



# Rockingham County Commissioners

## Meeting Agenda

July 11, 2024 @ 8:30 am

**Zoom access:** Video: [www.zoom.us](https://www.zoom.us), Join Meeting, mtg ID: 5808918771 or Phone: 646-558-8656, mtg ID 5808918771.

**Limited in person access:** Maureen Barrows Conference Room, 117 North Rd, Brentwood, NH.  
Screening required.

### A. Call to Order

1. Pledge of Allegiance
2. Attendance

### B. RFP Openings & Awards

1. Opening: Forticare Renewals – Facilities Operations/IT Services
2. Opening: O365 Subscriptions – Facilities Operations/IT Services
3. Award: Delegation Wall Removal – Facilities Operations
4. Award: Workers' Compensation Third-Party Administration - Human Resources

### C. Consent Agenda

1. 06/27/24 & 07/03/24 Meeting minutes (approval)
2. HR Bi-Weekly Recruitment Report (informational)
3. HR Bi-Weekly Agency Traveler Report (informational)
4. Adult Medical Day Care (AMDC) Payout Report, June 2024 (informational)
5. 07/11/24 Accounts payable list (approval)

### D. Reports

1. Commissioners' Office – Brian Chirichiello, Chair
  - a. Commissioner updates
  - b. Glendale Proposal (discussion)
  - c. UNH Cooperative Extension MOU (approval)
2. Facilities Operations – Jude Gates, Senior Director
  - a. Request for New ARPA Project (approval)
3. Finance Office – Charles Nickerson, Senior Director
  - a. Line Item Transfers (5) – Long Term Care (approval)
4. Human Resources – Alison Kivikoski, Senior Director
  - a. Zorvino Years of Service Event Cost and Spouse Attendance (discussion)
  - b. Zorvino Vineyard Event Contract (approval)
  - c. Employee Retention and Engagement/ARPA Project Fund (approval)
  - d. General Leave – Assisted Living (approval)
  - e. LNA Apprentice Agreement (approval)
5. Long Term Care Services – Michele Melanson Schmitt, Interim Administrator & Kendra Mayall
  - a. Travel & Training Request (approval)

***Agenda submissions, including supporting documentation, for the Thursday, July 18, 2024 Board of Commissioners meeting must be submitted no later than 2:00 pm on Monday, July 15, 2024.***

Posted at the Rockingham County Rehabilitation and Nursing Center, Singer entrance, 117 North Road, July 9, 2024 @ 2:30 p.m., and on the County's website at [www.rockinghamcountynh.org](http://www.rockinghamcountynh.org) @ 2:20 p.m.

b. Adult Medical Day Care (AMDC) Invoice Details and Continued Discussion

**E. Department Head Updates**

**F. New Business / Old Business**

**G. Public Comment**

**H. Commissioners' Nonpublic Session NH RSA 91-A:3, II**

**I. Adjourn**

*Advisory Note: The Rockingham County Commissioners may, during any public meeting, vote to convene a nonpublic meeting in accordance with NH RSA 91-A:3 Section II. A motion to do so will be made in public session and the motion will cite the applicable section of RSA 91-A. Further, in compliance with NH RSA 91-A:3 Section I, the Board of County Commissioners may recess a public meeting for a period of time in order to excuse itself for the purpose of discussing matters not subject to the definition of a meeting.*