

Sullivan County NH

Type of meeting: Board of Commissioners Business Meeting Minutes

Date/Time: March 19, 2009; 3 PM

**Place: Sullivan County Health Care, 5 Nursing Home Drive,
Unity NH 03743, 1st Floor Activities Room**

Attendees: Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Greg Chanis – *County Administrator*; Ted Purdy – *S.C.H.C. Administrator*; Ross. L. Cunningham – *D.O.C. Superintendent*; Sheriff Michael Prozzo; and Sharon Johnson-Callum (minute taker).

Public attendees: Archie Mountain – *Eagle Times Reporter*; Suzanne Gottling – *State/County Delegate*; Anne Milsen – *Sunapee Resident*; and Larry Converse – *Claremont Resident*.

Agenda Item No. 1 Sheriff's Office Report

Request For Transfer of Funds

Copies were presented of a *Request For Transfer of Funds* form [Appendix A], requesting approval to transfer funds from Earned Time Buy Back line 10.440.10007 of \$1,703.79 to the Over Time line of 10.440.10008. They have received an increase in calls for transports, recently performed a tax lien on a large business in Claremont, which included a large inventory they had to record. Sheriff Prozzo noted he would be unable to reveal the name of the business at this time, but it would be recorded in the Registry of Deeds when the job is complete.

3:04 Motion: to approve [the Request For Transfer Funds as presented by Sheriff Prozzo].

Made by: Jarvis. Seconded by: Nelson.

Voice vote: All in favor.

Grants

Sheriff Prozzo is applying for a State of NH Highway Safety grant for \$5,101.66. This is 100% funded, performed annually, and is used to cover 22 radar patrols. [Copy of grant documents - Appendix B]

3:05 Motion: to accept the Highway Safety grant [\$5,101.66].

Made by: Jarvis. Seconded by: Nelson.

Voice vote: All in favor.

Sheriff Prozzo noted they just received a grant to specifically supply a couple dozen bicycle safety helmets for their office to hand out. There's no money involved, nor formal approval from the Board needed.

Sheriff Prozzo noted a copy of the Federal audit letter [Appendix C] was included in the Board's binders. This letter recaps the auditors recent visit to the Sheriff's Office, review of their grant records, and that their findings were very positive.

Non Agenda Item NH State Court Facilities Bureau Visit Update

It was noted, representatives from the NH State Court Facilities, Court judges, Sheriff Prozzo and Mr. Chanis attended a meeting this morning and toured the Newport State County facility. Sheriff noted his main concern is of the security of the building and that the State steps up to pay for their fair share. Mr. Chanis noted, if they change the square footage in the rental agreement, they may need to renovate; if so, the work would be performed the same as they did for ADA upgrades - County would perform the work and receive reimbursement from the State.

Agenda Item No. 2 Sullivan County Health Care Administrator's Report

Mr. Purdy presented a *Request for Transfer of Funds* forms [Appendix D] to transfer:

- o \$13,000 from the Oxygen line 40.540.14053 to the General Supplies line 40.540.13032 - he noted, they are running under budget in the oxygen line, and have seen more expenses for paper products such as formal order forms and other miscellaneous supplies. At this point in the meeting, Mr. Purdy noted a mistake was made in his calculations and the amount should not reflect \$13,000, but \$5,000 - this was corrected on the form.
- o \$5,000 from the Oxygen line 40.540.14053 to the Equipment (Nursing) line 40.540.21097 - a line that pertains to rental of bariatric beds - beds for obese residents - they plan to purchase vs. renting at \$450 per month. Mr. Chanis added the Equipment (Nursing) line was also used for purchasing trapeze equipment - equipment used for transferring residents from one place to another. Mr. Chanis confirmed they had been holding off on purchasing capital equipment, but had given the go ahead to purchase, yesterday.
- o \$56,000 from Fuel line 40.550.16065 to place in On Call LNA salaries 40.541.10004 - we made transfer at first part of year, we've increased our Per Diem pool for LNA's 3,000 - 4,000 per payroll, not running 6,000, so this reflects that the agency is being reduced. Based on 9 pay periods at 6,200 per pay period, need \$56,000. Not transferring from agency to this as we had to transfer into the agency at the first of the year. If he had not been able to take it out of the fuel line, he'd have to take it out of a lot of other places. Census has been up, reluctant to take out of general salaries due to census increase. Mr. Chanis projects a \$108,000 surplus in the fuel oil line. He also reminded them at the beginning of the year that there would be transfers needed such as this. Mr. Purdy noted the census is at 140 today. Purdy confirmed they've already transferred from LNA nursing salaries \$334,000, into various groups of LNA salaries and part was contract services. Purdy uncertain if they will have sufficient in contract nurses line

to run through out the remainder of the year. Barrette noted the Board originally budgeted 1.1% for LNA salaries, what was expended, spent 1.014% have hired 7 LNA's in March, 2 per diem and 5 regular staff. Mr. Purdy & Mr. Chanis confirmed the LNA On Call salaries line is over as of February. Commissioner Barrette requested a report at the next meeting reflecting status of all nursing salaries line for major components, with projection to end of year, so they know what they'll need to do for adjustments and do them all at once. Commissioner Jarvis, noted, due to bad publicity over last two years, people ask how the nursing home is doing and the Board would like to have all the answers.

**3:32 Motion: to approve the four transfers as amended.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.**

Agenda Item No. 2.a. _____ Census

Mr. Purdy distributed copies of the nursing home reports [Appendix E], and reviewed the following:

- o February 2009 Private, Medicaid, Medicare, HCBC total revenue YTD surplus / shortfall - (72,434)
- o Revenue Review thru 2/28/09 - strong private census and additional insurance, net variance of - (72,434), laundry negative variance is not accurate read and should be lower, per Mr. Chanis, and expected to meet budget by end of year.
- o Quarterly Resident Census review - Gottling noticed stat errors in percentages.
- o Medicare Length of Stay Analysis February 2009 back to March 2008
- o Summary Admission / Discharge List totals 2/1/09 thru 2/28/09
- o Summary Admission Discharge List reflecting 2/1/09 thru 2/28/09 INS, MCD, MRA, and PVT
- o Summary Admission / Discharge List reflecting 7/1/08 thru 2/28/09 HCB, INS, MCD, MRA, and PVT
- o Summary Admission / Discharge List Totals reflecting 7/1/08 thru 2/28/09
- o Month-end Aged Analysis for February 2009 - February short month, received significant payment, approximately \$219,000, in February but not posted until March 2 which represented older accounts and will see that in next months reports.

Agenda Item No. 2.d. _____ Community Development Update

Mr. Purdy noted he spoke to them previously regarding the culture changes occurring at the nursing home and had distributed handouts. They've scheduled on 4/6, 7, 13, and 14 for the staff to view a DVD on the issue, and will do a follow up at the family council meeting. Commissioner Jarvis noted she would be sending a report to him regarding the nursing home trust fund.

Agenda Item No. 2.e. Upcoming events

Sullivan County Health Care will have booth at Claremont Chamber Home & Trade Show at the Claremont Middle School Sat. 4/4 and Sun. 5th

Agenda Item No. 3. Lake Sunapee Bank Forms: 3 Million Line of Credit for the Community Corrections Center (CCC) Project – Requires Signature

This requires a motion to authorize the Board to sign documents for Lake Sunapee Bank. Mr. Chanis explained this 3 million is for upgrades to existing facility, and any costs incurred for planning, design, and possibly construction on the CCC project. This is borrowing in anticipation of a bond or note; which, when the County gets to that point, they'll look for 6.9 million – bids would be collected at that time and they'd include the NH Bond Bank. Mr. Chanis noted a fee is involved with bonding a project, which is not there if borrowing through a bank; plus, the 6.9 would have a much longer maturity date. At the point, Board signed the forms, as the borrowing was already approved at the last meeting.

