from 37 different towns could not realistically drive to the Rockingham County Superior Court every day to deliver documents. Moreover, law enforcement professionals are not allowed to share information via email as it is not secure as mandated by the Department of Justice.

County Attorney Conway worked with our IT people from Block 5 and created the Rockingham County Attorney's Office Secure Case File Transfer system. Essentially, the transfer system is an I Cloud based server. Access to the server is restricted to manually whitelisted IP addresses only. At least one person from each agency in Rockingham County provided Block 5 with his/her IP address so that he/she has access to the server. The agency or police department user transfers the documents to the Rockingham County Attorney's Office through this system. Using the system is simple, secure and efficient. Police Departments are happy with the system as it saves them a trip to the County Attorney's Office. County Attorney Conway and her staff are happy with the system because it enables us to receive the information as quickly as possible.

The Felonies First legislation increased our caseload significantly. In fact, our caseload has increased 25% over the last few years. The number of hearings we attended in 2019 increased approximately 50% from 2016. To effectively deal with the increase in cases and hearings, the Board of Commissioners and the Delegation approved one additional Assistant County Attorney and one additional legal assistant for year 2019. Although these additional positions increased the County Attorney's Office budget, the positions are needed to counteract the significant increase in cases.

County Attorney Conway dedicated two Assistant County Attorneys to review and file felony complaints. These two attorneys are also responsible for prosecuting the cases County Attorney Conway deems appropriate for the Early Case Resolution (ECR) Program. If a case is not resolved through Early Case Resolution, the case is reassigned to a non ECR Assistant County Attorney.

PROSECUTORS:

The Rockingham County Attorney's Office employees 20 attorneys, 2 investigators, 4 victim/witness coordinators and 15 support staff. The felony Assistant County Attorneys are divided into teams covering three geographic regions of the county.

County Attorney Conway further organized the attorneys by assembling a Felonies First/ECR team of two Assistant County Attorneys, one Alternative Courts' Assistant County Attorney and a Drug Prosecution Team of one Lead Attorney and 2 Assistant County Attorneys. The Drug Prosecution Team specializes in prosecuting high level drug crimes. The Drug Prosecution Team is necessary to combat the Drug Epidemic facing our State and the Country. County Attorney Conway meets with the Drug Prosecution team bi-weekly to ensure that these important cases are being handled appropriately.

Rockingham County Superior Court is the busiest superior court in the State.

In the 2021 fiscal year, 987 criminal cases were reviewed and disposed of in some manner by the Attorneys in the Rockingham County Attorney's Office. 802 criminal charges were filed in the Rockingham County Superior Court. 238 jury trials were scheduled for trial by the Superior Court in fiscal year 2021. The Court did not schedule or hear any trials for most of the year due to the

COVID-19 Pandemic. Accordingly, many of our cases from 2018 and 2019 remain open. The Good news is that trials are now being held again here in the Superior Court. Jury trials can generally take anywhere from 2 to 14 days to complete.

In addition, 131 probation violations were prosecuted by this office. The average caseload for each felony prosecutor was 150-175 cases. This large number is because many cases were not resolved in 2018, 2019 and 2020 because of the lack of jury trials. This number does not include probation violations and post – conviction matters that are routinely filed and litigated by this Office.

The County Attorney continues to be proactive in providing assistance during the earliest stages of a case. Prosecutors are available to answer questions and to go to a crime scene to assist in investigations and charging decisions 24 hours a day. All prosecutors are periodically scheduled to be “on-call” at night and on weekends. Prosecutors are “exempt” employees who do not receive overtime or other consideration for this added duty. The prosecutors recognize that this is an important function that results in better investigations, better prosecutions and protection of the rights of citizens of the County. Assistant County Attorneys answered 330 Duty calls from police departments in the 2021 fiscal year.

Awards and other Special Accomplishments:

County Attorney Patricia Conway: Governor Sununu appointed County Attorney Conway to be the Chairperson of the Traffic Safety Commission in 2018. County Attorney Conway continues to serve in this important role today.

Deputy County Attorney Melissa Fales: I appointed Attorney Melissa Fales to be my Deputy County Attorney in 2019. Attorney Fales received the Everyday Hero award in 2018 from our Statewide Child Advocacy Center Organization for all her hard work and dedication in prosecuting abuse against children crimes. Attorney Fales is an experienced prosecutor with managerial experience. Attorney Fales is a huge asset to our office and serves the citizens of Rockingham County well as the Deputy County Attorney.

Lead Attorney Ryan Ollis: Attorney Ollis is a member of the New Hampshire Army National Guard. He was recently promoted to the rank of Captain in early 2019.

Assistant County Attorney Megan Ryan: Megan, along with co-facilitator, Kate Winter, conducts a training on Strangulation and Domestic Violence for prosecutors and law enforcement officers across Rockingham County at no cost to the towns/police departments.

VICTIM WITNESS COORDINATORS

The County Attorney’s Office has four full-time Victim/Witness Coordinators. The coordinators work primarily on victim cases. They provide information and assistance to people affected by

crimes with compassion and professionalism. Coordinators guide victims through the criminal justice process and work to ensure that the victim's rights are protected in accordance with RSA 21-m:8.

- . The Victim/Witness Coordinators averaged 245 telephone conferences, 241 emails and 170 office conferences with victims and witnesses of crime in the 2021 fiscal year.
- . The coordinators and interns generated 356 letters to go out to victims and witnesses in 2021 fiscal year.

Awards and other Special Accomplishments:

Victim Witness Coordinator Stephanie Callahan: Member of the Domestic Violence Fatality Review Committee. Member of the New Hampshire Partnering for Futures Without Violence Conference Committee.

Victim Witness Coordinator Kate Winter: Member and Co-facilitator of the Rockingham County Sexual Assault Resource Team. Kate also serves as an EMT in the town of Sandown. Additionally, Kate, along with co-facilitator, Attorney Megan Ryan, conducts a training on Strangulation and Domestic Violence for prosecutors and law enforcement officers across Rockingham County at no cost to the towns/police departments.

INVESTIGATORS

The County Attorney's Office has two investigators. Both are retired law enforcement. The investigators review all cases involving victims. Other duties of the investigators include, but are not limited to, investigating public integrity cases related to local officials and assisting law enforcement agencies in follow-up investigations, locating missing witnesses and conducting witness interviews.

SUPPORT STAFF

The support staff at the County Attorney's Office consists of an Office Administrator, an Assistant Office Administrator, a Receptionist, a Paralegal and numerous Legal Assistants. The support staff is responsible for duties such as transcribing, drafting pleadings, scanning documents, generating subpoenas, filing and mailing various legal correspondence and pleadings, coordinating and scheduling monthly Grand Jury proceedings, as well as assembling all felony files for review by the prosecutors.

- . The support staff generated approximately 304 trial subpoenas in 2021 fiscal year and processed approximately 987 cases involving multiple items of trial evidence.

- . Additionally, our Assistant Office Administrator processed 2 Interstate Agreement on Detainers and 2 Governor's Warrants to prosecute out of state defendants.
- . The reception office received an astonishing 12,108 incoming calls in 2020.

CHILD ADVOCACY CENTER OF ROCKINGHAM COUNTY

Our Child Advocacy Center is the first established in New Hampshire. The Child Advocacy Center provides child friendly forums for multidisciplinary interviews of child victims and witnesses at sites in both Portsmouth and Derry. Assistant County Attorneys attend all interviews that involve an adult perpetrator.

Prosecutors attended 144 interviews at the Child Advocacy Center in fiscal year 2021. The process is time consuming for attorneys, but is critical to successful resolutions to these types of cases. Additionally, one or more prosecutors will attend monthly case review meetings to ensure that all the cases are being handled appropriately.

ALTERNATIVE SENTENCING

County Attorney Conway recognizes that some defendants require alternative sentencing in order to reduce recidivism. Nationally, the recidivism rate is 67%. Thus, 67% of defendants who are incarcerated are arrested for another criminal offense within 3 years after being released from incarceration. This number is unacceptable. Accordingly, since being sworn into office several years ago, County Attorney Conway has encouraged the prosecutors in the office to recommend alternative sentencing programs in appropriate cases. These programs are not considered for those defendants who are violent and/or sexual predators and/or drug profiteers.

DRUG COURT:

Several years ago, Justice Tina Nadeau brought Drug Court to Rockingham County. The program targets high risk, high need offenders. The offenders are highly addicted individuals. The program is divided into 4 separate phases. The participant will graduate after successfully completing the 3rd phase. The 4th phase focuses on preparing the participant for the "real" world without the support of drug court. It takes most participants 18 months to graduate from the program. The Drug Court Team consists of a superior court judge, the County Attorney or her designee, a public defender, a probation officer, a correctional officer, a police officer, treatment providers and case managers. Both the County Attorney's Office and the Public Defender's Office essentially volunteer one of their attorneys to work on the drug court team.

The National Statistics demonstrate that drug courts reduce recidivism rates. The National recidivism rate is 67%. The average recidivism rate for drug court graduates is 27%. The studies have shown that drug courts reduce recidivism rates by approximately 40%.

The State currently pays for our Drug Court Program, including training required for the Assistant County Attorneys who work with our alternative courts.

We can have up to 50 participants in the program. 50 defendants we can keep out of the County Jail at approximately \$100.00 a day. Ultimately, this program will save the County millions of dollars. More importantly, this program will reduce crime in Rockingham County, save numerous lives and allow drug addicted individuals to become happy, stable, productive members of our community.

COMMUNITY WELLNESS OR MENTAL HEALTH COURT

Currently there is one mental health court in Rockingham County located at the Brentwood Circuit Court. The program targets defendants with mental health issues. Like the drug court, the program requires a team approach. The team involves the circuit court judge, an assistant county attorney, a public defender and a treatment provider. These courts provide the participants with counseling and much needed structure. Just as Drug Court, national statistics have also shown that Mental Health Courts reduce crime and recidivism. It generally takes a participant 12 months to complete the mental health court program.

ADULT FELONY DIVERSION

Adult Felony Diversion targets low risk, low need offenders. The County Attorney recommends this program for first time, non-violent felony level offenders. This program is for defendants who have had little to no contact with the criminal justice system. Essentially, this program gives low risk offenders a second chance. If the participant/defendant agrees to enter Diversion, he/she will sign a contract agreeing to complete many tasks within a period of a year. For example, the participant may be required to complete counseling, write a letter of apology or complete community service. If the participant remains of good behavior and completes all the tasks, the felony charge against him/her will be dismissed.

VETERANS' TRACK:

Rockingham County commenced a Veterans' Track Program at the end of 2016. The combat experience leaves many of our veterans with Post-Traumatic Stress Disorder and/or Traumatic

Brain Injury. In fact, one in five veterans experience symptoms of a mental health disorder or cognitive impairment. Our Veterans' Track requires regular court appearances and mandatory attendance at treatment sessions. A member of Veterans' Affairs works with the prosecutor, the defense attorney and the Court to connect the veteran with local and state resources that the veteran has earned and is entitled to. This alternative to incarceration results in fixing or treating the underlying issue and ultimately reduces the likelihood that the veteran will commit another crime.

NEW CHALLENGES AND OPPORTUNITIES

Rockingham County will face some significant challenges throughout 2021-2022. We continue to deal with an ongoing drug epidemic. Heroin and Fentanyl are particularly addictive and dangerous. We are also seeing more and more Methamphetamine. In 2020, 417 people died from drug overdose in the State of New Hampshire. 27 of those deaths involved Methamphetamine and 139 involved Fentanyl.

The County Attorney's Office will continue to promote and advocate for alternative sentencing programs for those who are highly addicted; however, the drug dealers will be prosecuted to the fullest extent of the law. Furthermore, the County Attorney's Office will work closely with the Rockingham County Drug Task Force and other local agencies to aggressively fight the sale of drugs in Rockingham County. Additionally, the County Attorney's Office is encouraging and assisting law enforcement agencies in investigating sale of controlled drugs with death resulting cases.

We are also facing a backlog of jury trials due to the Covid 19 pandemic. For over a year, the Superior Court did not hear any jury trials. The result is a horrific back log of cases which in turn leads to extremely high caseloads for the attorneys and support staff. Adding to this burden, is the lack of qualified candidates applying for the 4 open attorney positions we have here at the County Attorney's Office. Back to back jury trials and high caseloads will lead to burnout if we cannot hire qualified folks to fill the open positions. We continue to work with our partners at human resources as well as the commissioners to come up with innovative solutions to attract qualified people. If we cannot come up with a solution to this problem, staff will leave the office due to quality of life concerns.

Also, of concern to the County Attorney's Office are sexual assault offenses, human trafficking and internet crimes against children. The County Attorney's Office will continue to work closely with the Internet Crimes Against Children Task Force (ICAC) to properly investigate and prosecute those who sexually exploit children through the use of the internet or computers. In 2015, County Attorney Conway formed a SART (Sexual Assault Resource/Response Team) in Rockingham County. The mission of the Rockingham County SART is to guide adult victims of sexual assault along the path toward justice through open communication and using a collaborative, victim centered approach to offer a network of services and to hold perpetrators

accountable. This program has been tremendously successful. The SART started case review in 2016. The purpose of case review is to learn from the successes and failures of previously investigated/prosecuted sexual assault cases.

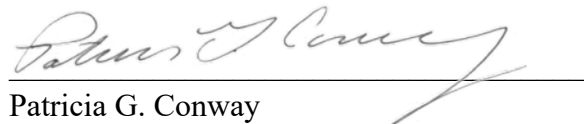
Furthermore, the Rockingham County Attorney's Office will continue to collaborate with Homeland Security Investigations, ICAC, Portsmouth Police Department, Salem Police Department and other agencies in the State of New Hampshire to target, investigate and prosecute human traffickers.

In closing, I want to congratulate the entire staff of the Rockingham County Attorney's Office. They are dedicated and compassionate professionals who are committed to the mission of the office. They have and will continue to do what it takes to get the job done. The citizens of this county can be assured that the staff of this office serves them well.

I would also like to thank the Commissioners, Department Heads, Elected Officials and the Delegation for all your hard work and professionalism. I am fortunate to work alongside a great group of people. I look forward to working together in the coming year to do what is best for the citizens of Rockingham County!

I am truly humbled and honored to be the County Attorney and I feel blessed to be given an opportunity to make our community safer.

Respectfully submitted,



Patricia G. Conway
Rockingham County Attorney

ENGINEERING & MAINTENANCE SERVICES

Jude Gates, Director of Facilities, Planning and Information Technology
Annual Report for the Fiscal Period Ending 06/30/2021

The mission of the Engineering & Maintenance Services (E&MS) department is to provide, safely and efficiently, the infrastructure services that contribute to the quality of life for our residents, the safety of the personnel in the Correctional facility, and the maximum productivity of the employees. Operations are structured with an eye to the long term good of the County, focusing on preventive maintenance to foster equipment and facility longevity, and to maximize stability in expenditures. Land management strategies and conservation measures are employed consistent with our responsibility for stewardship of the natural resources.

The Engineering & Maintenance Services (E&MS) team daily meets the operational needs of our residents, staff, visitors, facilities, and grounds while at the same time engaging in work contributing to the long-term efficiency and viability of the Complex. The carpentry, electrical, grounds, heating, IT/Telecommunications, locksmith, motor services, plumbing, security, water, wastewater, and Projects needs are met and/or coordinated by the skilled and dedicated employees of E&MS. We continuously take on new and refine existing functions for the greatest service to the County. Truly, an accomplished facilities department is virtually invisible: work spaces are safe, light switches turn the lights on and off; thermostats adjust room temp, the air is always properly filtered and conditioned, the multitude of permits, rules, regulations, and compliance requirements are met. Although much of the work of E&MS is done behind the scenes, there is a tremendous amount of work that goes into a well-run Complex. The pride of craftsmanship and personal insistence on excellence by the E&MS Team is clearly visible in every aspect. I am exceedingly proud of each member, and feel fortunate to be counted among such fine individuals.

The past year, as for everyone, has been a challenging time for facilities. Settling into an ever changing “new normal” ensuring that the important work is done to maintain building and personnel safety and security has required creative and cohesive teamwork. We have been proud to work side by side with our colleagues and coworkers in Long Term Care and in Corrections to ensure the safety of each other and those in our charge.

In addition to the daily preventive maintenance and repair service, the E&MS team participated in the following projects and upgrades throughout the Complex in FY 2020.

- Various efforts in every building to construct plexiglass/glass barriers and shields, install UV disinfection into HVAC equipment, office reconfiguration and other steps to prevent the spread of COVID
- Pavement crack sealing to ensure stability and life expectancy of the parking lots
- HVAC system cleaning & disinfection to selected equipment in the Long Term Care and Corrections facilities
- Replacement of eight exterior steel and fire doors
- Upgrade to LED fixtures in multiple interior and exterior sites throughout the Complex
- Replacement of the boiler in the Water Treatment Facility
- Replacement HVAC equipment serving the Human Resources building, the Bakery and Kitchen, and Fernald Building of the Rehabilitation and Nursing Center

- Continued upgrades to the camera and access control systems in the Rehabilitation and Nursing Center. Areas of focus include the Driscoll building IT closets, the Mitchell Building, and the one of the central data racks
- Extension of the Secure Care system to other areas and doors, assisting with resident safety
- IT has continued with its ongoing consolidation of and consistency with programs and devices countywide. This year involved upgrades of our internet connections, putting a failover system in place for the courthouse. We also continue to realign as needed for users for online meeting platforms and remote work when necessary due to COVID-19 restrictions
- Space Allocation needs assessment progressed; conceptual program developed. Preparations for a request for bond authorization in development.

