# Rockingham County Commissioners

Meeting Agenda
November 19, 2026 @ 1:00 pm
Municipal Building, 94 North Rd, Brentwood, NH.
*Pre-registration is required for Zoom access.*
*Please call 603-679-9350 at least 24 hours before the meeting.*

**A. Call to Order**

1. Pledge of Allegiance
2. Attendance

**B. RFP Openings & Awards**

1. Award: Legal Services for Civil Matters – Commissioners' Office

**C. Consent Agenda**

1. November 12, 2025 Meeting minutes (approval)
2. Adult Medical Day Care (AMDC) Payout Report, September & October 2026 (informational)
3. November 19, 2026 Accounts Payable List (approval)
4. November 20, 2026 Payroll (approval)

**D. Reports**

1. Commissioners' Office – Kathryn Coyle, Chair
   a. Commissioner updates
2. Department of Corrections – Jon Banville, Superintendent
   a. Inmate Administrative Transfer Pursuant to NH RSA 30-B:21 (approval)
3. Human Resources – Alison Kivikoski, Senior Director
   a. 2026 Holiday Card Selection and Purchase (approval)
   b. County Wellness Fund Request – Toner for Employee Printer in Staff Dining Area (approval)
   c. Exception Request 7-6, Temporary Assignment Outside of Class – Facilities Operations (approval)
   d. Exception Request 7-11, Overtime – Sheriff's Office (approval)
   e. Nursing Staff Agency Billing Rate Amendment (decrease), Factor Healthcare, LLC (approval)
   f. Nursing Staff Agency Billing Rate Amendment (decrease), IntelyCare (approval)
4. Long Term Care Services – Chantal Dja Konan, Senior Director
   a. Bid Waiver Request, ServePRO (approval)
   b. Amendment to Approved Travel & Training Request – Leading Age Annual Meeting (approval)

**E. Department Head Updates**

**F. New Business / Old Business**

**G. Public Comment**

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

1. Human Resources – Alison Kivikoski, Senior Director
   a. Nonpublic session NH RSA 91-A:3, II (a)

**I. Adjourn**

***Agenda submissions, including supporting documentation, for the Thursday, December 3, 2026 Board of Commissioners meeting must be submitted no later than 10:00 am on Monday, November 30, 2026.***

Posted at the Rockingham County Municipal Building, 94 North Road, and on the County's website at www.rockinghamcountynh.org on November 17, 2026 at 10:00 a.m.