Agenda Item No. 4. DOC Superintendent's Report

Agenda Item 4.a. Census

Supt. Cunningham distributed a copy of the DOC census [Appendix F], reflecting 118 total census 3/19/09 vs. 116 3/19/08. They have 79 in-house. One female inmate is at Dartmouth Hitchcock seeking mental health treatment.

Agenda Item No. 4.b. Staffing

One position to fill, which they continue to recruit for.

Agenda Item No. 4.c. Community Corrections Center

Discussion deferred to later in meeting.

2nd Chance Act grant application update

They are currently working on the application program budget, have written a 20 page program narrative, currently in a good position, have the programming support, the application has been easy to complete due to the steps they've already taken, and they are currently collecting letters of support. Also waiting for addressee information for the Commissioners Letter of Support letter from Mr. Warwick. They anticipate the decision on whether the grant application is accepted would arrive in the beginning of June, with funds awarded some time in December.

PCS Contract

The PCS contract [Appendix G] represents and agreement for inmate telephone services. Both Attorney Hathaway and NH Primex reviewed the

contract. A motion is required by the Board for the Superintendent and a representative of PCS to sign the contract. The contract is no charge to county taxpayers. Also, if increase in phone activity, rates may decrease.

**3:55 Motion: "so moved" [to approve the DOC Supt Cunningham and PCS to sign the PCS Inmate telephone agreement.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.**

Agenda Item No. 4.e. Pharmaceutical Contract Update

Supt. Cunningham presented a copy of the Westwood Pharmacy Agreement [Appendix H], which would be effective 4/27/09 to 4/27/10 with option for jail to extend for two additional years. A copy of the Westwood Pharmacy PowerPoint was provided to the Board [Appendix I], plus a memo from L. Keefe to Supt. Cunningham regarding Nurse Lady's contact with the local pharmacies [Appendix J]. 100% return of pharmaceuticals unused, with medical in packages - unlike Unicare. Requires motion to approve.

**4:00 Motion to approve [the Westwood Pharmacy Agreement].
Made by: Jarvis. Seconded by: Nelson.
Discussion: Commissioners wished they had been able to do this locally, but at least they researched it and tried.
Voice vote: All in favor.**

Agenda Item No. 5 Sullivan County Administrator's Report

Agenda Item No. 5.b. CCC Construction Manager Services

The closing dates for bids was 3/17/09 @ 4 PM. Seven proposals were received, an initial review was performed by Chanis and Cunningham with four being recommended to the Board to perform a follow up interview with. As this is a pending contractual agreement with the County, the Administrator recommends they go into Executive Session to discuss details, if needed. Mr. Chanis confirmed the RFP was ambiguous, so that the firms would base their proposals on their firm's terms. Three of the seven proposal amounts were "way out of the ballpark". Mr. Chanis confirmed the advertisement did not indicate it was an "open bid process". He noted, this is for services that differ depending on the company's way of structuring. The group agreed on conducting the follow up interviews Thursday morning 8 a.m. to noon. The four will be contacted, a notice will be posted regarding the meeting, and Mr. Chanis will make copies of the four proposals for the Board members to have prior to the meeting.

4:07 Ms. Gottling and Mr. Cunningham left the meeting.

Agenda Item No. 5.c. FY10 Budget Update

Mr. Chanis noted the FY10 budget books were available to the Commissioners. He requested they set a schedule for when the Board will

meet with the County Department Heads/Elected Officials, along with the Executive Finance Committee members. The group decided on Mondays/Fridays so that Delegates could attend, and to begin Friday April 3rd. Mr. Chanis will create a draft schedule and distribute it at the next Commissioners meeting.

Agenda Item No. 5.d. Grants

Mr. Chanis noted they received notification the Parents As Teachers and Strengthening Families FY10 grant would be reduced by 13.29%. The FY10 PHN grant application is being worked on with possible two-year extension.

Agenda Item No. 5.e. Sullivan County Health Care Advisory Panel Update

Mr. Chanis noted they are shooting for April 2nd morning as the first meeting of the panel.

Agenda item no. 5.f. Executive Session Per RSA 91-A:3.II.c.

The Chair noted this would be held later in meeting.

Agenda Item No. 6. Commissioners Report

Commissioners Barrette, Nelson and Jarvis, as well as Mr. Chanis, attended the NH State's Joint Finance / Ways & Means Committees budget hearing in Claremont.

Commissioner Nelson asked about the purchase order for pay phones at the nursing home. Mr. Chanis noted, he and Mr. Purdy are checking on this.

Commissioner Barrette and Mr. Chanis will attend the Town of Unity meeting March 23rd and Acworth on March 30th. They are making rounds to each town select board and city within the county to answer questions about County government activities. He noted they've been to Plainfield, already.

Agenda Item No. 7. Public Participation

Larry Converse, Claremont Resident, asked where the building site would be located for the Community Corrections Center? He also asked when the Board hires the CMS (Construction Management Services) firm, would the firm tell them where to build it? Mr. Chanis noted the basic idea is for the CMS to guide the Board through site selection process. Commissioner Barrette noted, factors include cost associated with groundwork, bringing services in, and esthetics; they'll spend a fair amount of time weighing the issues. Mr. Chanis noted at this point the key is the long-term operational cost – does one location over another give lower operating cost? Their goal is to build building that service the County needs, is attractive and low in cost. Mr. Chanis anticipates, once CMS on board, and if the design process goes smoothly, there is no reason not to break ground by late summer/fall.

Suzanne Gottling, State-County Delegate – Noted the Executive Finance Committee meeting is scheduled for 3/30/09 @ 8 am. Ms. Johnson-Callum confirmed she'd notify Laurie Geer to post a notice for the meeting and to check on availability of the Commissioners Conference Room.

4:23 Motion: To go into Executive Session Per 91-A:3.II.c. for a personnel issue.
Made by: Commissioner Nelson. Seconded by: Commissioner Jarvis.
Roll call vote: all in favor.

4:59 Motion: to come out of executive session.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.

There was no formal decision made regarding the issue in Executive Session.

Agenda Item No. 8. Meeting Minutes

Agenda Item No. 8.a. March 5, 2009 Public

Ms. Johnson-Callum noted she received the name of the lady from Sunapee and would include that in the minutes. Commissioner Jarvis requested a cash flow at the next meeting and copy of updated financials.

5:08 Motion: to accept the 3/5/09 public meeting minutes with amendment.
Made by: Nelson. Seconded by: Jarvis
Voice vote: All in favor.

Non Agenda Item Business After Hours 3/11/09 @ Nursing Home
Commissioner Barrette noted the Sullivan County Health Care / Claremont Chamber Business After Hours held at the nursing home had a great turn out, and wonderful food.

Non Agenda Item County Unity Complex: Land for Vegetables
Commissioner Jarvis would like to hold future discussions regarding vegetable growing at the Unity County complex. Mr. Chanis confirmed Seth Wilner did this last year with inmates, and he was working a community gardening project next year.

5:09 Motion: to adjourn the meeting.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: all in favor.

Respectfully submitted,



Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.jc.