Approximately 68% of the E&MS Operating budget is for utilities expenses. Consequently, a strong emphasis is placed on preventive maintenance for maximum performance, energy efficiency and potential cost savings. The biomass plant, constructed in 2012 and 2013, demonstrated a savings by virtue of burning wood instead of oil of about \$209,765. We persist in seeking an LED solution when replacing light fixtures, energy efficient mechanical equipment, and rebates from the utilities wherever possible. We continue to maintain a Wellhead Protection Program ensuring water quality and cost savings on annual laboratory fees. Treated wastewater is used to irrigate the hay fields, recharging the aquifer and generating a source of revenue that can absorb the nutrients. Conservation, efficiency and longevity are factors in every work order, purchase and project. We are looking to solar solutions as a potential next area of savings, and sustainability. It is both an increasing challenge and a great source of pride to be ever more effective in this arena.

We see new faces and policies, but our Mission stands. Having resources constrained has highlighted how vital, and powerful, are our most valued resource: the members of our team. We welcome opportunities to collaborate with and support Officials and Division Directors, working together for the betterment of the County. I am particularly appreciative of the continued support and confidence shown to the Engineering & Maintenance Services department by the Board of Rockingham County Commissioners.

Respectfully Submitted,

Jude Gates, Director of Facilities, Planning & IT

Human Resources

Alison Kivikoski, Director

December 1, 2021

The Human Resources Department is responsible for benefits administration, recruitment, orientation for newly hired employees, employee relations, leaves of absence, staff development and training, the Workers' Compensation program, the County's performance evaluation process, employee wellness initiatives, and providing support and guidance to employees regarding County Personnel Policies and benefits.

The continuing COVID-19 pandemic has presented many challenges. In addition to having to convert our applicant interviews, trainings, meetings and New Hire orientations to a virtual platform, federal and state program coordination for Emergency Paid Sick Leave (EPSL), Families First Coronavirus Response Act (FFCRA) and Long Term Care Stabilization Program (LTCSP) created a complex and challenging aspect to the department's processing, tracking and implementation of these programs.

Further, County-wide COVID-19 related policies and protocols needed to be created, implemented and disseminated amongst all departments. This included travel guidance and mask wearing protocols along with testing protocols. Human Resources remains vigilant in keeping abreast of Federal and State regulatory updates and guidance.

While we were unable to host the 2020 Annual Employee Years of Service Recognition Event this past year, employees were recognized in each of their departments and presented with their certificates, pins and gifts. There were a total of 70 employees recognized - ten with 25 or more years of service with the County.

We are pleased that our online applicant tracking software has been fully executed and is being utilized across the County with favorable feedback. This software allows applicants to view and apply for any County position online, streamlines the onboarding process, maintains compliance with reporting, and reduces paper usage. Human Resources has been working towards the implementation of an onboarding system from NeoGov. The onboarding system provides an online platform for new hires to complete all necessary pre- and post-employment documentation.

Recruitment efforts remain forefront especially in the nursing professions. The national and state employment market continues to impact our ability to fill open positions. The inability to attend in-person job fairs and other recruiting events has provided opportunities for our department to explore other avenues, such as attending virtual career fairs to attract and engage potential applicants. Moreover, college job boards, New Hampshire Bar Association postings and Police 1 sites are utilized for recruitment efforts.

In addition to our County Career page, we have increased our presence on social medial sites such as Facebook and LinkedIn. Facebook job sites have been a productive source of recruitment over the past year. Sourcing candidates through Indeed remains a critical aspect of the recruitment process. Of candidates for the newly implemented LNA Apprentice Program, 17% were sourced from Facebook and 23% were actively solicited on Indeed, for those with known sources.

A salary and classification audit was conducted in the early months of 2021 for all non-union positions by Paypoint HR. The results and final report were presented to the Board of Commissioners for review and acceptance. The recommendation of the consultants included a consolidated and updated pay plan, a defined hierarchy structure, and title and/or wage changes for selected positions. Changes were approved and budgeted for an effective date of December 19, 2021. Job descriptions were included as part of the overall project. We are currently working with Paypoint HR on this phase. Appreciation is extended to the Board of Commissioners and Delegation for their support of this critical initiative.

The County offers a robust benefit selection of Health, Dental and Short-Term Disability insurance as well as an array of voluntary benefit products such as vision, life insurance, long-term disability, pet and home/auto to name a few. We assess the County's benefit plan offerings on a regular basis to mitigate claim and premium costs while still meeting the needs of our employees.

I wish to thank the Human Resources team for their continued dedication and resolve during this demanding year. They have stayed focused, positive and have upheld a high standard of services to the County employees.

In conclusion, I would like to express my gratitude to the Rockingham County Board of Commissioners. This past year has presented many new and interesting challenges and the Board's support and guidance has been much appreciated and most helpful.

Respectfully submitted,



Alison Kivikoski, PHR, SHRM-CP
Director of Human Resources

LONG-TERM CARE DIRECTOR'S REPORT

2021 YEAR END EXECUTIVE SUMMARY

Submitted on DECEMBER 8, 2021

COVID-19 Response, Preparation & Support

Resident, Family, Staff Communications

Clear and consistent communication with residents, families, staff, and the Board of Commissioners continues to be a primary focus. As COVID-19 guidelines and recommendations change, it's imperative that we promptly update family members, staff, and residents. In addition to memos, emails, telephone calls, and Zoom meetings, our new channels of communication include an online blog, social media, and newsletters.

Visitation Update

The Centers for Medicare and Medicaid Services (CMS) has issued new guidance for visitation in nursing homes. CMS previously put restrictions in place on visitation to mitigate the risk of visitors bringing COVID-19 into the community. Under the new guidance, visitation is now permitted for all residents, at all times, with no limit to the number of visitors or length of visit. We have opened the Atrium for indoor visitation to accommodate larger groups.

Vaccine Mandate

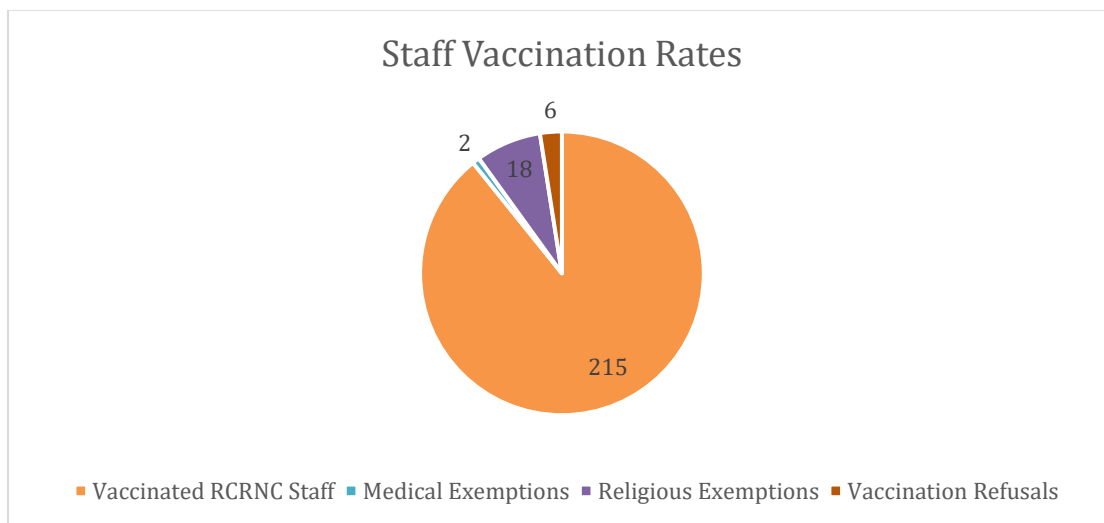
In October, the County Commissioners and Rockingham County Rehabilitation and Nursing Center (RCRNC) developed a mandatory vaccine policy for employees who work in the facility. Per the COVID-19 Vaccination Policy, all employees must be fully vaccinated by December 11th, and submit proof of vaccination to Human Resources by Monday December 13th.

On November 4th, the Centers for Medicare and Medicaid (CMS) published an interim final rule requiring employees working at facilities enrolled with Medicare and Medicaid to be fully vaccinated by January 4, 2022. CMS estimates that these new requirements will apply to approximately 76,000 providers and will cover over 17 million health care workers.

Furthermore, on Monday, November 29th, we received news that a federal judge issued a court order blocking the CMS vaccine mandate for workers at healthcare facilities that receive Medicare and Medicaid funding. Ten states, including New Hampshire, were part of the lawsuit. Therefore, the State of New Hampshire will not be enforcing the federal mandate until further notice. Nevertheless, healthcare facilities may continue to choose to implement a COVID-19 vaccination policy as a condition of employment. RCRNC continues to enforce the mandated policy implemented in October.

Vaccination and Infection Prevention

Since June, we have held 8 vaccine clinics on-site offering Pfizer, Moderna, and J&J vaccines and booster shots. As the chart below shows, our staff vaccination numbers are high.



Out of 239 RCRNC staff members, 215 have been vaccinated. Out of the non-vaccinated staff members, 18 have been approved for exemptions due to religious or medical reasons. 6 employees have not submitted the required vaccination documentation or filled out an exemption request.

Resident COVID-19 vaccination rates continue to remain substantially high. Currently, 120 residents are vaccinated; 3 remain unvaccinated due to personal choice. Assisted Living currently has 40 COVID-19 vaccinated residents; 1 remains unvaccinated due to personal choice.

Since January 1st, we have had 34 staff (including agency and contracted staff) diagnosed with COVID-19 and 9 residents who were also diagnosed with COVID-19. We have not had any resident deaths caused by COVID-19. One end-of-life resident was later diagnosed COVID-19 positive and this was added to the Death Certificate as a possible contributing factor.

Education about the core principles and best practices of COVID-19 infection prevention is an important tool we have utilized to inform families, staff, and residents about the virus. Signage has been displayed throughout the facility as a reminder for individuals to follow proper infection prevention protocols.

Information Technology

We have implemented several technological enhancements over the past year to increase efficiency and improve workflow.

We are in the process of installing Accushield tablet-based kiosks to replace the manual paper logbooks; this will create a streamlined sign-in and health screening process for all visitors, staff, third party caregivers, and residents who enter and exit the community. The Accushield solution was designed by Executive Directors to help Senior Living Communities, Nursing Homes, and Hospitals know who is in their buildings, enabling the creation of a safer and healthier environment.

The Commissioners have approved the purchase of nine state-of-the-art, all-in-one touchscreen computers designed specifically for healthcare applications. Their design allows the tablet to withstand the harsh and demanding healthcare environments. The touch screen is built to protect against liquid sprays and can withstand millions of touches. The case contains an advanced anti-microbial additive to prevent the spread and growth of surface microorganisms and bacteria.

The Infection Prevention and Control module has been added to our Electronic Medical Records System (EMR), PointClickCare (PCC), which is a clinical workflow and intelligence system that helps with resident surveillance with an enhanced focus on infection prevention. We continue to perform surveillance rounding on all units and departments every month to assess infection prevention risks.

Employee Relations

LNA Classes

We have partnered with LNA Health Careers, LLC to develop an LNA apprenticeship program for our employees. Classes are hosted on-site with classroom education and clinical hours, with RCRNC covering the cost of the certification. After completion of the program, the newly licensed LNAs are hired on as employees at RCRNC.

Our third LNA class began on December 3rd.

Retain Software

We are partnering with a company called Retain by Pinnacle to administer staff satisfaction surveys, which will provide us with a direct source of employee feedback, boost morale, and increase job satisfaction. Retain is a simple software that will help RCRNC improve employee engagement and retention. Retain collects employee surveys, flags potential separations, and prompts managers to check in with employees. Since research shows that employee turnover at

senior care centers is highest in the first 100 days on the job, the software particularly targets new hires. The software also allows us to receive reminders of employee milestones, birthdays, and anniversaries. We expect to launch this new platform in January 2022.

Staff Morale

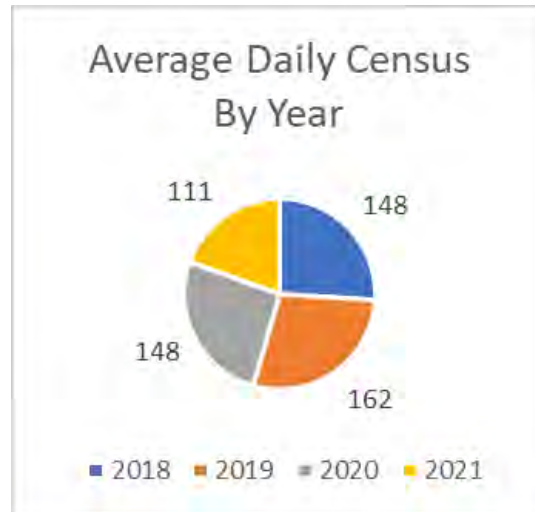
Our staff has shown remarkable fortitude since the onset of the pandemic. We are fortunate to have such a devoted group of individuals working in the community. Under new Administrator leadership, a Culture Committee was established with the goal of promoting and driving a culture of inclusivity throughout the community. The Culture Committee’s mission is to help RCRNC employees find a greater sense of connectivity through improved communication and to make an impact on the lives of our employees by embracing a philosophy of kindness and respect. Some of the Culture Committee’s programs have included the Summer Olympics, raffles, gratitude stations, and holiday spirit week. We have also established an employee newsletter to share updates and foster and improve connectivity between all departments. Staff members also enjoyed the holiday pies that were distributed on November 12th.



Admissions, Marketing & Public Relations

Admissions

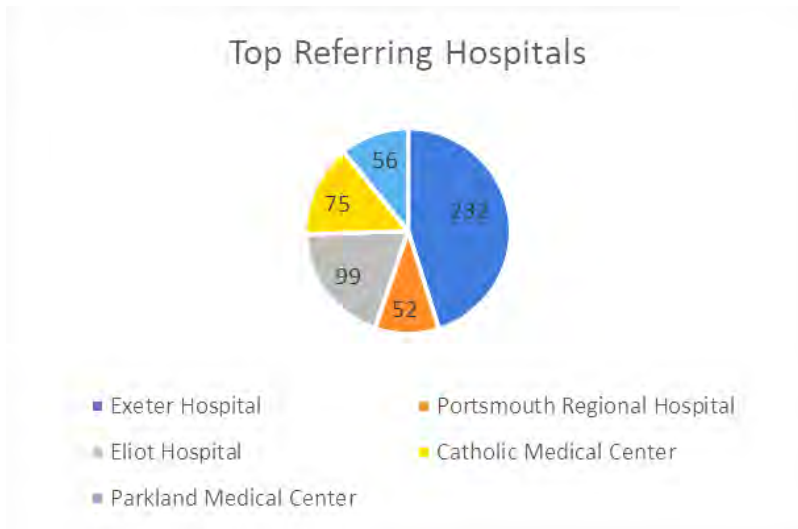
Admissions this year were challenging due to NH Department of Health and Human Services (DHHS) mandating facility closures due to COVID-19 positive staff and resident cases. Since mid-August our skilled rehab unit has been closed and designed to be a dedicated COVID-19 unit. Staffing shortages were also responsible for the decision to close additional units on Driscoll Ground and Driscoll 1. The residents of those units were transferred to actively occupied units that included Blaisdell 1 and Blaisdell 2. To date we have a total of 68 closed beds.



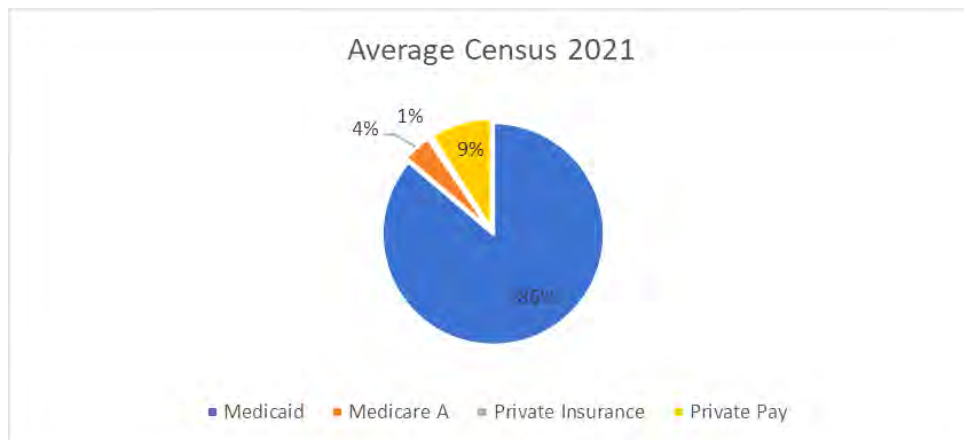
The COVID-19 pandemic, staffing shortages, and unit closures have all impacted our average daily census. Although we are inundated with calls from hospitals seeking placement for patients, we have been unable to accommodate the demand. Many nursing facilities in New Hampshire are struggling to find enough workers, thus reducing their occupancy to safely meet the needs of their current residents.

Since January 1st we have had a total of 125 admissions, 127 discharges, and 38 deaths not related to COVID-19. There are currently 96 people actively on our waitlist seeking long-term care placement.

Since January 1st, we received a total of 1,028 referrals. Of those, 872 referrals came from hospitals and acute care rehab centers and 156 referrals came from other sources, including community-based services such as adult day centers and home health care providers. The chart below shows our top 5 referring hospitals. Exeter Hospital continues to be our biggest referral source. Our top referring acute care rehab center is Northeast Rehab, located in Salem, NH.



The diagram below shows our facility case mix. The impact of COVID-19 can be seen in the decrease of skilled-nursing admissions. Our industry has seen a decline in Medicare A residents due to hospitals deferring elective surgeries during the pandemic. Additionally, people are staying at home longer using home health support.



Marketing & Public Relations

Marketing events and tours of the community have been put on hold due to COVID-19. In October we hired a Public Relations & Community Outreach Manager, who has launched social media platforms on Facebook, Instagram, and LinkedIn. These channels increase community awareness and help establish a stronger connection with the community. We have also been able to perform community outreach by attending Exeter Chamber of Commerce mixers and Seacoast Healthcare Provider Network events. In November we organized a food drive to benefit the Society of St. Vincent de Paul in Exeter. We were able to donate 7 boxes of food and personal supplies to help Exeter families in need.



Resident Relations

Resident Gatherings

While adhering to the core principles of COVID-19 infection prevention as established by CMS, communal activities and dining may now occur. The courtyard provided an outdoor space for programming, which was a highlight for many residents. Below is a picture of some residents enjoying an outdoor concert in early November. For indoor activities, residents have been able to enjoy movies, exercise, bingo, and more while wearing masks and practicing social distancing. Although units may not intermingle, these in-person group activities have greatly lifted resident morale.



Resident Council

In-person Resident Council meetings have begun again. A big concern for the residents was the kitchenettes in the dining rooms not being fully stocked; the Activities Department remedied this issue by assisting Glendale Dining Services with keeping these areas stocked. The Resident Snack Bar in the Activities Department will open in the coming weeks to provide residents with increased social engagement opportunities and additional nourishment.

Resident Services

Dietary

We implemented PointClickCare's Nutrition Management module, which provides an automated nutrition management program that replaced our out-of-date software. Residents' nutritional records such as food allergies, dietary restrictions, snack lists, and dislikes are all stored in a single system, which has streamlined the management of residents' dietary needs and increased resident satisfaction.

Insurance Verification

To verify residents' eligibility for insurance, we have implemented a new verification system as part of our EMR software, PCC. The insurance verification tool allows our admissions department to instantly verify insurance status both before admission and during their stay, minimizing the risk of non-payment.

Satisfaction Survey

We are researching companies to administer a resident satisfaction survey, which will be a valuable tool to monitor and improve the resident experience. These surveys will provide us with a direct source of resident feedback and assist us with developing person-centered care goals during residents' stays in our community.

Health Services

Health Inspections and Survey

We continue to meet all Health and Life Safety regulatory requirements under the Centers for Medicare & Medicaid Services (CMS) Rules of Participation for the Skilled Nursing Home. Rockingham County Rehabilitation & Nursing Center continues to maintain substantial compliance with the State of New Hampshire's licensed Assisted Living regulations. CMS has also instituted that all Long-Term Care (LTC) facilities must undergo a focused infection control nursing home survey. State agencies, upon inspection, are to enforce infection control practices and hold LTC facilities accountable to regulations.

Regulatory Update

CMS continues to require nursing homes to report data directly to the Centers for Disease Control & Prevention (CDC) on resident and staff vaccination status. We continue to notify residents and family members of our facility's COVID-19 status on a regular basis.

Document Manager

Due to COVID-19, we have implemented the use of PCC's Document Manager module to our EMR system. This module allows admission documents to be signed electronically, which allows responsible parties to admit residents and sign paperwork without physically coming onsite.

Electronic Prescription of Controlled Substances

Beginning January 1, 2022, the State of NH will mandate all controlled substance prescriptions to be sent electronically. We are in the process of finalizing the setup of Electronic Prescription of Controlled Substances.

Quality Assurance Performance Improvement Report

Through Quality Assurance and Performance Improvement (QAPI) efforts, we continue to look for ways to improve processes and delivery of care through PointClickCare applications and performance improvement projects (PIP). Rockingham County Rehabilitation and Nursing Center monitors care and services from multiple data points. Performance indicators allow us to monitor a wide range of care processes and outcomes. This allows us to track, investigate, and monitor adverse events and develop care improvement processes through PIP.

Resident safety and welfare in long-term care is being redefined as the focus shifts to promoting an optimal quality of life with reduced staffing. Achieving this requires organizational process improvements, strategic thinking, and willingness to embrace innovation. Over the past year we have seen gradual improvements in the following seven PIP:

- Reduction of falls with substantial injuries
- Bed management reviews to reduce injury and pressure sores
- COVID-19 risk mitigation efforts and containment
- Nursing skill competencies
- Reduction in lost hearing aids and personal items
- Antipsychotic drug reduction
- Spill prevention strategies to reduce hot liquid injuries
- Infection prevention efforts with catheter bag drainage protocol

Risk Management

Risk Management efforts have included review of policies and procedures in conjunction with state requirements and guidelines. This included updating the Material Safety Data Sheet (MSDS) paper processes to electronic, which eliminated waste and improved productivity. Monthly environmental rounds continue to ensure the safety of patients and staff, as well as optimize the overall operations of the facility.

Concluding Remarks

As the year comes to an end, I would like to take some time to think about all that we have accomplished in this past year. We have learned how strong we are as individuals, and we have learned how strong we are as an organization. Over the past twelve months we have met all the challenges thrown at us with the compassion and integrity. I have come to find emblematic of the RCRNC team. It is with great pride I have watched us grow over the past year.

One of our greatest strengths is our commitment to partner with our residents and help them define their needs. Every day our staff treats our residents not as problems to be solved, but as individuals with unique histories, abilities, and preferences. The care our staff provides truly enables our residents to lead lives of enrichment they may not have otherwise experienced.

I am grateful to have the privilege to lead this team as we look to the future.

Respectfully submitted,



Jason Smith, MS, MBA, NHA
Dir. of Long-Term Care Services

Rockingham County Sheriff's Office



FY2021 Annual Report
July 1, 2020 – June 30, 2021



Office of the Sheriff

Rockingham County

Charles S. Massahos, High Sheriff

I am privileged to continue to serve the citizens of Rockingham County as High Sheriff. I have worked as a deputy sheriff in Rockingham County for over 30 years. I have had the privilege and honor to work with the many hard working, professional men and women of the Rockingham County Sheriff's Office and I am proud of our many accomplishments.

I extend my sincere appreciation to the employees of Rockingham County Sheriff's Office for their commitment and dedication to the work we perform. The work of all in law enforcement has become increasingly difficult due to the COVID 19 pandemic and the anti-police sentiment that has spread across our country. Here at the Rockingham County Sheriff's Office, we have been tasked with developing extensive policies, procedures, and protocols to help keep our employees and public safe. Although we have seen a decrease in our workload in areas such as service of civil paperwork and prisoner transportation, we have experienced increases in calls for service, police assistance in other communities, traffic enforcement and drug enforcement.

We are fortunate here in New Hampshire and within Rockingham County to have good relationships between the police and our communities. Our policies and procedures do not tolerate discrimination, excessive force or misconduct by our deputies and Sheriff's Office employees.

Over the past year the Rockingham County Sheriff's Office continued to work collaboratively with the United States Marshals Service by assigning a deputy sheriff to the task force which is responsible for apprehending the most serious and violent offenders. The Rockingham County Sheriff's Office Drug Task Force has worked closely with our local, state, and federal partners to take dangerous narcotics off our streets. Sheriff's deputies provided support to local police departments by assisting with traffic enforcement, DWI checkpoints, representing law enforcement at community events, and participating in training. These cooperative efforts have helped to make Rockingham County safer for our residents and visitors.

Due mostly to the pandemic and moratoriums, the Sheriff's Office experienced a decrease in process service due to COVID 19 and the court shutdowns. During the latter half of the fiscal year, we have seen increases in process service and anticipate that this upward trend will continue as moratoriums expire and courts reopen.

Sheriff's Office bailiffs and deputies assigned to Rockingham County Superior Courthouse maintain a secure facility for citizens and judicial staff. Nearly 900 individuals were safely transported to and from Court arraignments, trials, status conferences and medical facilities – as required by statute.

Rockingham County Communications Center has seen a drastic 22% increase in calls for service in fiscal year 2021. This has been a continuous trend since 2009. The average annual increase has been 9% per year over the last 12 years. The division experienced a staffing shortage but managed it well to avoid excessive overtime.

I am also pleased to report that we have remained within the constraints of our budget for fiscal year 2021 and a surplus was returned to the General Fund.

As we continue to face uncertain times, the Rockingham County Sheriff's Office stands ready to meet future challenges and provide the most efficient and effective law enforcement service to the residents of Rockingham County. I am fortunate and honored to serve the citizens of Rockingham County as your Sheriff.

Sincerely,

Charles S. Massahos

Charles S. Massahos
High Sheriff

Rockingham County Sheriff's Office FY2021 Statistics

Arrest Warrant Statistics

July 1, 2020 to June 30, 2021

Active Warrants Overview– Superior Court & Family Division

Active Warrants in NCIC at year end FY2020	974
Warrants Received from Family and Superior Courts – FY 2021	873
Total Warrants Executed during FY 2021	(755)
Total Active Warrants as of June 30, 2021	1,092

Summary – Superior Court & Family Division as of June 30, 2021

Active Warrants in NCIC	926
Active Superior Court Civil Warrants Non-NCIC (Equity, Family Division, Cost Containment)	130
Active Warrants – Persons Serving Time in Other States	36
Total Active Warrants as of June 30, 2021	1,092

Active Warrants Overview- District Court

Active Warrants at year end FY2020 (<i>adjusted</i>)	48
Warrants Received from District Courts – FY 2021	39
Total Warrants Executed during FY 2021	(58)
Total Active District Court Warrants as of June 30, 2021	29

Grand Total – Active Warrants All Courts	1,121
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Arrest & Recall Statistics

As of June 30, 2021

Arrests – Superior Court Warrants

Criminal Warrant Arrests*	564
Civil Warrant Arrests	52
Warrant Recalls	435
Subtotal	1,051

Arrests – District Court Warrants

Arrests	5
Non-Est	12
Warrant Recalls	41
Subtotal	58

Grand Total – All Warrants Cleared	1,109
Total Warrants Managed – All Courts	2,230

* = individuals with multiple warrants are processed as one arrest

Court Services Division

The Court Services Division transported 897 individuals in fiscal year 2021. The number of transports completed in fiscal year 2020 was 4,588 representing an 83.5% decrease. Most of this decrease is primarily attributed to COVID 19 and the shutdown of many in-person court hearings.

Transports for Other Agencies	756
Involuntary Emergency Admissions	133
Juvenile Transports	8
Total FY2021	897
Total FY2020	4,588

Patrol / Civil Division

The Patrol / Civil Division processed an average of 392 documents per month for the thirty-seven towns within Rockingham County. In all, 4,700 court documents were addressed by serving in-hand, or by leaving at places of business or residences or recorded at Rockingham County's Registry of Deeds. This represents a 30% decrease over services completed in the prior fiscal year. This decrease is primarily attributed to the shutdown of most court services and moratoriums during the Covid 19 pandemic.

All deputies were instrumental in traffic enforcement. Deputies stopped 5,512 vehicles. Traffic enforcement this fiscal year represents a 22.11% increase in activity. These enforcement actions contributed to making the roadways safer by impacting traffic flow, mitigating potential hazards, and assisting the stranded motorist.

The division is also responsible for managing civil arrest warrants issued by all state courts to residents in Rockingham County. These orders of arrest warrants are for failure to appear in cases related to a civil matter.

The Patrol / Civil division deputies also responded to 259 calls for service. These calls were for criminal or non-criminal calls or to assist local police agencies.

Civil Process Served	4,700
Motor Vehicle Enforcement	5,512
Assistance to Disabled Motor Vehicles	274
Motor Vehicle Accident Investigations	12

Criminal Investigations / Warrants Division

The Warrants/Investigations Division was responsible for 80 criminal cases that included drug investigations, background investigations, and cases that the Attorney General's Office, the Rockingham County Attorney's Office, and other law enforcement agencies referred to the Sheriff's Office due to conflicts of interest. The division is also responsible for investigating crimes and incidents occurring on Rockingham County grounds and within the population remanded to Rockingham County's Department of Corrections.

Criminal Investigations

Backgrounds	7
Fugitive from Justice	2
Conflict of Interest	5
Department of Corrections	62
Rockingham County Campus and Other	4
Total	80

The Warrants / Investigations Division arrested 616 people on outstanding warrants during the fiscal year.

2021 Out of State Extraditions

Connecticut	1	Massachusetts	51
Maine	18	Rhode Island	1
Vermont	2		
Total Out of State Extraditions:	73		

The Sheriff's Office and the United States Marshal's Service continue to work cooperatively to arrest New Hampshire's most wanted and violent criminals. This effort has resulted in the apprehension of three hundred forty-five (345) felons throughout New Hampshire during the fiscal period of July 1, 2020, to June 30, 2021.

Drug Task Force

Rockingham County's Drug Task Force (DTF) is a cooperative effort comprised of twenty-two sworn police officers from eleven participating towns. The member agencies are Rockingham County Sheriff's Office, Atkinson Police, Epping Police, Exeter Police, Hampton Police, Kensington Police, Newington Police, Portsmouth Police, Raymond Police, Seabrook Police, and Windham Police. Both the Hampton Police and Portsmouth Police Departments have recently joined the DTF as they recognized the benefits of joint cooperative investigations to impact drug trafficking in Rockingham County and their communities.

Under the supervision and direction of Rockingham County Sheriff's Office, the DTF coordinated and assisted in several joint narcotics investigations with multiple agencies that included our local, state, and federal law enforcement partners. Those joint investigations involved the following law enforcement agencies: almost all local law enforcement agencies within Rockingham County, the Lee Police, Rochester Police, Dover Police, agencies in Massachusetts along our southern border including Lawrence, Lowell, Methuen, and Haverhill Police, the United States Drug Enforcement Administration (DEA) in Massachusetts, New Hampshire, and Maine, Homeland Security Investigations (HIS) in New Hampshire and Massachusetts.

The Task Force received assistance from patrol officers and deputies throughout Rockingham County. The Sheriff's Office is thankful for the support we receive from the local police agencies within Rockingham County and their commitment to making our county safer for all citizens. Several major cases began with the initial contact of an alert deputy/officer or a member of the community who informed us of possible drug activity. Rockingham County Department of Corrections also provided several cooperating individuals who

assisted with investigations. The Sheriff's Office recognizes that these partnerships are essential to make a real impact on drug abuse in Rockingham County.

OPERATION GRANITE SHIELD

Due to the Covid 19 pandemic and financial constraints, the DTF did not receive any Law Enforcement Substance Abuse Reduction Initiative (Operation Granite Shield) State assistance in the latter part of 2020. This has seriously curtailed enforcement efforts because of lack of funding. However, the DTF has recently received notification that the State of New Hampshire will be providing renewed funding opportunity for Operation Granite Shield in fiscal year 2022. The DTF is hopeful to receive that funding.

In the first six months of fiscal year 2021, the DTF conducted numerous successful joint operations in Rockingham County. Several joint operations were conducted with Massachusetts Law Enforcement and the Drug Enforcement Administration (DEA) targeting Drug Trafficking Organizations (DTO) in New Hampshire, Massachusetts and Maine who are involved in the distribution of counterfeit Controlled Prescription Drugs (CPD) into Rockingham County. These CPD's are extremely dangerous as they are trafficked/marketed as legal safe prescription drugs when in fact, they are dangerous illicit drugs such as methamphetamine and fentanyl.

Additionally, the DTF conducted other significant cases that should be noted:

- A joint investigation with the Federal Bureau of Investigation (FBI) Safe Streets Taskforce resulted in the arrest of two people for trafficking in large quantities of Fentanyl. This case will be prosecuted on the federal level.
- In a joint investigation with the Department of Homeland Security Investigations (HIS) the Rockingham County Drug Task Force arrested a female in Candia, New Hampshire for Possession with Intent to Distribute a controlled drug after an investigation revealed that this individual was importing Controlled Prescription Drugs from foreign countries into Rockingham County. The investigation resulted in the seizure of 5,000 Carisoprodol pills a schedule IV-controlled drug.
- A joint investigation with the Lee Police Department resulted in the arrest of an individual for four counts of Sale of a Controlled Drug and Transporting Controlled Drugs. A court authorized search warrant was served on a residence in Lee that resulted in the seizure of 929 grams of Butane Honey Oil (a derivative of concentrated THC) along with eight pounds of Marijuana, firearms and \$127,000 in United States currency.

The first six months of 2021 were extremely busy for the DTF and resulted in the arrest of 50 individuals on felony drug charges of Sale, Distribution and Possession of Drugs and the following seizure of Narcotic drugs:

Seizures

Drug Name	Amount
Marijuana	8.0 pounds
Cocaine	100 grams
Methamphetamine	1,305 grams
Counterfeit Controlled Prescription Drugs	1,100 pills
Controlled Prescription Drugs	5,000 pills
Heroin/Fentanyl	255 grams
Butane Honey Oil	929 grams
Assorted Pills	80 pills

Mushrooms	½ pound
Other Seizures	
Money	\$132,000
Firearms	4

Warrant Entry Containment Team (WECT)

The Warrant Entry Containment Team currently operates with one team commander, one team leader, one assistant team leader and six operators. Sergeant Lindsey Cunningham resigned from his role as Tactical Medic to fulfill his increased requirements as a supervisor. Deputy McLellan returned from a military deployment and transitioned into the Team Leader role. Deputy Bois took on the Assistant Team Leader role.