Date signed: 4-6-09



Sullivan County NH, Board of Commissioners
Business Meeting

Thu. Mar. 19, 2009

Place: Unity County Complex – Sullivan County Health Care Facility
5 Nursing Home Drive, Unity 03743

AGENDA - Revised

- 3:00 PM - 3:10 PM 1. Sheriff's Office Report**
- 3:10 PM - 3:30 PM 2. Sullivan County Health Care Administrator's Report**
- a. Census
 - b. Staffing
 - c. Accounts Receivables Update
 - d. Community Development Update
 - e. Upcoming events:
 - o Claremont Chamber Home Show – At Claremont Middle School
- 3:30 PM - 3:35 PM 3. Lake Sunapee Bank Forms: 3 Million Line of Credit for the Community Corrections Center Project – Requires Signatures**
- 3:35 PM - 3:55 PM 4. D.O.C. Superintendent's Report**
- a. Census
 - b. Staffing
 - c. Community Corrections Center Update
 - d. 2nd Chance Act Application Update
 - e. Pharmaceutical Contract Update
- 3:55 PM - 4:15 PM 5. Sullivan County Administrator's Report**
- a. 2nd Chance Act Application Update & Letter of Support
 - b. CCC Construction Manager Services: Review Bids and Set Date for Interviews – Possible Executive Session Per RSA 91-A:3.II.c & d to discuss pending contract information
 - c. FY10 Budget Update
 - d. Grants – Notification of reduction to prevention grants in FY10 by 13.29% (PAT / SFP) and renewal of PHN for FY10 with a possible FY11 funding
 - e. S.C.H.C. Advisory Panel's First Meeting Update
 - f. Executive Session Per RSA 91-A:3.II.c. – Personnel Issue

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



- 4:15 PM – 4:35 PM 6. Commissioners' Report**
- 4:35 PM – 4:50 PM 7. Public Participation**
- 4:50 PM – 4:55 PM 8. Meeting Minutes Review**
a. 3/5/09 Public Meeting Minutes
- 4:55 PM 9. Adjourn meeting**

Upcoming Events/Meetings:

- **Mar. 18th Wed.** **Sullivan County Criminal Justice Coordinating Committee**
 - **Time: 9 AM – 11 AM. Place: Newport 14 Main Street, Commissioners' Conference Room**
- **Mar. 20th Fri.** **FY10 County Grant Applications Due 4 PM**
- **Mar. 30th Mon.** **Acworth Town Meeting – Commissioner Chair attending.**
 - **Time: 7 PM**
- **Apr. 2nd Thu.** **Next Board of Commissioners Meeting**
 - **Time: 3 PM**
 - **Place: Newport, 14 Main Street – Remington Woodhull County Complex**

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: Sullivan County Sheriff

DATE: March 13, 2009

10440-10007 *10440-10008*

	Account description	Account Number	Transfer From (Credit)	Transfer To (Debit)	Purpose of Transfer
1	ET buyback	10440-10007	\$1,703.79		Workload
	Overtime	10440-10008		\$1,703.79	
2					
3					
4					
5					
6					

M. J. P... *3/17/09*
Dept. Head / Date

[Signature] *3/18/09*
County Administrator / Date (when applicable)

[Signature] *3/19/09*
Commissioner Chair / Date

Executive Finance Committee Chair / Date

APPENDIX B

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
117 Manchester Street
Concord, NH 03301

Date Received	Project Number
Date Approved	PSP and Task # 09-03, 02

Part I

1. Project Title Sullivan County Sheriff's Enforcement Patrols	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
3. Applicant A. Name of Agency Sullivan County Sheriff's Department	B. Address of Agency PO Box 27, 14 Main Street Newport NH 03773
C. Government Unit (Check One) <input type="checkbox"/> State <input type="checkbox"/> City/Town <input checked="" type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit Sullivan County Sheriff's Department 14 Main Street, PO Box 27 Newport, NH 03773
4. Contract Duration A. Contract Period Start Date: April 1, 2009 Termination Date: September 15, 2009	Functional Area SC - Speed Control CFDA# 20.600 Program Title State & Community Highway Safety Funding Source National Highway Traffic Safety Administratio

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services	\$5,101.66	\$5,101.66			
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit					
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$5,101.66	\$5,101.66			

7. Local Benefit:

It is anticipated that the federal share for local benefit will be: 100% (\$5,101.66)

**SCHEDULE A
GENERAL PROJECT INFORMATION**

Description of Project

STATEMENT OF PROBLEM/NEED: The Sullivan County Sheriff's Department patrols 525 miles of roads in the southwestern part of New Hampshire and has jurisdiction in 14 towns and one city representing a population of 41,300 residents. Speeding continues to be a problem in the Towns of Newport, Sunapee, Charlestown, Plainfield, Cornish, Acworth, Washington, Langdon, Lempster, Unity, Goshen, Croydon, Grantham, Springfield, and Claremont. Motorists are typically speeding through these towns using Routes 11, 103, 10, 12-A, 12, 114, 120, 31, 123, 4-a and 2nd NH Turnpike to commute to and from Dartmouth Medical Center, Dartmouth College, Keene State College, stores/shops, and companies located in Claremont, Hanover, Keene, Lebanon, and Newport. The problem of speeding motorists is most prevalent Monday through Friday between the hours of 6:00-10:00 AM and 3:00-7:00 PM.

Year	Speed Warnings	Speed Summonses	Loss of Cruiser
2006	105	68	
2007	111	72	
2008*	68	73	4

*From July 2008 until October 2008 the sheriff's department was down four cruisers (one was involved in a crash and three were not working).

PROPOSED SOLUTION: In an effort to combat the problems being experienced with motor vehicle violations, the Sullivan County Sheriff's Office will hire, on an off-duty basis, officers to work one-man overtime enforcement patrols (22 4-hour shifts) on those days (Monday-Friday) and during those times (6:00-10:00 AM and 3:00-7:00 PM) when the violations are felt to be most prevalent. Adherence to all traffic laws, including the state's occupant protection law, will be monitored and enforced. It is understood that these patrols will be conducted on an overtime basis and officers will be paid at their overtime (1.5) rate for work exceeding their normal 40 hours per week. Part-time officers will be paid at their normal hourly rate.

ANTICIPATED RESULTS: The goal is to issue summonses to motor vehicle violators exceeding the posted speed limits.

Having the availability to conduct dedicated speed enforcement patrols will increase the Sullivan County Sheriff's Office visibility, and that alone will educate drivers to be cautious and aware. It is anticipated that during each four-hour patrol conducted five (5) summonses and 10 warnings will be issued.

ADDITIONAL CONTRACT CONDITIONS: It is agreed that "Overtime Selective Traffic Enforcement Program Report" forms (HS-200) will be completed for each patrol and submitted to the NH Highway Safety Agency along with requests for reimbursement.

New Hampshire's Child Passenger Safety law is a primary law. A driver should be stopped for violating RSA 265:107-a which requires that all vehicle occupants under the age of 18 riding in a motor vehicle must be restrained and properly fastened in a safety belt and children under the age of 6 must be restrained and properly secured in an approved child passenger safety seat. It is agreed that whenever a stop is made during a patrol supported by this agreement, action will be taken to enforce the state's child passenger safety law.

In accordance with federal Executive Order 13043, the recipient of these funds is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles.

See attached Addenda for additional information that is hereby made a part of this contractual agreement.

NH HIGHWAY SAFETY AGENCY
Pine Inn Plaza, 117 Manchester Street
Concord, NH 03301-5101

OVERTIME SELECTIVE TRAFFIC ENFORCEMENT PROGRAM REPORT

NAME & RANK: _____

PROJECT NUMBER: _____

POLICE DEPARTMENT: _____

PROJECT TITLE: _____

SHIFT DATE: _____

START TIME: _____ END TIME: _____

TOTAL NUMBER OF PATROL HOURS: _____

<u>HSA USE ONLY</u>			
AUTHORIZED BY: _____			
RATE OF PAY X HOURS WORKED =	TOTAL		
_____ X _____ =	_____		

PLEASE SEE INSTRUCTIONS ON REVERSE SIDE.