The Warrant Entry Team maintained overall proficiency by participating in twenty-two scheduled SWAT related training days, with additional days for some members that attended SWAT related courses. Sergeant Rathman and Deputy Greeley completed the SWAT I & II training during the fiscal year.

Overall, the focus on Covid 19 mitigation led to a decrease in WECT activity. No warrant sweeps were conducted between July 2020 and June 2021. Members of the WECT assisted local agencies in four domestic disturbance calls where a firearm was reported to be involved. One of these calls involved the deployment of the M-ATV. One of these calls also involved working in coordination with the Southern New Hampshire Special Operations Unit. The team conducted mission planning and reconnaissance of multiple operations that were eventually deemed not appropriate for team activation or had subjects taken into custody by other means prior to the team being employed. Members of the WECT also utilized their training and experience to assist with numerous calls that did not rise to the level of team involvement.

Additional training this year was conducted by firearms qualifications, safety training, hostage rescue, active shooter, barricaded subjects, motor vehicle take downs, use of force, officer rescue techniques with shields and vehicles, less lethal systems, and adding less lethal shotguns. A culminating training event was executed at the NHARNG RTI where Deputies applied skills learned throughout the year into simunitions training scenarios.

The WECT continues to maintain proficiency and actively seeks out further training to increase mission readiness. Team members are frequently recognized for their efforts and actions. They utilize their training and experience every day within the towns of Rockingham County and beyond. The team stands ready to serve the residents of Rockingham County.

Administrative Services Division

Rockingham County Communications Center logged 239,838 calls for service during fiscal year 2021. This is compared to 195,267 calls for service during the previous fiscal year. This equates to a 22.8% increase over the previous fiscal year.

The Communications Center dispatched for twenty-four (24) police departments, seventeen (17) fire/EMS departments, and the Sheriff’s Office. The 2021 authorized strength of the dispatch center was four (4) dispatch supervisors, fourteen (14) full-time dispatchers and eight (8) on-call dispatchers.

Network Administration

Administration of our computer network is authorized at one Network Administrator. Brynda Poggi continues to grow in her role and brings fresh ideas and progressive thinking to the position. Brynda has been busy this year with projects and reorganization of the network server racks.

Radio Shop:

The Radio Shop has an authorized strength of one Chief Engineer. Tobias Dannhausen worked this year to install emergency back-up generators at the Rye Water Tank and the East Kingston Radio site. Additionally, Tobias has been planning the installation of a new site in Kensington.

Covid 19 Pandemic

The Covid 19 pandemic greatly affected Sheriff’s Office operations. Steps were taken quickly to protect staff which included the purchase of personal protective equipment (PPE) through a new grant, new policies were developed, and staff worked diligently to socially distance to safely carry out the essential functions of the office.

Some services, such as civil process and transports, saw a decline due to the closure of court buildings, moratoriums, and limited in-person hearings. However, the Sheriff’s Office saw an increase in other duties that aided local communities affected by the virus. Deputies regularly attended public safety meetings with NH Homeland Security and Emergency Management to ensure a consistent and coordinated strategy was achieved to address the pandemic. Staff updated the Covid 19 list weekly and distributed information to local chiefs and emergency management personnel. Additional patrol coverage was provided to communities, especially to police departments who experienced staffing shortages. The Communications Center stood ready to cover other public safety dispatch centers in the event of exposures among staff. Deputies were also assigned cases for other agencies who didn’t have the level of staff available to conduct investigations or that were conflict of interest cases.

Some executive orders and mandates issued by the state and federal government were faced with pushback and raised concerns from citizens about constitutional rights and government overreach. Deputies were tasked with conducting research and providing responses to those concerns.

Overall, the Sheriff’s Office managed the crisis well despite the rapidly changing guidance, executive orders, and recommendations issued by the CDC and other government entities. While the future of the pandemic is unknown, the Sheriff’s Office is confident in its new policies and practices to protect staff and help limit the spread of the virus throughout the community.

PROMOTIONS/CHANGES/NEW HIRES/RESIGNATIONS

08/03/2020	George Abele	Deputy Sheriff	New Hire
08/03/2020	Jessica Wing	Assistant Office Admin.	New Hire
08/17/2020	Kenneth Rowell	Bailiff	New Hire
08/24/2020	Erin Coker	Dispatch Operator	Position Change: On Call Dispatch

09/12/2020	Jason MacLeod	Deputy	Resigned
09/14/2020	George Abele	Deputy	Reassigned: Court to Warrants Division
09/28/2020	Peter Tenaglia	Bailiff	Rehired
10/26/2020	Melanie Rivard	On Call Dispatch	Resigned
11/17/2020	Richard Talham	Bailiff	Resigned
12/21/2020	Kevin Collins	Special Deputy	New Hire
12/31/2020	Martha Breen	Per Diem Administrator	Resigned
12/31/2020	Susan Howard	Civil Admin. Assistant	Retired
01/04/2021	Christopher Perry	Dispatch Operator	New Hire
01/11/2021	David Nash	Deputy	New Hire
01/17/2021	George Malgeri	Deputy	Position Change: Special Deputy
01/18/2021	Robert Acres	Deputy	Reassigned: Court to Patrol Division
01/19/2021	Craig Charest	Deputy	New Hire
02/01/2021	Richard Sawyer	Chief Deputy	New Hire
02/05/2021	Christopher Perry	Dispatch Operator	Resigned
02/14/2021	Shanon Goff	Lieutenant	Reassigned: Court to Headquarters
02/14/2021	Scott Peltier	Sergeant	Reassigned: Task Force to Court Division
02/18/2021	Albert Brackett	Special Deputy	Officer in Charge – Task Force
03/03/2021	Peter Fowler	Sergeant	Resigned
03/15/2021	Mary Straight	Civil Admin. Assistant	New Hire
03/15/2021	George Abele	Deputy	Reassigned: Warrants to Task Force
03/28/2021	Brian Rathman	Deputy	Promotion: Sergeant
03/29/2021	Connor Chisholm	Dispatch Operator	New Hire
03/29/2021	Loran Sheley	Dispatch Operator	New Hire
03/29/2021	Matthew Zabkar	Deputy	New Hire

03/29/2021	Misha Gash	On Call Dispatch	Resigned
03/29/2021	Craig Charest	Deputy	Reassigned: Court to Warrants Division
03/31/2021	Robert Marzinzik	Bailiff	Resigned
03/31/2021	Scott Peltier	Sergeant	Retired
04/04/2021	David Nash	Deputy	Reassigned: Court to Patrol Division
04/12/2021	Albert Brackett	Special Deputy	Promotion: Captain
04/12/2021	Lindsey Cunningham	Deputy	Promotion: Sergeant
04/14/2021	Dean Tsonas	Bailiff	Resigned
04/14/2021	Joseph Costa	Deputy	Reassigned: Warrants to Task Force
05/07/2021	Mathew Steer	Dispatch Operator	Position Change: On Call Dispatch
05/19/2021	Christina Cruz	On Call Dispatch	Resigned
05/19/2021	William Wyner	On Call Dispatch	Resigned
05/26/2021	Giovanni Otero	Dispatch Operator	Resigned
06/19/2021	Scott Sullivan	Deputy	Resigned



Financial Report of the Budget

Rockingham County

For the period ending June 30, 2021

CLERK OF THE BOARD OF COMMISSIONERS CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Name	Position	Signature
Kathryn Coyle	Clerk	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



General Fund Expenditures: Modified Accrual

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4110	County Convention Costs	\$324,752	\$138,011
4120	Judicial	\$0	\$0
4122	Jury Costs	\$0	\$0
4123	County Attorney's Office	\$3,744,977	\$3,559,757
4124	Victim Witness Advocacy Program	\$0	\$0
4130	Executive	\$844,336	\$780,782
4150	Financial Administration	\$1,205,157	\$1,130,687
4151	Treasurer	\$18,864	\$13,959
4153	Other Legal Costs	\$175,001	\$105,797
4155	Personnel Administration	\$789,380	\$702,149
4191	Planning and Zoning (Unincorp. Places)	\$0	\$0
4192	Medical Examiner	\$62,104	\$79,789
<i>Explanation: line item transfer was approved by Executive Committee; unanticipated increase in views and other ME</i>			
4193	Register of Deeds	\$1,218,020	\$1,189,145
4194	Maintenance of Government Buildings	\$5,399,372	\$4,737,490
4196	Insurance Not Otherwise Allocated	\$0	\$0
4198	Contingency	\$0	\$0
4199	Other General Government	\$355,000	\$342,000
General Government Subtotal		\$14,136,963	\$12,779,566
Public Safety & Corrections			
4211	Sheriff's Department	\$6,534,047	\$6,051,097
4212	Custody of Prisoners	\$0	\$0
4214	Sheriff's Support Services	\$0	\$0
4219	Other Public Safety	\$0	\$0
4230	Corrections	\$11,950,203	\$10,250,486
4235	Adult Probation and Parole	\$0	\$0
Public Safety & Corrections Subtotal		\$18,484,250	\$16,301,583
County Farm			
4301	Administration	\$0	\$0
4302	Operating Expenditures	\$0	\$0
4309	Other County Farm	\$0	\$0
County Farm Subtotal		\$0	\$0
County Nursing Home			
4411	Administration	\$27,806,614	\$23,434,323
4412	Operating Expense	\$0	\$0
4439	Other Health	\$1,785,610	\$1,701,560
County Nursing Home Subtotal		\$29,592,224	\$25,135,883



General Fund Expenditures: Modified Accrual

Account	Purpose	Voted Appropriations	Actual Expenditures
Human Services			
4441	Administration	\$0	\$0
4442	Direct Assistance	\$19,971,061	\$19,560,751
4443	Board and Care of Children	\$0	\$0
4447	Special Outside Services	\$0	\$0
4449	Other Human Services	\$0	\$0
Human Services Subtotal		\$19,971,061	\$19,560,751
Cooperative Extension Services			
4611	Administration	\$410,054	\$410,054
4619	Other Conservation	\$0	\$0
Cooperative Extension Services Subtotal		\$410,054	\$410,054
Economic Development			
4651	Administration	\$0	\$0
4652	Economic Development	\$0	\$0
4659	Other Economic Development	\$0	\$0
Economic Development Subtotal		\$0	\$0
Debt Service			
4711	Principal - Long-Term Bonds/Notes	\$1,480,000	\$1,480,000
4721	Interest - Long-Term Bonds/Notes	\$375,422	\$375,422
4723	Interest on Revenue Anticipation Notes	\$0	\$0
4750	Fiscal Agents' Fees	\$0	\$0
4760	Bond Issuance Costs	\$11,001	\$0
4790	Other Debt Service Charges	\$0	\$0
Debt Service Subtotal		\$1,866,423	\$1,855,422
Intergovernmental Transfers			
4800	Intergovernmental Transfers	\$0	\$0
Intergovernmental Transfers Subtotal		\$0	\$0
Capital Outlay			
4901	Land and Improvements	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$33,000	\$33,000
4903	Buildings	\$475,016	\$460,387
4904	Improvements other than Buildings	\$0	\$0
Capital Outlay Subtotal		\$508,016	\$493,387
Depreciation Expense			
4905	Depreciation	\$0	\$0
4906	Amortization	\$0	\$0
Depreciation Expense Subtotal		\$0	\$0



General Fund Expenditures: Modified Accrual

Account	Purpose	Voted Appropriations	Actual Expenditures
Interfund Operating Transfers			
4911	Transfers to General Fund	\$0	\$0
4912	Transfers to Special Revenue Fund	\$0	\$0
4913	Transfers to Capital Projects Fund	\$400,000	\$400,000
4914	Transfers to Proprietary Fund	\$0	\$0
4915	Transfers to Capital Reserve Fund	\$0	\$0
4916	Transfers to Trust and Fiduciary Funds	\$0	\$0
Interfund Operating Transfers Subtotal		\$400,000	\$400,000
Less Proprietary/Special Funds		\$0	\$0
Total General Fund Expenditures		\$85,368,991	\$76,936,646



General Fund Revenues: Modified Accrual

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Assessments/Taxes			
3110	Property Taxes (Unincorp. Places)	\$0	\$0
3111	Municipal Assessment	\$0	\$49,457,963
3120	Land Use Change Taxes (Unincorp. Places)	\$0	\$0
3180	Resident Taxes (Unincorp. Places)	\$0	\$0
3185	Yield Taxes (Unincorp. Places)	\$0	\$0
3186	Payments in Lieu of Taxes (Unincorp. Places)	\$0	\$0
3187	Payments in Lieu of Taxes	\$0	\$0
3189	Other Taxes	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes (Uninco	\$0	\$0
3191	Penalties on Delinquent Municipal Assessments	\$0	\$0
3200	Licenses, Permits, and Fees	\$0	\$0
Assessments/Taxes Subtotal		\$0	\$49,457,963
Licenses, Permits, and Fees			
3220	Motor Vehicle Fees (Unincorp. Places)	\$0	\$0
3230	Building Permits (Unincorp. Places)	\$0	\$0
3290	Other Licenses, Permits, and Fees	\$0	\$0
Licenses, Permits, and Fees Subtotal		\$0	\$0
From the Federal Government			
3319	Federal Grants and Reimbursements	\$400,000	\$342,761
From the Federal Government Subtotal		\$400,000	\$342,761
From the State of New Hampshire			
3351	Shared Revenue - Block Grant (Unincorp. Places)	\$0	\$0
3352	Incentive Funds	\$0	\$0
3354	Water Pollution Grants	\$0	\$0
3355	Housing and Community Development	\$0	\$0
3356	State/Federal Forest Land Reimbursements (Unincorp	\$0	\$0
3359	Other State Grants and Reimbursements	\$5,960,000	\$7,615,639
From the State of New Hampshire Subtotal		\$5,960,000	\$7,615,639
Revenue from Other Governments			
3379	Intergovernmental Revenues	\$0	\$0
Revenue from Other Governments Subtotal		\$0	\$0



General Fund Revenues: Modified Accrual

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Charges for Services			
3401	Sheriff's Department	\$1,412,935	\$889,013
3402	Register of Deeds	\$2,927,000	\$5,615,911
3403	County Corrections	\$86,002	\$35,225
3404	County Nursing Homes	\$18,415,575	\$16,048,485
3405	County Farm	\$53,600	\$18,164
3406	Cooperative Extension Service	\$0	\$0
3407	Maintenance Department	\$50,000	\$41,191
3409	Other Charges	\$0	\$0
Charges for Services Subtotal		\$22,945,112	\$22,647,989
Miscellaneous Sources			
3501	Sale of County Property	\$0	\$0
3502	Interest on Investments	\$200,000	\$77,979
3503	Rents of Property	\$0	\$0
3504	Fines and Forfeits	\$0	\$0
3505	Escheats	\$200,000	\$433,039
3506	Insurance Dividends and Reimbursements	\$0	\$0
3508	Contributions and Donations	\$0	\$0
3509	Other Miscellaneous Sources	\$46,505	\$265,019
Miscellaneous Sources Subtotal		\$446,505	\$776,037
Other Financial Sources			
3911	Transfers from General Fund	\$0	\$0
3912	Transfers from Special Revenue Fund	\$43,400	\$128,419
3913	Transfers from Capital Projects Fund	\$0	\$0
3914	Transfers from Proprietary Funds	\$0	\$0
3915	Transfers from Capital Reserve Fund	\$0	\$0
3916	Transfers from Trust and Fiduciary Funds	\$0	\$0
3934	Proceeds from Long-Term Bonds/Notes	\$0	\$0
Other Financial Sources Subtotal		\$43,400	\$128,419
Less Proprietary/Special Funds		\$0	\$0
Municipal Property Taxes		\$49,457,963	
Total General Fund Revenues		\$79,252,980	\$80,968,808



Balance Sheet: Modified Accrual

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	\$32,020,880	\$93,619,435
	<i>Explanation: Covid-related influx of Federal grants/awards</i>		
1030	Investments	\$0	\$0
1080	Taxes Receivable (Unincorp. Places)	\$0	\$0
1081	Municipal Assessments Receivable	\$0	\$0
1110	Tax Liens Receivable (Unincorp. Places)	\$0	\$0
1150	Accounts Receivable	\$1,123,450	\$865,032
1260	Due from Other Governments	\$4,289,647	\$2,260,000
1310	Due from Other Funds	\$608,061	\$3,557,104
1400	Other Current Assets	\$13	\$13
1410	Inventory: Current Portion	\$661,147	\$659,021
1430	Prepaid Items	\$381,409	\$440,457
	Current Assets Subtotal	\$39,084,607	\$101,401,062
Current Liabilities			
2020	Accounts Payable	\$1,669,835	\$3,018,437
2030	Compensated Absences Payable	\$0	\$0
2060	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$10,383,047	\$8,424,418
2080	Due to Other Funds	\$454,113	\$59,731,228
	<i>Explanation: primarily amount due to Contingent Grants Fund</i>		
2090	Due to Others	\$0	\$0
2220	Deferred Revenues	\$297,419	\$15,000
2230	Notes Payable: Current	\$0	\$0
2250	Bonds Payable: Current	\$0	\$0
2260	Capital Leases Payable: Current	\$0	\$0
2270	Other Payables	\$1,126,920	\$1,026,544
	Current Liabilities Subtotal	\$13,931,334	\$72,215,627
Fund Equity			
2440	Nonspendable Fund Balance	\$1,042,556	\$1,099,478
2450	Restricted Fund Balance	\$1,091,648	\$1,161,855
2460	Committed Fund Balance	\$0	\$0
2490	Assigned Fund Balance	\$6,418,409	\$6,709,690
2530	Unassigned Fund Balance	\$16,600,660	\$20,214,412
	Fund Equity Subtotal	\$25,153,273	\$29,185,435

General Fund Balance Sheet Reconciliation

Total Revenues	\$80,968,808
Total Expenditures	\$76,936,646
Change	\$4,032,162
Ending Fund Equity	\$29,185,435
Beginning Fund Equity	\$25,153,273
Change	\$4,032,162



Balance Sheet: Modified Accrual



**2021
MS-45**

Long Term Debt

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
2013 General Obligation Bonds (General Capital Improvements)	\$8,695,000	\$852,000	3.00%-4.00%	2023	\$2,400,000	\$0	\$780,000	\$1,620,000
2018 General Obligation Bonds (Long Term Care Renovations)	\$2,611,300	\$366,080	5.10%	2028	\$2,080,000	\$0	\$260,000	\$1,820,000
2019 General Obligation (Fund Transition to a June 30 Fiscal Year End)	\$4,395,750	\$637,342	5.10%	2029	\$3,954,750	\$0	\$440,000	\$3,514,750
	\$15,702,050				\$8,434,750	\$0	\$1,480,000	\$6,954,750

ROCKINGHAM COUNTY CONVENTION



DELEGATION

*Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk*

EXECUTIVE COMMITTEE

*Kenneth L. Weyler, Chairman
Sherman A. Packard, Vice Chairman
David A. Welch, Clerk*

118 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370 (24 hours)

MINUTES

ROCKINGHAM COUNTY
EXECUTIVE COMMITTEE MEETING
Monday, December 28, 2020
Following the Convention Public Hearing
Held Remotely Due to COVID-19 Pandemic
and the Governor's Emergency Orders

The Rockingham County Executive Committee met on Monday, December 28, 2020, immediately following the Rockingham County Convention Public Hearing. The purpose of the meeting was to vote to recommend Union Contract Cost Items to the Rockingham County Convention at their meeting scheduled for 6:00 p.m.