VIOLATIONS	WARNINGS		SUMMONSES		ARRESTS	
	*Youth	Adult	*Youth	Adult	*Youth	Adult
DRIVING WHILE INTOXICATED (report additional information on back of this form)						
ILLEGAL POSSESSION - ALCOHOL						
ILLEGAL POSSESSION - DRUGS						
ILLEGAL TRANSPORTATION						
OPEN CONTAINER						
OPERATION AFTER REV./SUSP.						
SPEEDING						
OTHER MOTOR VEHICLE VIOLATIONS						
OTHERS (PEDESTRIAN, BICYCLE, ETC.)						
RED LIGHT/STOP SIGN VIOLATIONS						
CHILD RESTRAINT VIOLATIONS						

*Youth: under 21 years of age

TOTAL NUMBER OF TIMES A PRELIMINARY BREATH TEST (PBT) DEVICE WAS USED

TOTAL NUMBER OF VEHICLES STOPPED

TOTAL NUMBER OF VEHICLES VISUALLY CHECKED FOR CHILD RESTRAINT LAW VIOLATIONS

TOTAL NUMBER OF PEDESTRIAN/BICYCLE CONTACTS

I, _____, REQUEST PAYMENT AT THE RATE OF \$ _____ PER HOUR FOR WORK PERFORMED DURING MY OFF-DUTY TIME AS A MEMBER OF THIS PATROL.	I CERTIFY THAT OFFICER _____ WORKED AS A MEMBER OF THE PATROL ON (DATE) _____ _____ SUPERVISING OFFICER
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NH Highway Safety Agency
Pine Inn Plaza, 117 Manchester Street
Concord, NH 03301-5101
Telephone 603-271-2131

ADDENDUM TO THE APPLICATION FOR HIGHWAY SAFETY PROJECT GRANT

FEDERAL REGULATIONS

CIRCULAR A-87 (Revised May 1995). This Circular provides principles for determining the allowable costs of programs administered by State, local and federally-recognized Indian tribal governments under grants from and contracts with the Federal Government. They are designed to provide the basis for a uniform approach to the problem of determining costs and to promote efficiency and better relationships between grantees and the Federal Government. The principles are for determining costs only and are not intended to identify the circumstances nor to dictate the extent of Federal and State or local participation in the financing of a particular project. They are designed to provide that federally-assisted programs bear their fair share of costs recognized under these principles except where restricted and prohibited by law.

COMMON RULE (49 CFR Part 18) (Effective October 1988). This rule establishes the Uniform Administrative Requirements for Grants and Cooperative Agreements and Sub-awards to state and local governments and Indian tribal governments. Administrative rules set forth include:

- 18.10 Forms for Applying for Grants
- 18.11 State Plans
- 18.20 Standards for Financial Management Systems
- 18.21 Payment
- 18.22 Allowable Costs
- 18.23 Period of Availability of Funds
- 18.24 Matching or Cost Sharing
- 18.25 Program Income
- 18.26 Non-Federal Audits
- 18.30 Changes
- 18.31 Real Property
- 18.32 Equipment
- 18.33 Supplies
- 18.34 Copyrights
- 18.35 Sub-awards to Debarred and Suspended Parties
- 18.36 Procurement
- 18.37 Subgrants
- 18.40 Monitoring and Reporting Program Performance
- 18.41 Financial Reporting
- 18.42 Retention and Access Requirements for Records
- 18.50 Closeout

CIRCULAR A-133 (June 1997). This Circular establishes audit requirements for State and local governments that receive Federal aid, and defines Federal responsibilities for implementing and monitoring those requirements.

Further information concerning these Circulars may be obtained by contacting the Financial Management Branch, Budget Review Division, Office of Management & Budget, Washington, DC 20503. Telephone 202-395-4773.

HS-4(b) (9/99)

Federal and State Lobbying Certification/Restriction

No Federal appropriated funds will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

None of the funds under this contract will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g. "grassroots") lobbying activities.

IACP Vehicular Pursuits

The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect.

HS-4(a) (7/08)

State of New Hampshire



JOHN J. BARTHELMES
COMMISSIONER OF SAFETY

EARL M. SWEENEY
ASSISTANT COMMISSIONER

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 271-2559

Speech/Hearing Impaired

TDD Access Relay NH 1-800-735-2964

MR 13:09 AM 03/20

March 16, 2009

Sheriff Michael Prozzo
Sullivan County Sheriff's Department
PO Box 27
Newport, NH 03773

Re: 2003 and 2005 Homeland Security Grants (On-Site Monitoring/Audit Visit)

Dear Sheriff Prozzo,

Thank you for taking the time to meet with me on February 4, 2009. Your preparation, time, and attention to detail were greatly appreciated. As a result of our visit, I hope that additional information was provided to you in the application, management and operation of this grant project and any future homeland security grant programs. Your commitment to addressing the homeland security needs in your community and throughout New Hampshire is greatly appreciated. If you have any further questions regarding your on-site audit or grant process, please feel free to contact me at (603) 271-4299 or taramini@safety.state.nh.us.

Sincerely,

Tim Aramini
Internal Auditor

Cc: Mr. Jeff Barrette, Chairman-Board of Commissioners

State of New Hampshire

JOHN J. BARTHELMES
COMMISSIONER OF SAFETY



EARL M. SWEENEY
ASSISTANT COMMISSIONER

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 271-2559
Speech/Hearing Impaired
TDD Access Relay NH 1-800-735-2964

Date: March 16, 2009

Subject: Sullivan County Sheriff's Office 2003 and 2005 Homeland Security Grant: On-Site Audit and Monitoring Visit

Grant Information: 2003: Homeland Security Grant I & II
2005: Law Enforcement Terrorism Prevention Program (LETPP)

Federal Grant ID: 2003 Homeland I: 2003-TE-TX-0178
2003 Homeland II: 2003-MU-T3-0040
2005 LETPP: 2005-V0082-NH-GE

Audit Date: February 4, 2009

Auditors: Tim Aramini – NH Department of Safety

Staff Members Present: Sheriff Michael Prozzo

Program Implementation:

1. Implementation of the state/urban area strategy for Sullivan County has been extremely successful. Sheriff Prozzo has effectively met the needs of the Sheriff's Office through the procurement of enhanced communications equipment.

Outstanding Issues:

1. There are no outstanding issues.

Corrective Actions:

1. There are no corrective actions required.

Fiscal:

1. Expenditures are in line with Sullivan County's approved budget.
2. Grantee reports no deviations/modifications from the approved budget.
3. Invoices and requests for reimbursements are accurate and allowable.
4. Grantee reports that all obligations, expenditures, and draw-downs are accurate.
5. Grantee provided summaries of equipment expenditures, obligations, and un-obligated funds.
6. Grantee demonstrates proper fiscal oversight based on accurate financial reporting.
7. Independent auditor's reports were prepared by Melanson Heath & Company, PC. Annual Reports/Audits have been acquired and reviewed as they pertain to this particular grant year.

Equipment:

Grantee Reports:

1. The procurement process was initiated on the County level through Sheriff Prozzo with additional information and equipment needs determined through mutual aid due-diligence. Per County guidelines, once needs were identified, it was required to provide cost comparisons from three separate vendors for purchases of \$1000.00 or more; sole source vendors being the exception. Once approvals were confirmed, checks for procurement required strict adherence to financial accountability. Checks were then sent to manifest where they awaited approval by the Finance Director/Executive Director. The Board of Commissioners must also approve and initialize and then forward to the County Treasurer for final approval.
2. Training on the newly acquired equipment was facilitated through a combination of "in-house subject matter experts" and vendor support. Training on other specialized pieces of equipment occurs as a result of the following: new hires, technology upgrades, re-certifications, and/or when mandated. Most training sessions are facilitated in house with supervisors and/or Field Training Officers (FTO's) overseeing compliance. All sessions are logged and documented accordingly.
3. Through the initial grant application process, Sullivan County was able to properly identify and articulate areas of vulnerability and prioritize needs unique to their community, as well as their surrounding mutual aid districts.
4. A detailed listing of the equipment audited has been enclosed and was used for this on-site review.

Observations/Comments:

1. Overall desk auditing proved file organization. Sheriff Prozzo was well informed and proficient at answering questions and referencing pertinent documents. File separation was thorough, neat, and organized. Areas checked within 2003 on-site files consisted of the areas outlined below:
 - a. Grant Application
 - b. Non-Supplanting Certification
 - c. Closeout Letter
 - d. Payments: copies of cancelled checks, invoices, and/or other pertinent documents.
 - e. Correspondence documentation
 - f. Inventory Letter(s)
2. Areas checked within 2005 on-site files consisted of the areas outlined below:
 - a. Application
 - b. Award Letter
 - c. Special Conditions
 - d. Lobbying Form
 - e. Acceptance of Audit Requirements
 - f. Grant Terms and Conditions
 - g. NIMS
 - h. Quarterly Reports
 - i. Inventory Letter(s)
 - j. Payments
3. Maintenance (on aforementioned grant items) is overseen by Sheriff Prozzo and designated departmental members. Contractual maintenance schedules are in place as a preventative maintenance precaution (performed yearly and/or when needed). Most minor issues are handled on-site with more intricate issues being dealt with at the vendor level. There have been no major maintenance issues at this time
4. Per 2004/2005 Non-Supplanting Certification Guidelines, "Upkeep, maintenance, and training of and for equipment procured as part of the Homeland Security grant program is a local and/or grantee responsibility. The inventory of this equipment is a local responsibility and the recipient of such

understands that inspections, auditing, and inventory accounting of this equipment may occur as a condition of this grant either from Federal, State or other appropriate level agency and agent." Also, DOS recommends consulting with local auditors for GASB-34 compliance and disposition rules governing equipment procured with Federal funds.

Pursuant to the aforementioned guidelines, it is recommended that the following equipment controls continue to be instilled and maintained:

- a. Maintain documentation on file to support equipment procurement costs.
 - b. Ensure that all Homeland Security equipment is properly identified through the use of identification tags for inventory control and other organizational purposes.
 - c. Consistently update equipment records while also performing inspections.
5. Equipment Valued over \$5000: To comply with OMB circular A-87, equipment valued at this level must inventoried and tracked locally and be reported to the State Department of Safety (DOS) – Grants Management Unit for 2 years or until the item carries a depreciated value of less than \$100. The disposition of the equipment must be reported. DOS recommends consulting with local auditors for GASB-34 compliance and disposition rules governing equipment procured with Federal funds.

Pursuant to the aforementioned guidelines, Sullivan County is in full compliance (corresponding Municipal Tag Numbers are listed below on Sullivan County's equipment list).

6. Excluded Parties List: pursuant to the Excluded Parties List, Sullivan County is in full compliance. The Federal Suspension and Debarment list has been reviewed and verified.
7. NIMS: 100%...Continued compliance is ongoing.
8. Sheriff Prozzo was very appreciative of the grant process and extended his compliments in regards to communication, efficiency, and overall supportiveness of the Grants Management Unit.

Sullivan County Sheriff's Department: Equipment List (2003 and 2005)

Sullivan County Sheriff's Office (Homeland I)	Category	Item/Description	Qty	Amount	Dept	Checked
	PPE	Scott AV2000 Masks (partial)	50	\$ 389.00	FS,LE,EMS	✓
	PPE	Scott Adapter Assy 40mm	50	\$ 1,350.00	FS,LE,EMS	✓
	PPE	Scott Enforcement Canisters	50	\$ 1,141.70	FS,LE,EMS	✓
	Detection	HazMat Smart-Strip Chem ID Badge	150	\$ 3,019.42	FS,LE,EMS	✓
	Communications	Motorola XTS3000 Portables	12	\$ 32,712.00	FS,LE,EMS	✓
	Communications	Motorola XTS3000 Portables (partial)	5	\$ 11,991.85	FS,LE,EMS	✓
	Communications	Tri-Chemistry Charger	2	\$ 1,014.00	FS,LE,EMS	✓
	Communications	Remote Speaker Microphone	12	\$ 792.00	FS,LE,EMS	✓
	Communications	Carrying case	12	\$ 540.00	FS,LE,EMS	✓
	PPE	Class 3 Ensembles	12	\$ 2,547.61	FS,LE,EMS	✓
	PPE	Chemical Protective Outer Booties	50	\$ 137.50	FS,LE,EMS	✓
	Logistical Support	Barrier Tape	8	\$ 71.92	FS,LE,EMS	✓
	Logistical Support	Bullhorn/Megaphone	2	\$ 159.98	FS,LE,EMS	✓
	Logistical Support	Batteries	1	\$ 23.92	FS,LE,EMS	✓
	Logistical Support	Lightbox Basic Yellow	12	\$ 1,495.86	FS,LE,EMS	✓
	Response Vehicle	Command Trailer	1	\$ 21,883.63	FS,LE,EMS	✓
	Response Vehicle	Command Trailer Lettering	1	\$ 1,600.00	FS,LE,EMS	✓
	Communications	Vehicle Repeater System & Filter	1	\$ 3,575.00	FS,LE,EMS	✓
	Communications	Mobile Radios w/accessories	1	\$ 3,481.00	FS,LE,EMS	✓
	PPE	Trident Hard Hat Ratchet	24	\$ 352.90	FS,LE,EMS	✓
	Logistical Support	Trident Head Lamp	24	\$ 787.82	FS,LE,EMS	✓
	PPE	High Visibility Vests	24	\$ 513.78	FS,LE,EMS	✓
	Response Vehicle	Command Trailer Outfitting	1	\$ 1,266.40	FS,LE,EMS	✓
	Decontamination	48-Gallon Overpack Drum	12	\$ 903.19	FS,LE,EMS	✓
	Medical Supplies	To Go Pro Oxygen Kit	1	\$ 389.89	FS,LE,EMS	✓
Sullivan County Sheriff's Office (Homeland II)	Category	Item/Description	Qty	Amount	Dept	Checked
	PPE	Scott AV2000 Masks (partial)	50	\$ 8,561.00	FS,LE,EMS	✓
	Communications	Motorola XTS3000 Portables (partial)	20	\$ 52,679.56	FS,LE,EMS	✓
	Communications	Tri-Chemistry Charger	4	\$ 300.00	FS,LE,EMS	✓
	Communications	Rapid Rate Impress Energy Charger	7	\$ 868.00	FS,LE,EMS	✓
	Communications	Commander Series Speaker Mic	21	\$ 2,362.50	FS,LE,EMS	✓
	Communications	Multi-Unit Charger	2	\$ 1,014.00	FS,LE,EMS	✓
	Communications	Leather Cases for Radios	9	\$ 405.00	FS,LE,EMS	✓
Homeland I & II (Total)				\$ 158,330.43		
Sullivan County Sheriff's Office (2005 LETPP)	Category	Item/Description	Qty	Amount	Dept	Checked
Muni Inv. Tag: #'s 01530 and #01531	Communications	Quantar Base Stations	2	\$ 27,330.90	LE,EMA,FS	✓
	Communications	Station Master Antenna	2	\$ 8,962.00	LE,EMA,FS	✓
	Other Authorized	Update Mobile/Portable Code Plug Data	1	\$ 892.50	LE,EMA,FS	✓
	Other Authorized	Frequency Programming	1	\$ 920.00	LE,EMA,FS	✓
	Other Authorized	Program Command Trailer	13	\$ 650.00	LE,EMA,FS	✓
	Communications	Console, Software, Warranty	1	\$ 4,369.20	LE, EMA, FS	✓
	Communications	Interface Module, Software, Multi-Station tone & DC Contr (Partial)	1	\$ 3,866.40	LE, EMA, FS	✓
2005 LETPP (Total)				\$ 46,991.00		
Grant Totals (03-05)				\$ 205,321.43		