Rep. Kenneth L. Weyler, Chairman, called the meeting to order at 5:21 p.m. Chairman Weyler read the following announcement:

Due to COVID-19 Concerns, pursuant to Executive Order 2020-4, declaring a State of Emergency, and Emergency Order #12, all emergency meetings will take place remotely by Audio Conference. Therefore, in-person attendance of the Members of the Rockingham County Convention is not occurring. Members participating remotely must identify if any other persons are present at the location from which the member is participating. Members participating remotely are deemed present at the meeting for purposes of voting. All votes will be taken by a roll call vote. The Chairman can waive a quorum, if necessary.

Chairman Weyler recognized Rep. David Welch, Clerk, to conduct the attendance roll call. Clerk Welch called the roll and reported a total of 19 members present. Chairman Weyler declared that a quorum was present and did not need to waive a quorum.

Those present were: Rep. Kenneth L. Weyler, Chairman; Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Katsakiores, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, and Welch.

JLW

Chairman Weyler gave the members a brief overview of the Union Contract Cost Items reviewed and discussed at the Public Hearing. Chairman Major asked if there were any further questions. He noted the importance of making certain in our own minds to recommend these cost items to the full Convention. He reiterated that the vote is for the cost items. He referred to the increases as out of our control such as health insurance and retirement system. He referred to the vacancies in the positions and the need to try to get people to work for the County and attract them to work here. He spoke briefly about the cost of agency staffing for the nursing home. He added that he hopes the members will support to make these recommendations to the full Convention.

Chairman Weyler called for questions. Chairman Weyler recognized Rep. Abrami who referred to a blind demand problem in the nursing home and questioned how the travel line was budgeted with relationship to the salaries for nurses and aids. Mr. Nickerson explained, referring to budget line item 51102. He noted that these items were budgeted for in the staff lines. He explained that all components are budgeted into the staff line, as well as over-time. Chairman Weyler recognized Rep. Abrami who commented that it appears there is flexibility. He referred to RN agencies and questioned he markup. Mr. Nickerson explained the maximum rate of \$20.00 per hour plus an additional \$8.20 in health, dental, and short-term disability. Rep. Abrami commented that he did not have an issue with the increase, noting that there is a lot of competition out there to recruit and retain staff. He commented that he agrees with Chairman Weyler that a salary survey would be beneficial to see where the County is compared to other organizations. He added that he will support this proposal.

Chairman Weyler asked for further questions. Chairman Weyler recognized Rep. Cali-Pitts who asked Mr. Nickerson if there is a provision in the contract to reach out to retired nurses. Mr. Nickerson responded that he was not aware of any provision for that. Rep. Cali-Pitts suggested the County reach out to retirees. Chairman Weyler spoke in favor of Rep. Cali-Pitts' suggestion, as well as Rep. Abrami.

Chairman Weyler called for further questions and recognized Rep. Pantelakos who commented that she is in favor of retaining the nurses at the Nursing Home vs. utilizing outside nursing staff.

Chairman Weyler called for further questions. There were none.

Chairman Weyler recognized Rep. Packard who made a motion to approve the cost items as proposed. Rep. Potucek seconded the motion. Chairman Weyler recognized Rep. Milz who questioned if the motions should be read aloud. Chairman Weyler recognized Ms. Hurley who confirmed that the motions be read aloud.

Chairman Weyler read the motions for the Union Contract Cost Items as follows:

Rockingham County Sheriffs Supervisors Cost Items for Union Contract 1/1/2021-6/30/2023

In accordance with RSA 273-A:3, I move that the Rockingham County Executive Committee recommend that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled "Sheriff's Supervisors –

Jan

Contract Cost Items 01-01-21 to 06-30-23” created by Finance. Cost items for two-and-a-half year contract ending 6/30/2023, gross dollar figure \$2,056,541.

Rockingham County Department of Engineering and Maintenance Cost Items for Union Contract 1/1/2021-6/30/2023

In accordance with RSA 273-A:3, I move that the Rockingham County Executive Committee recommend that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled “Department of Engineering and Maintenance Union Contract Cost Items for 01-01-2021 to 06-30-2023” prepared by Finance. Cost items for the two-and-a-half year contract ending 6/30/2023, gross dollar figure \$3,898,525.

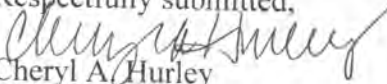
Rockingham County Rehabilitation and Nursing Center Cost Items for Union Contract 1/1/2021-6/30/2022

In accordance with RSA 273-A:3, I move that the Rockingham County Executive Committee recommend that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled “Rockingham County Rehabilitation and Nursing Center, State Employees’ Association of NH, Inc., SEIU Local 1984, Contract Cost Items 01/01/2021 to 06/30/2022” prepared by Finance. Cost items for the one-and-a-half year contract ending 6/30/2022, gross dollar figure \$17,974,335.

Chairman Weyler asked the members if they were in favor of doing one roll call vote for all three cost item motions. There were no objections. Chairman Weyler instructed Clerk Welch to conduct a roll call vote. Clerk Welch called the roll and reported the following: Yes – Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Katsakiores, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. No – none. The motion passes 19 to 0.

There being no further business, the meeting was adjourned at 5:43 p.m.

Respectfully submitted,


Cheryl A. Hurley

Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

ROCKINGHAM COUNTY CONVENTION



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Chairman Weyler asked for further questions. Chairman Weyler recognized Rep. Cali-Pitts who asked Mr. Nickerson if there is a provision in the contract to reach out to retired nurses. Mr. Nickerson responded that he was not aware of any provision for that. Rep. Cali-Pitts suggested the County reach out to retirees. Chairman Weyler spoke in favor of Rep. Cali-Pitts' suggestion, as well as Rep. Abrami.

Chairman Weyler called for further questions and recognized Rep. Pantelakos who commented that she is in favor of retaining the nurses at the Nursing Home vs. utilizing outside nursing staff.

Chairman Weyler called for further questions. There were none.

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Rockingham County Department of Engineering and Maintenance Cost Items for Union Contract 1/1/2021-6/30/2023

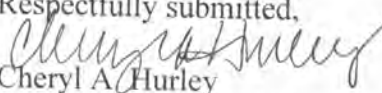
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Rockingham County Rehabilitation and Nursing Center Cost Items for Union Contract 1/1/2021-6/30/2022

In accordance with RSA 273-A:3, I move that the Rockingham County Executive Committee recommend that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled “Rockingham County Rehabilitation and Nursing Center, State Employees’ Association of NH, Inc., SEIU Local 1984, Contract Cost Items 01/01/2021 to 06/30/2022” prepared by Finance. Cost items for the one-and-a-half year contract ending 6/30/2022, gross dollar figure \$17,974,335.

Chairman Weyler asked the members if they were in favor of doing one roll call vote for all three cost item motions. There were no objections. Chairman Weyler instructed Clerk Welch to conduct a roll call vote. Clerk Welch called the roll and reported the following: Yes – Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Katsakiores, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. No – none. The motion passes 19 to 0.

There being no further business, the meeting was adjourned at 5:43 p.m.

Respectfully submitted,

Cheryl A. Hurley
Delegation Coordinator


Rep. David A. Welch, Clerk
Rockingham County Executive Committee

ROCKINGHAM COUNTY CONVENTION



DELEGATION

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MINUTES

ROCKINGHAM COUNTY

EXECUTIVE COMMITTEE MEETING

Friday, February 12, 2021
9:30 a.m.
Held Remotely by Audio/Video Conference

The Rockingham County Executive Committee met on Friday, February 12, 2021 at 9:31 a.m. by Audio/Video Conference due to the COVID-19 Pandemic and the Governor's Emergency and Executive Order relative to Emergency Meetings. The purpose of the meeting was to conduct the second quarter review).

Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m. Chairman Weyler read the following rules/guidelines: *Because of the COVID-19 State of Emergency, in-person attendance of the Executive Committee Members is not occurring. Members participating remotely must identify if any other persons present at the location from which the member is participating, and members participating remotely are deemed to be present at the meeting for the purposes of voting. All Votes will be taken by roll call.*

Chairman Weyler recognized Rep. David Welch, Clerk, to conduct the Attendance by Roll Call. Clerk Welch conducted the attendance roll call. Those present were: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Janigian, Major, Milz, Pantelakos, S. Pearson, Potucek, Sytek, Wallace, Welch, and Weyler. Also Present: Rep. Yokela. Excused: Reps. Griffin, Katsakiores, Packard, and Thomas.

Clerk Welch reported 16 members present. Chairman Weyler declared a quorum was present.

Chairman Weyler made a brief announcement for the new members to help guide them through the budget review process. Chairman Weyler suggested that if there is no objection, he would like to recommend that departmental budgets be approved in one roll call vote. He explained that if there is a recommended change to any department's proposal, a separate roll call vote will be taken on that department's budget. The departmental budget review and those departments with no

changes will be approved at the end of the departmental review section, again, in a single roll call vote.

Chairman Weyler recognized Rep. Tombarello who provided a brief overview of the budget for the second quarter review.

Chairman Weyler welcomed Brian Chirichiello as a new Commissioner as well as Kate Coyle and Jason Smith, the new Nursing Home Director, and Jason Henry, new Superintendent for the House of Corrections. Chairman Weyler congratulated Mr. Nickerson stating that he has captured all the monies coming into the County during the Pandemic.

Salary Subcommittee Report: Chairman Weyler recognized Rep. Potucek, Chairman of the Salary Subcommittee, who presented the FY 2021 Position List, for the second quarter ending 12/31/202, noting 568 approved position, 414 filled positions, and 154 unfilled positions. Rep. Potucek also presented the Pay and Classification Audit requested by the Human Resources Department and the Board of Commissioners, in a letter addressed to the County Delegation Office dated February 3, 2021. A discussion ensued regarding the need for the audit. Chairman Weyler recognized Rep. Pantelakos who made a motion to approve the Position List as presented, and the Pay and Classification Audit as presented. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none. Chairman Weyler requested the Clerk conduct a roll call vote on the Position List and the Pay and Classification Audit. Chairman Weyler clarified that the amount of the audit will cost \$49,750 and that it will be paid out of the Delegation Contingency line. Clerk Welch conducted the roll call and reported the following: Yes – Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Janigian, Major, Milz, Pantelakos, S Pearson, Potucek, Sytek, Wallace, Welch, and Weyler; No – None. Clerk Welch reported the following results: 16 yes; 0 no. Chairman Weyler declared that the motion passes.

Delegation Office - Chairman Weyler recognized Rep. Pantelakos who made a motion to approve the Delegation budget at \$58,143 at 18 percent expended. Rep. Milz seconded the motion.

Treasurer - Chairman Weyler recognized Rep. Milz who made a motion to approve the Treasurer's budget at \$6,082 at 32 percent expended. Rep. Potucek seconded the motion.

County Attorney - Chairman Weyler recognized Rep. Milz, in Rep. Thomas' absence, who made a motion to approve the County Attorney budget at \$1,981,319 at 53 percent expended. Rep. Janigian seconded the motion.

District Court - Chairman Weyler noted that the District Court budget is zero.

Medical Examiner - Chairman Weyler recognized Rep. Milz who made a motion to approve the Medical Examiner budget at \$40,298 at 65 percent expended. Rep. Potucek seconded the motion.

Sheriff's Department - Chairman Weyler recognized Rep. Milz, in Rep. Cali-Pitts' absence, who made a motion to approve the Sheriff's budget at \$3,442,233 at 52 percent expended.

Registry of Deeds – Chairman Weyler recognized Rep. Milz who made a motion to approve the Registry of Deeds budget at \$757,449 at 58 percent expended. Rep. Potucek seconded the motion.

Commissioner's Office – Chairman Weyler recognized Rep. Milz who made a motion to approve the Commissioner's Office budget at \$144,820 at 61 percent expended. Rep. Potucek seconded the motion.

General Government – Chairman Weyler recognized Rep. Milz who made a motion to approve the General Government budget at \$541,099 at 20 percent expended. Rep. Potucek seconded the motion.

Projects/Long-Range Planning – Chairman Weyler recognized Rep. Janigian who made a motion to approve the Projects budget at \$483,015 at 95 percent expended. Rep. Potucek seconded the motion.

Grants – Chairman Weyler noted that the Grants budget is zero.

Finance Office – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Finance Office budget at \$620,059 at 50 percent expended. Rep. Potucek seconded the motion.

Engineering/Maintenance – Chairman Weyler recognized Rep. Sytek who made a motion to approve the Engineering & Maintenance budget at \$2,236,254 at 46 percent expended. Rep. Edgar seconded the motion.

IT – Chairman Weyler recognized Rep. Edgar who made a motion to approve the IT budget at \$386,264 at 54 percent expended. Rep. S. Pearson seconded the motion.

Department of Corrections – Chairman Weyler recognized Rep. Wallace who made a motion to approve the Department of Corrections budget at \$5,768,561 at 48 percent expended. Rep. Milz seconded the motion.

Human Resources – Chairman Weyler recognized Rep. Milz who made a motion to approve the Human Resources budget at \$408,356 at 52 percent expended. Rep. Potucek seconded the motion.

STATUTORY ORGANIZATIONS:

Conservation District – Chairman Weyler recognized Rep. Gilman who made a motion to approve the Conservation District budget at \$45,000 at 50 percent expended. Rep. Potucek seconded the motion.

UNH Cooperative Extension – Chairman Weyler recognized Rep. Gilman who made a motion to approve the UNH Cooperative Extension budget at \$205,027 at 50 percent expended. Rep. Potucek seconded the motion.

Non-County Specials – Chairman Weyler recognized Rep. DiLorenzo who made a motion to approve the Non-County Specials budget at \$103,250 at 43 percent expended. Rep. Potucek seconded the motion.

Long-Term Care Services – Chairman Weyler recognized Rep. DeSimone who made a motion to approve the Long-Term Care Services budget at \$14,531,635 at 48 percent expended. Rep. Potucek seconded the motion.

Categorical Assistance – Chairman Weyler recognized Rep. S. Pearson who made a motion to approve the Categorical Assistance budget at \$9,597,543 at 48 percent expended.

Revenues – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Revenues budget at \$62,474,760 at 79 percent expended. Rep. Potucek seconded the motion.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Departmental Budget Review. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Janigian, Major, Milz, Pantelakos, S. Pearson, Poucek, Sytek, Wallace, Welch, and Weyler. Clerk Welch reported 16 yes, 0 no. Chairman Weyler declared the motion passes. This concluded the second quarter budget review.

Other Business:

Chairman Weyler recognized Rep. Yokela who requested to attend the meeting to discuss the vote that took place to elect Interim Officers and Interim Executive Committee Members at the County Convention Organization Meeting held on December 9, 2020. Rep. Yokela read the language in the Rockingham County Convention Proposed Meeting Format that was voted, as amended, to include the language, “until the Delegation can meet to vote by secret ballot vote.” He explained that the Convention adopted temporary Interim Officers and Interim Executive Committee Members that allows the Officers/Executive Committee Members to conduct County business until the County Convention can meet in person to vote by secret ballot.

Rep. Yokela explained that he was unaware at the time when the vote was taken, but then it later came to his attention, that there was a case in 2013, Tardif vs. Belknap County Convention, where a vote was taken by secret ballot. He stated that it seems to him that we have adopted rules that empowers our Officers and Executive Committee Members. He also referred the members to RSA 91-A. He explained that the County Convention needs to rectify this action by calling a meeting of the County Convention, as soon as possible, to vote to adopt permanent Officers/Executive Committee Members. He commented that the vote taken on 12/9/2020 was based on incorrect information.