Sullivan County Sheriff's Office: Radio Interoperability Inventory/Audit

1. Radio allocation numbers have been confirmed; details are charted below.
2. The radio interoperability initiative has slightly enhanced overall radio communications within Sullivan County Sheriff's Office. Reception in the immediate area has shown marketed improvement however; various Mutual Aid districts are still experiencing "dead-spots". Several remote towers are currently employed with an additional repeater needed.
3. One free program was initially done at the onset of this initiative.
4. Relationships with R & R Communications and Ossippee Mountain Electronics have been successful. Both shops have proven to be extremely supportive and helpful.
5. Trainings were facilitated in-house with all sessions are logged and documented accordingly.
6. Portables and accessories are issued to officers and documented accordingly. Radios and/or accessories are accounted for through the documentation of serial #'s and model #'s. Mobile radios are based on the following criteria: car #, model #, and serial #.
7. Minor maintenance issues are handled on-site while more intricate issues are handled through corresponding shops.
8. All files containing warranty information, user manuals, and pertinent documents are filed and maintained accordingly.
9. Replacements and/or maintenance issues are budgeted in accordance to a "Communications" and "Radio Maintenance and Repair" line items. Sullivan County Sheriff's Office has acquired a battery reconditioner which has greatly enhanced battery life while also minimizing replacement costs.

Department	Radio Type	Vendor	Shop	Qty.	Sample/Radios Checked	Date
Sullivan County Sheriff's Off.	Mobile	Motorola	R&R and OME	7	✓	2/4/09
Sullivan County Sheriff's Off.	Portable	Motorola	R&R and OME	40	✓	2/4/09

REQUEST FOR TRANSFER OF FUNDS

DEPARTMENT: SCHC

DATE: March 2009

	Account description	Account Number	Transfer From (Credit)	Transfer To (Debit)	Purpose of Transfer
1	Oxygen	40.540.14053	^{5,000} \$13,000.00		
	General Supplies (Nursing)	40.540.13032		^{5,000} \$13,000.00	To cover expected expenses in Gen Supplies
2	Oxygen	40.540.14053	\$5,000.00		To cover expected expenses in Equipment
	Equipment (Nursing)	40.540.21097		\$5,000.00	
3					
4	Fuel Oil	40.550.16065	\$56,000.00		To cover expected expenses in On-call LNA salaries
	On-Call LNA Salaries	40.541.10004		\$56,000.00	
5	Fuel Oil	40.550.16065	\$4,300.00		To cover FICA for above transfer
	On-Call FICA	40.541.11010		\$4,300.00	
6					

Ed Purdy 3/19/09
Dept. Head / Date

[Signature] 3/20/09
County Administrator / Date (when applicable)

Alfred R. B... 3/19/09
Commissioner Chair / Date

Executive Finance Committee Chair / Date

To increase budget, you debit the account. To decrease, you credit the account.

MEDICARE							
	February 2008 COMPARE	Feb. 08 AVG. CENSUS	February 2009 ACTUAL	Feb. 09 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	341	12	321	11	364	13	-43
REVENUE	\$170,219.33		\$164,584.59		\$156,520.00		\$8,064.59
AVERAGE RATE PER DAY	\$499.18		\$512.72		\$430.00		\$82.72

PRIVATE							
	February 2008 COMPARE	Feb. 08 AVG. CENSUS	February 2009 ACTUAL	Feb. 09 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	588	21	709	25	532	19	177
REVENUE	\$116,400.00		\$145,675.00		\$109,060.00		\$36,615.00
AVERAGE RATE PER DAY	\$197.96		\$205.47		\$205.00		\$0.47

MEDICAID							
	February 2008 COMPARE	Feb. 08 AVG. CENSUS	February 2009 ACTUAL	Feb. 09 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	2,943	105	2,924	104	2,940	105	-16
REVENUE	\$444,128.13		\$444,652.68		\$443,675.40		\$977.28
AVERAGE RATE PER DAY	\$150.91		\$152.07		\$150.91		\$1.16

HCBC (RESPITE)							
	February 2008 COMPARE	Feb. 08 AVG. CENSUS	February 2009 ACTUAL	Feb. 09 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	0	0		0	0
REVENUE	\$0.00		\$0.00		\$424.66		-\$424.66
AVERAGE RATE PER DAY	\$0.00		\$0.00		\$0.00		\$0.00

MANAGED CARE							
	February 2008 COMPARE	Feb. 08 AVG. CENSUS	February 2009 ACTUAL	Feb. 09 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	0	0	20	1		0	20
REVENUE	\$0.00		\$7,000.00				\$7,000.00
AVERAGE RATE PER DAY	\$0.00		\$350.00				\$350.00

	February 2008 COMPARE	February 2009 ACTUAL	BUDGETED AVG CENSUS
TOTAL CENSUS	3,872	3,974	
AVERAGE CENSUS		138.3	141.9
			137.0

MEDICARE B REVENUE	February 2008 COMPARE	February 2009 ACTUAL	BUDGETED	VARIANCE
	\$28,756.70	\$27,962.99	\$33,436.76	-\$5,473.77

TOTAL MONTHLY REVENUE VARIANCE	\$46,758
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TOTAL REVENUE YTD SURPLUS/SHORTFALL	(\$72,434.00)
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Revenue Review thru 02/28/09

	Budget	243 Days 8 mth Budget	YTD	Variance	
Medicaid	5,783,625	3,850,468	3,784,405	(66,063)	
Private	1,421,675	946,485	1,139,200	192,715	
Insurance	-	-	49,230	49,230	
Respite (HCBC)	5,000	3,329	3,046	(283)	
Medicaid Assess	1,631,068	815,534	826,533	10,999	Based on Qtrly Payment
Medicare Part B (Total)	435,872	290,183	265,420	(24,763)	
Medicare Part A	2,040,350	1,358,370	1,124,101	(234,269)	
Net Variance				(72,434)	
Misc Income	-	-	10,609	10,609	
Laundry	70,000	46,603	40,562	(6,041)	
Cafeteria	12,000	7,989	9,667	1,678	
Meals	371,664	247,437	251,384	3,947	
YTD Variance			7,504,157	(62,241)	

Sullivan County Nursing Home
Quarterly Resident Census

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		MANAGED		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		CARE		DAYS		FILLED	
Jul-08	4836	2898	72.22%	763	19.01%	348	8.67%	4	0.10%	0	0.00%	0	0.00%	4013	82.98%
Aug-08	4836	3096	76.41%	650	16.04%	286	7.06%	12	0.30%	8	0.20%	0	0.00%	4052	83.79%
Sep-08	4680	2976	75.04%	634	15.99%	319	8.04%	1	0.03%	36	0.91%	0	0.00%	3966	84.74%
1ST QUARTER	14,352	8,970	74.56%	2,047	17.01%	953	7.92%	17	0.14%	44	0.37%	0	0.00%	12,031	83.83%
Oct-08	4836	3148	75.82%	623	15.00%	353	8.50%	0	0.00%	28	0.67%	0	0.00%	4152	85.86%
Nov-08	4680	3064	77.45%	633	16.00%	226	5.71%	3	0.08%	30	0.76%	0	0.00%	3956	84.53%
Dec-08	4836	3235	77.10%	717	17.09%	222	5.29%	0	0.00%	22	0.52%	0	0.00%	4196	86.77%
2ND QUARTER	14,352	9,447	76.78%	1,973	16.63%	801	6.50%	3	0.02%	80	0.65%	0	0.00%	12,304	85.73%
Jan-09	4836	3246	76.04%	714	16.73%	309	7.24%	0	0.00%	0	0.00%	0	0.00%	4269	88.28%
Feb-09	4368	2924	73.58%	709	17.84%	321	8.08%	0	0.00%	20	0.50%	0	0.00%	3974	90.98%
Mar-09			#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
3RD QUARTER	9,264	6,170	74.85%	1,475	17.25%	630	7.64%	0	0.00%	20	0.24%	0	0.00%	8,243	89.56%
Apr-09			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
May-09			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
Jun-09			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
4TH QUARTER	0	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!
FY '09 TOTAL	37,908	24,587	75.47%	5,443	16.71%	2,384	7.32%	20	0.06%	144	0.44%	0	0.00%	32,578	85.94%
YTD AVG.		101.2		22.4		9.8								134.1	