Rep. Yokela explained that he brought this to the attention of the County Convention back in January, and it seemed like there was confusion surrounding what his concern was, and explained that is why he is bringing this matter to the attention of the Executive Committee Members.

Chairman Weyler asked Rep. Yokela if he received the statutes that he sent to him (RSA 24:9-a, RSA 24:2, RSA 91-A:2, and RSA 661:9). Chairman Weyler referred to the language in RSA 91-A:2, II, "no vote while in open session may be taken by secret ballot."

Chairman Weyler and Rep. Major suggested that the Executive Committee could accept the motion to approve the Officers and Executive Committee Members elected on December 9, 2020, as a "regular" vote or a "legitimate" vote rather than calling a Full Convention Meeting.

Chairman Weyler recognized Rep. Welch, Clerk, who referred Rep. Yokela to page 33 of the County Convention Handbook which refers to the County Convention's past practice of the secret ballot vote. Rep. Yokela explained that he disagrees with the process outlined in the Handbook, and that the County Convention needs to comply with RSA 91-A. Clerk Welch stated that the Belknap County case as a different matter. Rep. Yokela stated that he believes the County Convention needs a "ruling" on the current ruling of the law. He referred to the situation as an "open session of an elected body" under RSA 91-A.

Chairman Weyler recognized Rep. Pantelakos who questioned if the County Convention is doing business differently due to the Pandemic. Chairman Weyler responded yes. Rep. Yokela replied that the Governor did not waive the situation being discussed.

Chairman Weyler asked Rep. Yokela if he thinks the Interim Officers and Interim Executive Committee Members are not legitimately elected. Rep. Yokela responded that he does not know if the powers are legitimate.

Chairman Weyler recognized Rep. Major who explained that the County Convention's Attorney advised us on how to proceed. The Members of the County Convention agreed to the format, and that is the procedure we followed. He explained that when we can call the County Convention together to meet in person, we can vote the permanent positions.

Chairman Weyler recognized Rep. Milz who stated that we are arguing about the same thing. The County Convention did not use a secret ballot; therefore, according to RSA 91-A, we did not do anything wrong, yet.

Chairman Weyler recognized Rep. S. Pearson who asked how long the County Convention has been voting this way. Chairman Weyler responded about 35 years. Rep. Pearson stated that 91-A has been around for a long time and this hasn't been an issue until now. Clerk Welch noted that the County Convention has been doing business this way since 1951. Rep. Pearson asked if the County Convention could adopt their own method. Chairman Weyler responded that the towns would also apply to the Counties and that the County Convention is a subdivision of the state.

Chairman Weyler recognized Rep. Major who stated that he will bring the discussion back to the County Convention's Attorney.

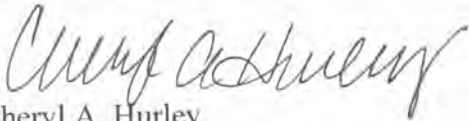
Chairman Weyler recognized Rep. Yokela who asked that he be updated on the situation.

Chairman Weyler recognized Rep. S. Pearson who wanted to know what the plans were for visitation at the Nursing Home. Jason Smith, Nursing Home Director, provided an update on the current situation in the Nursing Home with regards to Covid-19 cases and testing. He explained that he anticipates that the Nursing Home may open soon for visitation. He explained that the Nursing Home follows the guidelines from the State of NH DHHS and the CDC.

Rep. Cali-Pitts introduced and welcomed Deputy Police Chief Sawyer who has joined the Sheriff's Department.

Chairman Weyler recognized Rep. Milz who made a motion to adjourn. Rep. S. Pearson seconded the motion. There being no further business to come before the members, the meeting was adjourned at 10:38 a.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Kenneth L. Weyler, Chairman
Sherman A. Packard, Vice Chairman
David A. Welch, Clerk

118 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
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MINUTES

ROCKINGHAM COUNTY

EXECUTIVE COMMITTEE MEETING

Friday, May 7, 2021
9:30 a.m.
Held Remotely by Audio/Video Conference

The Rockingham County Executive Committee met on Friday, May 7, 2021 at 9:30 a.m. by Audio/Video Conference due to the COVID-19 Pandemic and the Governor's Emergency and Executive Order relative to Emergency Meetings. The purpose of the meeting was to conduct the third quarter budget review.

Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m. Chairman Weyler read the following rules/guidelines: *Because of the COVID-19 State of Emergency, in-person attendance of the Executive Committee Members is not occurring. Members participating remotely must identify if any other persons present at the location from which the member is participating, and members participating remotely are deemed to be present at the meeting for the purposes of voting. All Votes will be taken by roll call.*

Chairman Weyler recognized Rep. David Welch, Clerk, to conduct the Attendance by Roll Call. Clerk Welch conducted the attendance roll call. Those present were: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas Wallace, Welch, and Weyler. Excused: Rep. P. Katsakiores.

Clerk Welch reported 19 members present. Chairman Weyler declared a quorum was present.

Chairman Weyler made a brief announcement for the new members to help guide them through the budget review process. Chairman Weyler suggested that if there is no objection, he would like to recommend that departmental budgets be approved in one roll call vote. He explained that if there is a recommended change to any department's proposal, a separate roll call vote will be taken on that department's budget. The departmental budget review and those departments with no changes will be approved at the end of the departmental review section, again, in a single roll call vote.

Salary Subcommittee Report: Chairman Weyler recognized Rep. Potucek, Chairman of the Salary Subcommittee, who made a motion to approve the Employee Position List, Pay Plan, and acceptance of a new position in the County Attorney's Office. Rep. Milz seconded the motion. Chairman Weyler called for questions. There were none. Chairman Weyler requested the Clerk conduct a roll call vote. Clerk Welch conducted the roll call and reported the following: Yes – Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S Pearson, Potucek, Sytek, Thomas Wallace, Welch, and Weyler; No – None. Clerk Welch reported the following results: 19 yes; 0 no. Chairman Weyler declared that the motion passes.

Delegation Office - Chairman Weyler recognized Rep. Pantelakos who made a motion to approve the Delegation budget at \$96,146 at 30 percent expended. Rep. Milz seconded the motion. Chairman Weyler called for questions. There were none.

Treasurer - Chairman Weyler recognized Rep. Milz who made a motion to approve the Treasurer's budget at \$10,057 at 53 percent expended. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

County Attorney - Chairman Weyler recognized Rep. Thomas who made a motion to approve the County Attorney's budget at \$2,701,168 at 72 percent expended. Rep. Milz seconded the motion. Chairman Weyler called for questions. There were none.

District Court - Chairman Weyler noted that the District Court budget is zero. Chairman Weyler called for questions. There were none.

Medical Examiner - Chairman Weyler recognized Rep. Thomas who made a motion to approve the Medical Examiner budget at \$60,265 at 97 percent expended. Rep. Milz seconded the motion.

Sheriff's Department - Chairman Weyler recognized Rep. Rep. Cali-Pitts who made a motion to approve the Sheriff's budget at \$4,626,702 at 70 percent expended. Chairman Weyler called for questions. There were none.

Registry of Deeds – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Registry of Deeds budget at \$953,162 at 73 percent expended. Rep. Griffin seconded the motion. Chairman Weyler called for questions. There were none.

Commissioner's Office – Chairman Weyler recognized Rep. Milz who made a motion to approve the Commissioner's Office budget at \$180,741 at 76 percent expended. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

General Government – Chairman Weyler recognized Rep. Milz who made a motion to approve the General Government budget at \$1,616,215 at 61 percent expended. Rep. Thomas seconded the motion. Chairman Weyler called for questions. There were none.

Projects/Long-Range Planning – Chairman Weyler recognized Rep. Janigian who made a motion to approve the Projects budget at \$483,015 at 95 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Grants – Chairman Weyler noted that the Grants budget is zero.

Finance Office – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Finance Office budget at \$872,210 at 71 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Engineering/Maintenance – Chairman Weyler recognized Rep. Sytek who made a motion to approve the Engineering & Maintenance budget at \$3,194,614 at 66 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

IT – Chairman Weyler recognized Rep. Edgar who made a motion to approve the IT budget at \$502,134 at 71 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Department of Corrections – Chairman Weyler recognized Rep. Wallace who made a motion to approve the Department of Corrections budget at \$7,837,468 at 66 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Human Resources – Chairman Weyler recognized Rep. Milz who made a motion to approve the Human Resources budget at \$543,617 at 69 percent expended. Rep. Pantelakos seconded the motion.

STATUTORY ORGANIZATIONS:

Conservation District – Chairman Weyler recognized Rep. Gilman who made a motion to approve the Conservation District budget at \$67,500 at 75 percent expended. Rep. Pantelakos seconded the motion.

UNH Cooperative Extension – Chairman Weyler recognized Rep. Gilman who made a motion to approve the UNH Cooperative Extension budget at \$307,540 at 75 percent expended. Rep. Pantelakos seconded the motion.

Non-County Specials – Chairman Weyler recognized Rep. DiLorenzo who made a motion to approve the Non-County Specials budget at \$159,750 at 67 percent expended. Rep. Pantelakos seconded the motion.

Long-Term Care Services – Chairman Weyler recognized Rep. DeSimone who made a motion to approve the Long-Term Care Services budget at \$18,931,510 at 63 percent expended. Rep. Potucek seconded the motion.

Categorical Assistance – Chairman Weyler recognized Rep. S. Pearson who made a motion to approve the Categorical Assistance budget at \$14,562,886 at 73 percent expended. Rep. Pantelakos seconded the motion.

Revenues – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Revenues budget at \$67,620,819 at 85 percent expended. Rep. Potucek seconded the motion.

Chairman Weyler commented referring to appropriations not being spent but that he anticipates that there will be an increase in next year's budget. He referred to the Long-Term Care County Cap and noted that County Nursing Homes are not filling up due to the pandemic and lack of staff. He also referred to unspent monies in the Contingency Fund. Chairman Weyler recognized Rep. DeSimone who provided an update on the Nursing Home census and programs in place to recruit and retain staff. She noted that the Long-Term Care Director is looking to level fund the departmental budget. If things continue to remain the same, a 1.5 percent increase is anticipated to maintain good care for the residents in the Nursing Home. Chairman Weyler recognized Rep. Cali-Pitts who commented on the numbers being artificial. Rep. DeSimone disagreed noting that the numbers are not artificial. She explained that the numbers are down in the Nursing Home because the Nursing Home refused patients from hospitals due to Covid. She noted that the director and staff are very proactive in keeping all patients and staff healthy. She also explained that the Nursing Home cannot keep patients in the facility without the proper amount of staff to care for them. Chairman Weyler asked the Commissioners if they are quoting a lapse that would exceed previous years' that could save on next year's budget. Commisisoner Tombarello provided an update on Covid. He explained that he anticipates that the Nursing Home will be opening its doors and is going to fill its beds. He urged the members to not reduce the budget.

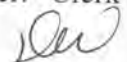
Total Revenues

Chairman Weyler recognized Rep. Abrami who made a motion to approve Total Revenues at \$67,620,819 at 85 percent expended. Rep. Cali-Pitts seconded the motion. Chairman Weyler called for questions. There were none.

Grand Total Appropriations

Chairman Weyler recognized Rep. Abrami who made a motion to approve Total Appropriations at \$57,706,700 at 67 percent expended. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Departmental Budget Review. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 19 yes, 0 no. Chairman Weyler declared the motion passes.



Line Item Transfer Requests:

County Attorney's Office – Transfer from 13100000-53900, Conference and Training \$5,000, to line 13101000-53903 Medical Examiner Travel \$2,500, to line 13101000-54403 Medical Examiner Funeral Transport \$2,500;

From line 13100000-53903 Travel \$7,500, from line 54101 Expense of Prosecution \$11,000, transfer to 13101000-54401 Medical Examiner Views \$18,500.

Comments/Explanation: It is virtually impossible to anticipate the number of deaths that will occur each year. It is requested to transfer money from the Conference and Training line to both the Medical Examiner Travel and Medical Examiner Funeral Transport lines. As well as transfer money from the travel line and the Expense of Prosecution line to the Medical Examiner Views.

Rep. Thomas made a motion to approve the line item transfer request as proposed. Rep. Pantelakos seconded the motion. Attorney Conway provided an explanation. Chairman Weyler called for questions. There were none.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the County Attorney's Line Item Transfer. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 19 yes, 0 no. Chairman Weyler declared the motion passes.

Sheriff's Department - Transfer from line 15100000-52103 Sheriff Retirement Expense \$14,750 to line 15100000-52100 Sheriff Social Security \$14,750.

Comments/Explanation: Sheriff's Office Social Security expense through the 4/15/21 payroll is over expended by \$1,203.71. We anticipate a need of \$14,750 to fund remaining expenses through 6/30/21.

Rep. Cali-Pitts made a motion to approve the line item transfer request as proposed. Rep. Wallace seconded the motion. Chairman Weyler called for questions. There were none.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Sheriff's Department Line Item Transfer. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 19 yes, 0 no. Chairman Weyler declared the motion passes.

Department of Corrections – From line 51301 Department of Corrections Union Staff \$34,000 to line 51002 Staff \$34,000.

Comments/Explanation: Transfer from Department of Corrections Union Staff to Staff to cover the non-budgeted, transitional training from one Superintendent to another.

Rep. Wallace made a motion to approve the transfer request as proposed. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Department of Corrections Line Item Transfer. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 19 yes, 0 no. Chairman Weyler declared the motion passes.

Commissioner's Office - Transfer from line 10300000-58300 Legal \$25,000 to line 10300000-58302 Labor Relations \$25,000.

Comments/Explanation: Labor relation expenses were higher than normal due to contract renewals.

Rep. Milz made a motion to approve the line item transfer request as presented. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the County Attorney's Line Item Transfer. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Edgar, Gilman, Griffin, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 19 yes, 0 no. Chairman Weyler declared the motion passes.

Chairman Weyler referred the members to the Internal Service Funds for their information and review. Chairman Weyler called for questions. There were none.

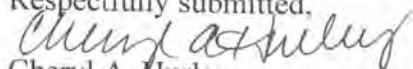
Chairman Weyler noted that the subcommittee assignments list and schedule have been published. He stated that all meetings will be held remotely.

Chairman Weyler commented on the great attendance of the members and is looking forward to working with everyone. Also, he commended the staff noting that Rockingham County is the best County in the State.

Chairman Weyler recognized Rep. S. Pearson who had a question about the Categorical Assistance list by town, questioning why East Hampstead and Newton Junction are separated. Chairman Weyler explained referring to separate zip codes and separate post office boxes. Mr. Nickerson, Finance Director, also explained.

There being no further business to come before the members, Chairman Weyler recognized Rep. Milz who made a motion to adjourn. Rep. Potucek seconded the motion. The motion was approved by a voice vote. The meeting was adjourned at 10:31 a.m.

Respectfully submitted,


Cheryl A. Hurley
Delegation Coordinator


Rep. David A. Welch, Clerk

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Kenneth L. Weyler, Chairman
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-MINUTES

ROCKINGHAM COUNTY

EXECUTIVE COMMITTEE MEETING

Friday, May 28, 2021
9:30 a.m.
Held Remotely by Audio/Video Conference

The Rockingham County Executive Committee met on Friday, May 28, 2021 at 9:30 a.m. by Audio/Video Conference due to the COVID-19 Pandemic and the Governor's Emergency and Executive Order relative to Emergency Meetings. The purpose of the meeting was for Subcommittee Chairs to report Subcommittee recommendations in preparation for the adoption of the FY-2022 County Budget.

Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m. Chairman Weyler read the following rules/guidelines: *Because of the COVID-19 State of Emergency, in-person attendance of the Executive Committee Members is not occurring. Members participating remotely must identify if any other persons present at the location from which the member is participating, and members participating remotely are deemed to be present at the meeting for the purposes of voting. All Votes will be taken by roll call.*

Chairman Weyler recognized Rep. David Welch, Clerk, who conducted the Attendance by Roll Call. Clerk Welch called the roll and the following members were present: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Gilman, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas Wallace, Welch, and Weyler. Excused: Reps. Edgar, Griffin, P. Katsakiores.

Clerk Welch reported a total of 17 members present. Chairman Weyler declared that a quorum was present.

Chairman Weyler made a brief announcement to help guide the members through the budget review process. Chairman Weyler suggested that, if there is no objection, subcommittee recommendations of departmental budgets be approved in one roll call vote. He explained that if

there is a recommended change to any department's proposal, a separate roll call vote will be taken on that department's budget. The departmental budget review and those departments with no changes will be approved at the end of the departmental review section, again, in a single roll call vote.

Salary Subcommittee Report: Chairman Weyler recognized Rep. Potucek, Chairman of the Salary Subcommittee, who made a motion to approve the Rockingham County Salary Subcommittee Proposal of \$1,478,694. Rep. Pantelakos seconded the motion. Chairman Weyler recognized Rep. Cali-Pitts who questioned if the position listing includes funding the 151 unfilled positions. Chairman Weyler recognized Rep. Potucek who deferred to Mr. Nickerson who responded yes, except for Corrections Officers and nursing LNA positions, as well as nursing per-diem staff. Commissioner Chirichiello updated the members on the staffing situation and the filling of positions. Rep. Cali-Pitts questioned the cell blocks closed at the Jail. Mr. Nickerson explained that two cell blocks are closed and noted that there are Correctional Officers' positions that are not filled. He noted that some positions are unfunded, and there are increased dollars budgeted in the overtime line. Superintendent Henry further explained noting that he does not anticipate opening any of the closed wings.