RESIDENT CENSUS - FY 08

	TOTAL DAYS	MEDICAID		PRIVATE		SKILLED		HCBC		PRIVATE		LEAVE		TOTAL DAYS	
	AVAILABLE	DAYS		DAYS		DAYS		RESPITE		RESPITE		DAYS		FILLED	
1ST QUARTER	14,352	9,823	80.70%	1,489	12.23%	854	7.02%	6	0.05%	0	0.00%	0	0.00%	12,172	84.81%
2ND QUARTER	14,352	9,273	75.43%	1,560	12.69%	1,435	11.67%	9	0.07%	0	0.00%	3	0.02%	12,293	85.65%
3RD QUARTER	14,040	9,231	76.08%	1,821	15.01%	1,081	8.91%	0	0.00%	0	0.00%	0	0.05%	12,133	86.42%
4TH QUARTER	14,196	8,761	74.11%	2,054	17.38%	986	8.34%	20	0.17%	0	0.25%	0	0.00%	11,821	83.27%
FY '08 TOTAL	57,096	37,088	76.60%	6,924	14.30%	4356	9.00%	35	0.07%	0	0.06%	3	0.02%	48,419	84.80%
AVGERAGE		101.6		19.0		11.9								132.7	

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

	Feb 2009	Jan 2009	Dec 2008	Nov 2008	Oct 2008	Sep 2008	Aug 2008	Jul 2008	Jun 2008	May 2008	Apr 2008	Mar 2008	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	17	16	13	11	14	12	14	15	11	12	11	13	159	33
MCR # Admits & Readmits	5	10	6	7	8	8	7	8	6	9	5	9	88	15
MCR # Discharges from facility	1	4	2	2	3	6	3	2	3	2	4	4	36	5
MCR Discharged LOS	14.0	35.0	25.0	53.5	15.3	30.5	12.3	9.0	45.3	51.5	36.8	24.3	29.9	30.8
MCR # End or A/R Change	8	3	2	6	3	5	5	7	2	4	5	3	53	11
MCR End or A/R Change LOS	36.9	26.0	65.5	51.2	63.7	42.2	65.0	55.4	41.0	52.0	77.2	39.7	51.3	33.9
Total Average MCR LOS	34.3	31.1	45.3	51.8	39.5	35.8	45.3	45.1	43.6	51.8	59.2	30.9	42.7	32.9
Total MCR Days	321	309	222	226	353	319	286	348	306	328	300	340	3658	630
Rehab RUGs	309	263	204	207	299	269	244	268	254	316	265	324	3222	572
% of Total MCR Days	96%	85%	92%	92%	85%	85%	86%	77%	83%	96%	88%	95%	88%	91%
Non-Rehab RUGs	12	46	18	19	54	46	41	80	52	12	35	16	431	58
% of Total MCR Days	4%	15%	8%	8%	15%	15%	14%	23%	17%	4%	12%	5%	12%	9%
Default Days														
% of Total MCR Days														
A ADL (low dependency)	53	42	50	59	77	81	77	53	43	78	101	92	806	95
% of Total MCR Days	17%	14%	23%	26%	22%	26%	27%	15%	14%	24%	34%	27%	22%	15%
B ADL (medium dependency)	202	214	165	104	167	150	79	125	31	52	91	64	1444	416
% of Total MCR Days	63%	69%	74%	46%	47%	48%	28%	36%	10%	16%	30%	19%	40%	66%
C ADL (high dependency)	66	53	7	63	109	84	129	170	232	198	108	184	1403	119
% of Total MCR Days	21%	17%	3%	28%	31%	27%	45%	49%	76%	60%	36%	54%	38%	19%
Medicare Net Revenue	\$ 164,585	\$ 146,885	\$ 110,110	\$ 118,325	\$ 173,813	\$ 140,739	\$ 127,743	\$ 158,726	\$ 142,666	\$ 155,864	\$ 140,232	\$ 175,900	\$ 1,755,587	\$ 311,469

Note: This report includes only the selection criteria listed below.
Effective Date From 2/1/2009 Thru 2/28/2009

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

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<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Expired		4
Home	5	3
Hospital	10	7
Nursing Home	2	1
<i>Total</i>	<u>17</u>	<u>15</u>

Note: This report includes only the selection criteria listed below.
 Effective Date From 2/1/2009 Thru 2/28/2009

APPENDIX E.6.

Summary Admission / Discharge List

Sullivan County Health Care (SC)

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 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
INS	Home	1	—
	<i>INS Subtotal</i>	<u>1</u>	<u>—</u>
MCD	Expired		2
	Home	3	2
	Hospital	5	7
	Nursing Home	1	
	<i>MCD Subtotal</i>	<u>9</u>	<u>11</u>
MRA	Home		1
	Hospital	5	
	<i>MRA Subtotal</i>	<u>5</u>	<u>1</u>
PVT	Expired		2
	Home	1	
	Nursing Home	1	1
	<i>PVT Subtotal</i>	<u>2</u>	<u>3</u>
<i>Total</i>		<u>17</u>	<u>15</u>

Note: This report includes only the selection criteria listed below.
Effective Date From 7/1/2008 Thru 2/28/2009

Summary Admission / Discharge List

Sullivan County Health Care (SC)

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<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Discharges</i>
HCB	Home	4	3
	Hospital		1
	<i>HCB Subtotal</i>	<u>4</u>	<u>4</u>
INS	Acute care hospital	3	
	Expired		1
	Home	1	2
	Hospital	2	2
	<i>INS Subtotal</i>	<u>6</u>	<u>5</u>
MCD	Unknown	1	1
	Acute care hospital	1	
	Assisted Living	1	1
	Expired		12
	Home	7	5
	Hospital	14	27
	Nursing Home	3	1
	Psychiatric hospital	1	
<i>MCD Subtotal</i>	<u>28</u>	<u>47</u>	
MRA	Unknown		2
	Acute care hospital	5	
	Expired		2
	Home	1	10
	Hospital	52	10
	Nursing Home	1	1
<i>MRA Subtotal</i>	<u>59</u>	<u>25</u>	
PVT	Unknown		1
	Assisted Living	2	
	Expired		6
	Home	6	6
	Hospital	1	2
	Nursing home	5	1
	Private home/apartme	1	
<i>PVT Subtotal</i>	<u>15</u>	<u>16</u>	
<i>Total</i>		<u>112</u>	<u>97</u>

Note: This report includes only the selection criteria listed below.
Effective Date From 7/1/2008 Thru 2/28/2009

APPENDIX E.8.