Chairman Weyler recognized Mr. Nickerson who informed the members about the recent vote of the Board of Commissioners to address a wage adjustment for an individual related to the PayPoint HR Study. He explained that the adjustment is not included in the subcommittee's proposed amount and provided the revised amount of \$2,897, for an overall total to the Salary Summary of \$1,481,591. Chairman Weyler recognized Rep. Potucek who withdrew his motion. Rep. Potucek made a motion to approve the amount of \$1,481,591. Rep. Pantelakos seconded the motion. Chairman Weyler called for further questions. There were none.

Roll Call: Chairman Weyler requested the Clerk conduct a roll call vote. Clerk Welch conducted the roll call and reported the following: Yes – Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Gilman, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas Wallace, Welch, and Weyler; No – None. Clerk Welch reported the following results: 17 yes; 0 no. Chairman Weyler declared that the motion passes.

Delegation Office - Chairman Weyler recognized Rep. Pantelakos who made a motion to approve the Delegation budget at \$327,923 at 1.0 percent. Rep. Milz seconded the motion. Chairman Weyler called for questions. There were none.

Treasurer - Chairman Weyler recognized Rep. Milz who made a motion to approve the Treasurer's budget at \$19,037 at 0.9 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

County Attorney - Chairman Weyler recognized Rep. Thomas who made a motion to approve the County Attorney's budget at \$4,053,265 at 8.2 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

District Court - Chairman Weyler recognized Rep. Thomas who made a motion to approve \$17.00 at 0.0 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Medical Examiner - Chairman Weyler recognized Rep. Thomas who made a motion to approve the Medical Examiner budget at \$89,004 at 43.3 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Sheriff's Department - Chairman Weyler recognized Rep. Rep. Cali-Pitts who made a motion to approve the Sheriff's budget at \$6,977,826 at 6.8 percent. Rep. Pantelakos seconded the motion. Chairman Weyler recognized Rep. Cali-Pitts who added a correction to the Sheriff's Subcommittee Report to say, "the Chair asked the Sheriff for a presentation." Chairman Weyler called for questions. There were none.

Registry of Deeds - Chairman Weyler recognized Rep. Abrami who made a motion to approve the revised Registry of Deeds budget as noted by Mr. Nickerson at \$1,334,289 at 9.3 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the newly revised amount for the Registry of Deeds. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Gilman Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 17 yes, 0 no. Chairman Weyler declared the motion passes.

Commissioner's Office - Chairman Weyler recognized Rep. Milz who made a motion to approve the Commissioner's Office budget at \$231,991 at -2.0 percent. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

General Government - Chairman Weyler recognized Rep. Milz who announced that there is a revised figure which is a reduction of \$7,000 in the General Government budget from the subcommittee proposal due to a change in property taxes in Brentwood. Rep. Milz made a motion to approve the General Government budget at \$2,579,414. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the revised General Government budget. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Gilman Janigian, Major, Milz, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 16 yes, 0 no. Chairman Weyler declared the motion passes.

Projects/Long-Range Planning - Chairman Weyler recognized Rep. Janigian who made a motion to approve the Projects budget at \$500,000 at -1.6 percent. Rep. Wallace seconded the motion. Chairman Weyler called for questions. There were none.

Grants - Chairman Weyler recognized Rep. Milz who made a motion to approve the Grants budget at \$25,000 at 0.0 percent. Rep. Pantelakos seconded the motion. Rep. Cali-Pitts wanted

to know where the stimulus money was in the budget. An explanation was provided by Mr. Nickerson and a lengthy discussion ensued regarding APRA monies available to the County.

Finance Office – Chairman Weyler recognized Rep. Abrami who made a motion to approve the Finance Office budget at \$1,331,473 at 10.5 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Engineering/Maintenance – Chairman Weyler recognized Rep. Sytek who made a motion to approve the Engineering & Maintenance budget at \$4,632,404 at -1.3 percent. Rep. Wallace seconded the motion. Chairman Weyler called for questions. There were none.

IT – Chairman Weyler recognized Rep. Milz who made a motion to approve the IT budget at \$748,660 at 6.1 percent expended. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Department of Corrections – Chairman Weyler recognized Rep. Wallace who made a motion to approve the Department of Corrections budget at \$12,377,928 at 3.6 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Human Resources – Chairman Weyler recognized Rep. Milz who made a motion to approve the Human Resources budget at \$891,436 at 12.9 percent. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

STATUTORY ORGANIZATIONS:

Conservation District – Chairman Weyler recognized Rep. Milz who made a motion to approve the Conservation District budget at \$90,000 at 0.0 percent. Rep. Wallace seconded the motion. Chairman Weyler called for questions. There were none.

UNH Cooperative Extension – Chairman Weyler recognized Rep. Milz who made a motion to approve the UNH Cooperative Extension budget at \$414,973 at 1.2 percent. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

Non-County Specials – Chairman Weyler recognized Rep. DiLorenzo who made a motion to approve the Non-County Specials budget at \$250,500 at 4.4 percent. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none.

Long-Term Care Services – Chairman Weyler recognized Rep. DeSimone who made a motion to approve the Long-Term Care Services budget at \$30,641,559 at 2.2 percent. Rep. Pantelakos seconded the motion. Chairman Weyler called for questions. There were none.

Categorical Assistance – Chairman Weyler recognized Rep. S. Pearson who made a motion to approve the Categorical Assistance budget at \$20,120,405 at 0.7 percent. Rep. Thomas seconded the motion. Chairman Weyler called for questions. There were none.

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Revenues – Chairman Weyler recognized Rep. Abrami who explained the subcommittee recommendations noting that the amount recommended will be different due to the property tax adjustment. Mr. Nickerson explained. Mr. Nickerson provided the revised amount of \$49,791,743 and an overall new Total Revenue amount of \$81,215,695. Rep. Abrami made a motion to approve the revenue amounts as stated by Mr. Nickerson. Rep. Wallace seconded the motion. Chairman Weyler called for questions. There were none.

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the new bottom line for Revenues. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Gilman Janigian, Major, Milz, Pantelakos, Packard S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 14 yes, 0 no. Chairman Weyler declared the motion passes.

Departmental Budget Review:

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Departmental Budgets as recommended by the Subcommittees, except for the Salary, Registry of Deeds, and General Government. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Janigian, Major, Milz, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 15 yes, 0 no. Chairman Weyler declared the motion passes.

FY-2022 Projects List – Chairman Weyler recognized Rep. Janigian, Chairman of Long-Range Planning, who made a motion to approve the FY-2022 Projects List for Capital Improvements attached to the Long-Range Planning Subcommittee Report. Rep. S. Pearson seconded the motion. Chairman Weyler called for questions. There were none.

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the FY-2022 Project List. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 16 yes, 0 no. Chairman Weyler declared the motion passes.

Proposed Resolutions – Chairman Weyler recognized Rep. Potucek who made a motion to approve the Proposed Resolutions as submitted. Rep. Sytek seconded the motion. Chairman Weyler recognized Rep. Major who referred to a revision to Resolution 10. Resolution 10 was updated, and a roll call vote was taken on the Resolutions and Resolution 10, revised, as follows:

**ROCKINGHAM COUNTY DELEGATION
PROPOSED RESOLUTIONS
FISCAL YEAR 2022 (07/01/21-06/30/22)**

RESOLUTION 1 – 2022

Be it resolved that the Rockingham County Convention accept the position listing as presented with the total number of authorized positions for Fiscal Year 2022 being 575 and that there will be no new positions created nor will there be any re-grading of positions or increase in the number of positions, other than those budgeted, without approval of the Executive Committee.

It is understood that the Executive Committee need not approve any personnel change proposed by the County that results in placing the authorized position in the same or lower grade. Further, that the County must notify the Executive Committee at each quarterly meeting of any changes that may have been processed in order to provide an update to the accepted position listing.

In addition, it is understood that part-time employment pools are approved in the Nursing Home, Department of Corrections, Sheriff's Office, Engineering and Maintenance, Human Resources, County Attorney's Office and Finance and that the pools be used for on-call coverage when necessary. In no case will any on-call employee be eligible for any benefit or permanent employment status. This does not preclude any department from obtaining temporary help from outside vendors to cover employment leave.

RESOLUTION 2 – 2022

Be it resolved that the Rockingham County Convention, upon the recommendation of the Executive Committee, recommend \$159,296 for a 2.50 percent gross increase or non-discretionary bonus for those employees who are on the pay plan, due on the anniversary date for employees who have a satisfactory evaluation.

In order for the County to remain competitive with its non-union pay plan, the maximum rates of pay for each pay grade shall be adjusted every July, based upon the average of the last ten years' CPI-U (Consumer Price Index for All Urban Consumers) for the Northeast (Boston) region, as published by the Bureau of Labor Statistics (BLS) for January of the calendar year.

Furthermore, the mileage reimbursement rate continues to mirror the Federal rate for 2021 and 2022.



RESOLUTION 3 – 2022

All of the policies of the County personnel system shall apply to the Rockingham Delegation employee(s) with the understanding that all references for necessary actions, approvals or exceptions in reference to Delegation employee(s) reside with the Officers of the Delegation in lieu of the Commissioners. Authorization requires the majority of the 5 officers. The officers include the Chairmen of the Delegation and Executive Committee, the Vice-Chairmen of the Delegation and Executive Committee and the Delegation Clerk.

It is further agreed that all references for any “O/DD” actions, approvals or exceptions resides with the Chairman of the Delegation and Chairman of the Executive Committee in lieu of the “O/DD”. Finally, any policies deemed appropriate and not specified or covered under the personnel system may be adopted by the Officers of the Delegation. An appeal from the decision of the 5 officers may be made to the Executive Committee.

RESOLUTION 4 - 2022

I move that \$53,593 be appropriated for salary payments for the Delegation Coordinator, which includes a 2.5 percent increase in 2022, with flex hours and benefits based on 35 hours per week.

RESOLUTION– 4A - 2022

The Delegation Coordinator, as described in RSA 24:12-a, shall be paid a salary as described in Resolution 4-2022, and will not be required to participate in the County’s Kronos time and attendance system. The schedule for the position is flexible, and the employee will work a schedule to be determined and monitored by the Chairmen of the Convention and the Executive Committee to fulfill the needs of the Officers, Executive Committee, Subcommittees, and legislative delegation. It is understood that not all duties performed for this position are accomplished within the confines of the County complex, and often requires work be completed before and after regular business hours.

RESOLUTION 5 – 2022

Be it resolved that the Rockingham County Convention approve the following benefits as described below and approval of all benefits as outlined in the Fiscal Year 2022 summary of salary and benefits for those employees listed in the position listing, other than the union eligible. The Delegation Coordinator will receive benefits in accordance with personnel policies adopted for this position. There are three plans proposed in Fiscal Year 2022 including an Open Access Plan (OAP) with 10% Coinsurance, and two High Deductible Health Plans (HDHP’s) with different deductibles and out-of-pocket maximums. This will be the seventh year that the County has had a High Deductible Health Plan. It provides for a County funded annual Health Savings Account (HSA) contribution of \$1,750 for a single plan and \$3,500 for a 2-Person or Family plan.

Resolution 5-2022 (continued)

COUNTY CONTRIBUTION % (FULL-TIME EMPLOYEES)

Health Benefits (Self Insured)

Membership County Share of Cost on All Plans

Single 80%

2-Person 80%

Family 80%

Part-time employees contribute on a pro-rated basis.

Dental Benefits

Full-Time - 75% of premium

Part-Time - Pro-rated basis

Workers Compensation and Unemployment

Workers' Compensation is funded at 50% of the assigned risk rate per the recommendation of the Executive Committee, as significant reserves exist in the Workers' Compensation Fund. Unemployment funding recommended at \$50.00 per position in 2022.

Short-Term Disability

Short-Term Disability, a benefit adopted in 2000, is an accident and illness benefit, and is funded for a 26-week duration (24-week maximum paid benefit).

Full-Time – 100%

Part-Time – Pro-rated basis

Longevity

The Longevity benefit is as follows:

Years

5-9	\$150
10-14	\$300
15-19	\$450
20-24	\$750
25-29	\$1,000
30-39	\$1,250
40 or greater	\$1,500

Jan

Resolution 5-2022 (continued)

Dependent Care Flexible Spending Account

The Dependent Care flexible spending account is a benefit adopted in 2000 that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2021 calendar year limit is \$5,000.

Health Care Flexible Spending Account

Health Care Flexible Spending Account is an employee-funded benefit that will save the County Social Security and Medicare, if applicable, for every salary dollar that the employee puts into the account. The 2021 calendar year limit is \$2,750.

RESOLUTION 6 – 2022

Whereas: The County Convention has the power to raise county taxes and to make appropriations for the use of the county; and

Whereas: The County Commissioners are responsible for the day to day operation of the county; and

Whereas: The Executive Committee of the County has the authority to review the expenditures of the county after the adoption of the County budget; and

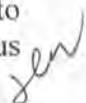
Whereas: From time to time it may be necessary to transfer funds appropriated for one purpose to augment appropriations for another; and

Whereas: The Commissioners and the Delegation are partners in oversight of the County budget;

Therefore be it Resolved: That pursuant to RSA 24:13-c,VI, the County Convention, hereby authorize a line item budget that the County Commissioners obtain prior written approval from the Executive Committee before transferring to or from any line once the aggregate over-expenditure in any line item reaches \$5,000. The County Commissioners are required to identify the line items whose appropriations will be reduced to cover the over-expenditure and obtain written approval from the Executive Committee before transferring to or from any line item. In any event, no department shall over-spend their department's bottom line, nor shall they split expenditures among budget lines in order to avoid a line item transfer without the Executive Committee's approval.

RESOLUTION 7 – 2022

The Finance Office has the authority to make periodic transfers from appropriate budget lines to insure that the health, buyout, and compensated absences benefit lines properly reflect the status of the accounts during the year.



RESOLUTION 8 – 2022

All amounts appropriated for the Non-County Specials and the Rockingham County Conservation District to be paid on a quarterly basis subject to the approval of the majority of the Board of County Commissioners. Such amounts shall be paid as appropriated unless changes are discussed and approved at Executive Committee Meetings.

Further, all agencies are required to submit a quarterly financial review describing activities for the prior quarter and their relationship to County funds distributed. These reports shall be submitted to the Rockingham County Finance Office prior to any distribution of subsequent quarterly payments.

RESOLUTION 9 – 2022

Be it resolved that County audits under RSA 24:13, 28:3-a, 24:14, and 24:26, shall not be conducted nor expenditure for such authorized without the prior approval of the Executive Committee.

RESOLUTION 10 – 2022

That the Rockingham County Convention, in accordance with RSA 24:13, authorize **\$87,637,104** in appropriations and \$ _____ in encumbrances (encumbrances to be reported at the 6/23/21 meeting) for the use of the County during Fiscal Year 2022. That **\$49,791,743** be raised in new county taxes; that **\$31,423,952** be accepted as an estimate of revenues from other sources, and that **\$6,419,409** is accepted as fund balance for a total of **\$87,637,104** in resources.

RESOLUTION 11 - 2022

Be it resolved that the departmental budget requests be included with the Commissioners recommended budget proposals.

RESOLUTION 12 – 2022

As the appropriating authority of county government, the Rockingham County Convention must have the tools available to monitor the spending that it has approved. In accordance with RSA 28:3-a, 24:13, 24:14, and 24:26 ALL audits must be approved by the Executive Committee of the County Convention. The Convention must be represented at both the preliminary and final meetings with the auditor, and the Executive Committee must receive a sufficient number of copies of the final report.

RESOLUTION 13 - 2022

Submission deadline for all requests for approval for the Rockingham County Convention and/or Executive Committee must be submitted to the Delegation Coordinator at least 5 business days before the meeting.

RESOLUTION 14 - 2022

No bill may be paid from the Delegation budget by the Treasurer that is not authorized by the Delegation Chairman or his/her designee.

RESOLUTION 15 - 2022

The Finance Office has the authority to make one fourth quarter transfer between two Categorical Assistance budget lines, Intermediate Nursing Care and Home and Community Based Care, to insure that the lines properly reflect the status of the accounts at the end of the year. If a transfer is needed to both of these Categorical Assistance budget lines, then the process referred to in Resolution 6-2022 and pursuant to RSA 24:13-c, VI, shall be followed.

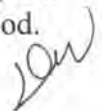
RESOLUTION 16 - 2022

If one of the health plans proposed for the 2022 Fiscal Year (ending June 30, 2022) includes a High Deductible Health Plan (HDHP), County-funded Health Savings Account (HSA) contributions equal to or less than those approved for Fiscal Year 2021 will be permitted to be made on behalf of HDHP participants in July 2022. This will assist benefit eligible employees with their benefit selections during annual open enrollment.

RESOLUTION 17 - 2022

By the action of approving this budget, the County Convention hereby appropriates the monies shown line by line item of the Fiscal Year 2022 budget, which includes a Contingency line in the Delegation budget that will require approval from the Executive Committee prior to any expenditure or transfer made from the Contingency line item.

These resolutions are supporting and backup information to the Fiscal Year 2022 Rockingham County Budget and are an integral part of said budget for the 07/01/21 to 06/30/22 fiscal period.



Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Resolutions, including Resolution 10, as amended. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 16 yes, 0 no. Chairman Weyler declared the motion passes.

Chairman Weyler recognized Rep. Cali-Pitts who requested the new amount in taxes. Mr. Nickerson provided the percentage amount of 2.66 percent.

Union Contract Cost Items – Chairman Weyler read the Union Contract Cost Items.

A motion was made by Rep. S. Pearson to approve the Contract Cost Items as proposed. Rep. Potucek seconded the motion. Chairman Weyler called for questions. There were none. The Contract Cost Items Motion is as follows:

MOTIONS FOR UNION CONTRACT COST ITEMS

Rockingham County Corrections Officers Cost Items for Union Contract 7/1/2021-6/30/2024

In accordance with RSA 273-A:3, I move that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled “Correctional Officers – Contract Cost Items 07-01-21 to 06-30-24” created by Finance. Cost items for the three-year contract ending 6/30/2024, gross dollar figure \$15,530,937.

Rockingham County Legal Assistants I, II and Paralegals Cost Items for Union Contract 7/1/2021-6/30/2024

In accordance with RSA 273-A:3, I move that the Rockingham County Convention approve the cost items ratified by the Union and Board of Commissioners reflected in the document titled “Legal Assistants I, II and Paralegals - Contract Cost Items 07-01-21 to 06-30-24” prepared by Finance. Cost items for the three-year contract ending 6/30/2024, gross dollar figure \$2,642,275.

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Union Contract Cost Items. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, Cali-Pitts, DeSimone, DiLorenzo, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Clerk Welch reported 16 yes, 0 no. Chairman Weyler declared the motion passes.

Bond Authorization – Chairman Weyler recognized Rep. Milz who made a motion to approve the Bond Authorization as proposed. Rep. DiLorenzo seconded the motion. A lengthy discussion ensued. Rep. DiLorenzo withdrew her motion. Rep. Potucek made a motion to move the question. A roll call vote was taken on the following Bond Authorization:

AUTHORIZATION TO BORROW FUNDING FOR CONSTRUCTION OF A NEW BUILDING TO HOUSE THE REGISTRY OF DEEDS, COUNTY ATTORNEY'S OFFICE, SHERIFF'S OFFICE, DELEGATION OFFICE AND COMMUNITY CORRECTIONS, AND FOR RENOVATIONS TO THE CURRENT SHERRIFF'S OFFICE LOCATION

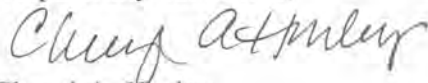
BE IT RESOLVED: That Rockingham County is hereby authorized to raise and appropriate up to a sum of Thirty Million Dollars (\$30,000,000) for the purposes funding the County's construction of a new building to house the Registry of Deeds, County Attorney's Office, Sheriff's Office, Delegation Office and Community Corrections, and to renovate the current Sheriff's Office location for utilization by the Department of Corrections. Up to Thirty Million Dollars (\$30,000,000) of such sum to be raised through the issuance of bonds or notes under and in compliance with the provisions of New Hampshire RSA Chapters 28 (specifically RSA's 28:23 and 28:24) and 33, as amended; to authorize the County Commissioners to issue, negotiate, sell and deliver such bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the County Commissioners to take any other action or to pass any other vote relative thereto

Roll Call: Chairman Weyler recognized Rep. Welch, Clerk, to conduct a roll call vote on the Bond Authorization. Clerk Welch called the roll and reported the following results: Yes: Reps. Abrami, DeSimone, Janigian, Major, Milz, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Welch, and Weyler. Clerk Welch reported 13 yes, 2 no. Reps. Cali-Pitts and DiLorenzo voted no. Chairman Weyler declared the motion passes.

Announcements – Chairman Weyler made announcements about upcoming Public Hearing and Executive Committee Meeting as well as the full Delegation Meeting to adopt the County budget.

There being no further business to come before the members, Rep. Milz made a motion to adjourn. Rep. Potucek seconded the motion. The motion was approved by a voice vote. The meeting was adjourned at 11:14 a.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

Norman L. Major, Chairman
Mary E. Griffin, Vice Chair
David A. Welch, Clerk

EXECUTIVE COMMITTEE

Kenneth L. Weyler, Chairman
Sherman A. Packard, Vice Chairman
David A. Welch, Clerk

118 North Road, Brentwood, New Hampshire 03833
Telephone (603) 679-9369
Fax 679-9370 (24 hours)

MINUTES

ROCKINGHAM COUNTY EXECUTIVE COMMITTEE

PUBLIC HEARING

Monday, June 7, 2021
6:00 p.m.
Held Remotely due to COVID-19
Emergency Order

The Rockingham County Executive Committee held a Public Hearing on Monday, June 7, 2021 at 6:00 p.m. The meeting was held remotely by Audio/Video Conference due to COVID-19 and the Governor's Emergency Order. The purpose of the Public Hearing was concerning the Executive Committee's Proposed Fiscal Year 2022 County Budget.

Rep. Kenneth L. Weyler, Chairman, called the Public Hearing to order at 6:02 p.m. Chairman Weyler read the Instructions due to COVID-19 and the Governor's Emergency Order, and other necessary announcements.

Chairman Weyler recognized Rep. David A. Welch, Clerk, who conducted the roll call. Clerk Welch reported a total of 13 members present at the time the roll was called. Chairman Weyler declared that a quorum of the Executive Committee was present.

Those present were: Rep. Kenneth L. Weyler, Chairman; Representatives Abrami, Cali-Pitts, DeSimone, Edgar, Janigian, Major, Packard, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler; Excused: Reps. DiLorenzo, Griffin, P. Katsakiores, and Milz. Absent: Reps. Gilman and Packard.

Chairman Weyler opened Public Hearing explaining the County's budget process. He provided a brief overview of the Executive Committee's Proposed FY 2022 Budget, noting a 2.7 percent increase to the overall budget and the effects it will have on the tax rate.

Chairman Weyler read the Fiscal Year 2022 Executive Committee's Proposed Budget by Department and provided a brief explanation of each department:

Delegation – \$327,923 at 1.0 percent. Chairman Weyler called for questions. There were none. *DW*

Treasurer – \$19,037 at 0.9 percent. Chairman Major called for questions. There were none.

County Attorney – \$4,053,265 at 8.2 percent. Chairman Weyler called for questions. There were none.

District Court – \$17.00 at 0 percent. Chairman Weyler called for questions. There were none.

Medical Examiner – \$89,004 at 43.3 percent. Chairman Weyler called for questions. There were none.

Sheriff's Department – \$66,977,826 at 6.8 percent. Chairman Weyler called for questions. There were none.

Registry of Deeds – \$1,334,289 at 9.5 percent. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Abrami, Acting Chairman of the Deeds Subcommittee, who made a comment about Deeds Revenues. Chairman Weyler called for further questions. There were none.

Commissioners – \$231,991 at -2.0 percent. Chairman Weyler called for questions. There were none.

General Government – \$2,579,414 at -2.6 percent. Chairman Weyler called for questions. There were none.

Projects – \$500,000 at -1.6 percent. Chairman Weyler called for questions. There were none.

Grants – \$25,000 at 0 percent. Chairman Weyler called for questions. Chairman Weyler called for questions. There were none.

Finance – \$1,331,473 at 10.5 percent. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Abrami, Chairman of the Finance Subcommittee, who explained the budget reflects the addition of one full-time grant writer. Chairman Weyler called for further questions. There were none.

Engineering & Maintenance – \$4,632,404 at -1.3 percent. Chairman Weyler called for questions. There were none.

IT – \$748,660 at 6.1 percent. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Edgar, Chairman of the IT Department, who explained a new position proposed in the budget to assist the IT Manager. He noted other areas within the budget where monies were saved. Chairman Weyler called for further questions. There were none.

Department of Corrections – \$12,377,928 at 3.6 percent. Chairman Weyler called for questions. There were none.

YOW

Human Resources – \$891,436 at 12.9 percent. Chairman Weyler called for questions. There were none.

Statutory Organizations:

Conservation District - \$90,000 at 0 percent. Chairman Weyler called for questions. There were none.

UNH Cooperative Extension - \$414,973 at 1.2 percent. Chairman Weyler called for questions. There were none.

Non-County Specials – \$250,500 at 4.4 percent. Chairman Weyler called for questions. There were none.

Long-Term Care Services – \$30,641,559 at 2.2 percent. Chairman Weyler called for questions. Chairman Weyler recognized Rep. Cali-Pitts who questioned if the rehabilitation facility was included in the Long-Term Care Services budget, as well as the Assisted Living Facility. Mr. Smith, Long-Term Care Director, responded yes.

Categorical Assistance - \$20,120,405 at 0.7 percent. Chairman Weyler called for questions. There were none.

Total County Appropriation \$67,516,699 at 3.2 percent. Chairman Weyler called for questions. There were none.

Grand Total Appropriations – 85,322,042, -0.7 percent. Chairman Weyler called for questions. There were none.

Total Revenues - \$81,217,695 at 2.5 percent. Chairman Weyler called for questions. There were none. Chairman Weyler also read the revenues by department.

That concluded the departmental budget proposal section of the Public Hearing.

Chairman Weyler also announced a request from the Board of Commissioners for approval of two Union Contract Cost Items for Corrections Officers and Legal Assistants I, II, and Paralegals, both three-year contracts. Chairman Weyler noted that the legal assistants contract consists of a group of approximately 14 individuals. Chairman Weyler called for questions. There were none.

Chairman Weyler also announced a request from the Board of Commissioners for a Bond Authorization for up to \$30,000,000 for funding the construction of a new building on the County Complex to house the Registry of Deeds, County Attorney's Offices, and Sheriff's Offices, as well as Dispatch. Chairman Weyler provided a brief overview regarding the request and the need for the building noting ongoing discussions over the past 10 years. Chairman Weyler recognized Commissioner Chirichiello who explained that \$600,000,000 will be available to the County in ARPA money and \$25,000,000 to \$30,000,000 of those monies can be used to fund the new building. If the ARPA monies are not used within a couple of years, it will be unavailable to use later. Chairman Weyler called for further questions. Chairman Weyler recognized Rep. Kate Coyle who added that the project also includes a Community Corrections Program. Chairman

Weyler recognized Rep. Edgar who spoke in favor of the new building on the Complex. Chairman Weyler recognized Rep. Cali-Pitts who noted that she voted in opposition to the bond request stating that she does not have enough information on the building. She noted that she does not feel she has been properly informed and that is why she voted against the bond but supports the need for a new building. She referred to the request and space for a Community Corrections program and feels more discussion needs to be held. Chairman Weyler confirmed with Major Bashaw that the Sheriff's Department has been informed in the process. High Sheriff Massahos confirmed Major Bashaw's comments. Chairman Weyler suggested and requested that the Executive Committee be given a full presentation on the proposed building. A lengthy discussion ensued. Mr. Nickerson also referred to bond counsel guidelines and explained the lengthy process and deadlines going for the bond. Chairman Weyler recognized Rep. Major, Chairman of the Convention, who explained that this is the time to move on the bond authorization request. It will allow the County to borrow up to \$30,000,000, combined with the \$25,000,000 APRA funds, this will help cover the costs of the new building. The money must be committed by 2024 and spent by 2026 and noted that this is the time to move on the bond authorization, coupled with the ultra-low price of borrowing. If we do nothing, the County will lose the APRA funds and will have to cover the total cost of the building. Chairman Weyler recognized Commissioner Chirichiello who stated that a power-point presentation will be put together for the next Delegation Meeting. Chairman Weyler called for further questions. Chairman Weyler recognized Rep. Edgar who asked if it would be appropriate to discuss the allotment for the ARPA funds of \$60,000,000 and the remainder of the money and how it will be used at this time. Commissioner Chirichiello explained that the County is waiting for guidelines and guidance on where the remainder of the money can be used but it has not been finalized yet. When the final release is given, it will be discussed. Chairman Weyler called for further questions. There were none.

Chairman Weyler recognized Rep. Potucek who made a motion to close the Public Hearing. Rep. Pantelakos seconded the motion.

Chairman Weyler recognized Clerk Welch to conduct a roll call vote to close the Public Hearing. Clerk Welch conducted the roll and reported the following results: 14 to 0. The results of the roll call vote were as follows: Reps. Abrami, Cali-Pitts, DeSimone, Edgar, Janigian, Major, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler.

The Public Hearing was closed at 7:11 p.m.

Chairman Weyler opened the Executive Committee Meeting immediately following the Public Hearing. He stated the purpose of the meeting was to vote to consider any changes to the budget by the Executive Committee. Chairman Weyler recognized Rep. Potucek who made a motion that we do not recommend any changes to the work that has already been done by the Executive Committee. Rep. Pantelakos seconded the motion.

Chairman Weyler recognized Clerk Welch to conduct a roll call vote on the motion that the Executive Committee does not recommend any changes to budget as proposed. Clerk Welch conducted the roll and reported the following results: 14 to 0. The results of the roll call vote were as follows: Reps. Abrami, Cali-Pitts, DeSimone, Edgar, Janigian, Major, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler.

Chairman Weyler asked if there was any further business to come before the members. There was none. Chairman Weyler recognized Rep. Pantelakos who made a motion to adjourn the meeting. Rep. Wallace seconded the motion. The meeting was adjourned at 7:14 p.m.

Respectfully submitted,



Cheryl A. Hurley
Delegation Coordinator
Rockingham County Convention



Rep. David A. Welch, Clerk
Rockingham County Executive Committee

DAW:cah

ROCKINGHAM COUNTY CONVENTION



DELEGATION

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MINUTES

ROCKINGHAM COUNTY

EXECUTIVE COMMITTEE MEETING

Wednesday, June 23, 2021

9:00 a.m.

Hilton Auditorium

Rockingham County Nursing Home and
Remotely by Audio/Video Conference, as noticed

The Rockingham County Executive Committee met on Wednesday, June 23, 2021 at 9:00 a.m. in the Hilton Auditorium at the Rockingham County Nursing Home in Brentwood, NH and remotely by Audio/Video Conference, as previously noticed. The purpose of the meeting was to finalize any unfinished business prior to the County Convention Meeting scheduled at 10:00 to adopt the County Budget.

Kenneth L. Weyler, Chairman, called the meeting to order at 9:30 a.m. Chairman Weyler read the following rules/guidelines: *Members participating remotely must identify if any other persons present at the location from which the member is participating, and members participating remotely are deemed to be present at the meeting for the purposes of voting. All Votes will be taken by roll call.*

Chairman Weyler recognized Rep. David Welch, Clerk, to conduct the Attendance by Roll Call. Clerk Welch conducted the attendance roll call. Those present were: Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Janigian, Major, Packard, S. Pearson, Potucek, Sytek, Thomas Wallace, Welch, and Weyler. Excused: Reps. DeSimone, Milz.

Also Present: Commissioners Chirichiello, Coyle, and Tombarello; Charles Nickerson, Finance Director; Alison Kivikoski, Human Resources Director, Jason Henry, Jail Superintendent, Jude Gates, Engineering & Maintenance Director; High Sheriff Charles Massahos, Major Chris Bashaw, Sheriff's Office; Rich Sawyer, Sheriff's Office; Jessica Norton, Katherine Arsenalt, Department of Corrections; Cathy Stacey, Register of Deeds; Attorney Pat Conway, County

Attorney's Office; Alex Lacasse, SMG; Jonathan Halle, Warrant Street Architects, Cheryl A. Hurley, Delegation Coordinator.

Clerk Welch reported 15 members present. Chairman Weyler declared a quorum was present.

Chairman Major announced the first order of business was a letter from Mr. Charles Nickerson, Finance Director, dated June 21, 2021, explaining changes to Resolution 10-2022 due to updated encumbrances, as well as a revised Summary Page to the Proposed Budget highlighting the departments with revised encumbrances. Chairman Weyler noted that all members were given copies of the revised documents. Chairman Weyler asked if there were any questions. There were none. Chairman Weyler instructed Clerk Welch to conduct a roll call vote on Resolution 10-2022. Clerk Welch conducted the roll call and reported the following: 15 yes, 0 no. YES: Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Janigian, Major, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Scott, Welch, and Weyler. Chairman Weyler declared that the motion passes.

Chairman Weyler referred to the next order of business which was the following line item transfer request:

Line Item Transfer Request

Engineering & Maintenance – Transfer from line 11300002-55200 RCNH Fuel \$7,000 to 11300002-55500 \$7,000.

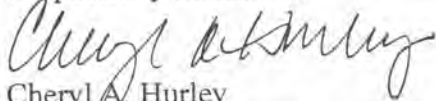
Comments: An unanticipated repair to one of the Blaisdell Building Elevators is necessary due to leaking hydraulic seals.

Chairman Weyler read the line item transfer request as submitted. Rep. Major seconded the motion. Chairman Weyler called for questions. There were none. Chairman Weyler instructed Clerk Welch to conduct a roll call vote on the line item transfer request. Clerk Welch conducted the roll call vote and reported the following: 15 yes, 0 no. YES: Reps. Abrami, Cali-Pitts, DiLorenzo, Edgar, Gilman, Janigian, Major, Pantelakos, S. Pearson, Potucek, Sytek, Thomas, Wallace, Welch, and Weyler. Chairman Weyler declared that the motion passes.

Chairman Weyler announced that the bond authorization request would not be taken up at the Convention Meeting, due to a late notification that the approval was outside the window for Convention approval per RSA 33:10 County Bonds. He noted that the information will be brought before the members and it is anticipated that more information will be available at that time.

There being no further business to come before the members, Chairman Weyler recognized Rep. Rep. Potucek who made a motion to adjourn. Rep. Wallace seconded the motion. The motion was approved by a voice vote. The meeting was adjourned at 9:25 a.m.

Respectfully submitted,


Cheryl A. Hurley
Delegation Coordinator


Rep. David A. Welch, Clerk