Summary Admission / Discharge List Totals

Sullivan County Health Care (SC)

Page 1 of 1
03/10/2009 2:31 PM
RI6300C

<i>Total From/To</i>	<i>Admissions</i>	<i>Discharges</i>
Unknown	1	4
Acute care hospital	9	
Assisted Living	3	1
Expired		21
Home	19	26
Hospital	69	42
Nursing home	5	1
Nursing Home	4	2
Private home/apartme	1	
Psychiatric hospital	1	
<i>Total</i>	<u>112</u>	<u>97</u>

Month-end Aged Analysis
 Sullivan County Health Care (SC)
 For the Month of Feb, 2009

Resident (Res #)(Discharge Date)

Type Balance	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	Feb	Balance
Totals:	581,982.01	220,542.16	51,336.68	57,372.75	48,114.55	120,935.24	28,950.71	27,267.46	64,905.78	65,747.52	54,906.98	31,868.75	495,160.94	1,849,091.53
Aged Analysis Summary														
HCB				160.32-		160.32	320.64-	841.28	1,282.56				514.50	2,117.70
INS	18,307.75	13,348.03	11,421.13	15,857.95	19,045.27	19,131.86	3,958.45	3,345.70	2,578.96	8,447.25	16,890.96	8,535.37	99,638.40	240,507.08
MCD	351,414.33	36,927.86	27,081.23	14,259.51	13,109.58	17,487.95	15,946.10	8,124.36	9,253.49	13,796.20	11,936.04	10,926.23	115,636.01	645,898.89
MCP														
MRA	139,620.09	115,645.58	5,937.15	128.00-	384.00-	2,511.65	6,527.59	2,090.85	7,021.57	14,932.49	5,820.13	953.07	38,184.63	338,732.80
MRB	22,606.47	30,574.16	4,450.65	4,957.22	5,381.54	21,068.93	14,059.16	9,727.77	11,110.48	15,196.24	12,558.82	11,493.99	112,524.08	275,709.51
MXA	10,610.06	13,477.64	5,320.00	3,072.00	5,241.14	10,956.42	10,069.36	10,013.63	11,535.85	6,346.04	1,792.00	1,516.64	78,491.15	168,441.93
MXB	1,146.22	1,501.26	1,340.87-	1,330.56	1,291.96	3,025.03	533.74	5.07	570.90-	311.71	1,784.10	2,095.55	19,672.88	30,786.31
PVT	12,882.96	7,327.39-	2,219.37-	8,241.27	4,626.00	40,776.00	155.11-	4,408.95-	22,647.84	4,047.90	8,636.60	436.49-	33,938.25	121,249.51
RES	24,680.76	16,313.24	479.86	9,216.16	196.94-	5,817.08	21,667.94-	2,272.25-	45.93	2,669.69	4,511.67-	3,215.61-	3,063.96-	24,294.35
PHC													375.00-	375.00-
HST	713.37	81.78	206.90	726.40										1,728.45
Totals:	581,982.01	220,542.16	51,336.68	57,372.75	48,114.55	120,935.24	28,950.71	27,267.46	64,905.78	65,747.52	54,906.98	31,868.75	495,160.94	1,849,091.53
	31.47%	11.93%	2.78%	3.10%	2.60%	6.54%	1.57%	1.47%	3.51%	3.56%	2.97%	1.72%	26.78%	100.00%

To: Supt. Cunningham
 From: Lt. Roberts
 Ref: population Breakdown

Thursday March 19, 2009

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody
Male - 32	Male - 34	Male - 0
Female - 9	Female - 4	Female - 0

THU- Included in the total of HOC male inmates above

Male- 15
 Female- 0

Total Population (In House) - 79 **Total Population March 19, 2008 (in House) 94**

Home Confinement/EM	Weekender	Merr County
Male - 5	Male - 2	Male- 4
Female - 3	Female - 1	Female- 3
NHSP/SPU	Grafton County	Cheshire County
	Admin Transfer	Admin Transfer
Male - 7	Male - 2	Male - 2
Female - 1	Female - 2	Female - 1
Hillsborough County	Phoenix House/Farn/frien	Strafford Cnty
Admin Transfer		
Male - 4	Male - 2	Male- 1
Female - 0	Female - 0	Female- 0
Belknap County	Carroll County	DHMC
Male- 0	Male- 1	Male- 0
Female- 0	Female- 0	Female- 1
Total Census - 118	Total Census March 19, 2008- 116	

Temp Hold for other jurisdictions- Included in the above in house Total population

NHSP	Merrimack County	Carroll County	Cheshire
Male- 1	Male- 0	Male- 0	Male- 0
Female- 0	Female- 0	Female-0	Female-0

Pre-Trial Services- 21
 Male- 11
 Female- 10



INMATE TELEPHONE AGREEMENT

This Inmate Telephone Agreement (the "Agreement") is made as of the 1st day of April, 2009, by and between the Sullivan County Department of Corrections (the "County") and Public Communications Services, Inc. ("PCS").

1. Utilization of Facility. The County, for and in consideration of the payment of the Commission (as hereinafter defined) and the services to be provided by PCS, grants to PCS the exclusive right and license to install and maintain an Inmate Telephone System and inter-related hardware and software, inmate pay telephones and inter-related equipment (collectively, the "Equipment") within all facilities owned, operated, or controlled by the County (collectively, the "Facility") during the Term of this Agreement, and hereby leases the Facility to PCS for that purpose, upon the terms and conditions set forth in this Agreement.

During the Term of this Agreement, PCS shall have the right, from time to time, to replace any portions of the Equipment installed at the Facility, or to increase or decrease the number of items of Equipment within the Facility as is mutually agreed upon by the County and PCS. The County shall provide appropriate locations within the living quarters and day rooms of the Facility for installation of the Equipment, to insure that inmates within the Facility have ready access to the Equipment to allow maximum daily usage thereof. The County agrees not to take any action of any kind that would adversely affect the inmates' accessibility to the Equipment and usage thereof, other than as required for the security and operation of the Facility.

2. Compensation. In consideration of the right to install and operate the Equipment within the Facility, PCS agrees to pay the County:

- 30% commission of gross billed revenue on **ALL** completed collect calls;
- 30% commission on debit and pre-paid revenue on **ALL** completed calls (together with the sums paid for the completed collect calls, the "Commission"); and
- A technology grant in the amount of total amount of \$202,763.00, payable as follows:
 - Within thirty days of the execution of this Agreement by all parties, the sum of \$172,603.00;
 - Within thirty days of the first anniversary date of this Agreement, the sum of \$15,080.00;
 - Within thirty days of the second anniversary date of this Agreement, the sum of \$15,080.00.

County agrees that, if this Agreement terminates for any reason prior to the expiration of the Term (the "Early Termination Date"), then County shall, within thirty days of the Early Termination Date, pay to PCS the sum of \$5,632.00 multiplied by the number of months remaining in the Term after the Early Termination Date. Any partial remaining month shall be calculated on a pro rata basis and added to the total payment then due.

Gross billable calls are defined as all of the completed billable calls with no deductions. The Commission shall be paid by PCS to the County on a monthly basis, as set forth in Section 3 below.

3. Payment and Accounting. PCS agrees to pay the County the Commission on a monthly basis, but in no event later than forty five (45) days following the month in which the commissionable revenue was generated from the Equipment during the Term of this Agreement. With each payment, PCS shall send a statement to County setting forth the current Commission due to County and the basis

for such Commission, Other than the foregoing Commission and Technology Grant, County shall not be entitled to receive any other fees or remuneration in connection with this Agreement or the services provided by PCS. All commission payments shall be final and binding upon the County unless written objection thereto is received by PCS within thirty days of mailing of the commission payment to County by PCS.

4. **Licenses.** All licenses required by any state, county, city or other governmental authority shall be secured by PCS, at its sole cost and expense.

5. **Title to Equipment.** During the term of this Agreement, the Equipment installed in the Facility, or utilized pursuant to this Agreement, shall remain the sole and exclusive property of PCS.

6. **Maintenance and Repair.** During the term of this Agreement, PCS shall repair and maintain the Equipment in good operating condition, including without limitation, furnishing all parts and labor, at its sole cost and expense. PCS will provide continuing and ongoing maintenance to the Equipment at its sole cost and expense, and all such maintenance services will be conducted in a timely manner. The County shall permit employees or contractors of PCS reasonable access to the Facility at all times, in order to service, repair and maintain the Equipment. The County shall notify PCS in writing of any misuse, destruction, damage or vandalism to the Equipment, as soon as practicable after ascertaining same.

7. **Liability.** In no event shall the County be liable for any damage or destruction to any item of the Equipment.

8. **Term of Agreement.** The term of this Agreement shall be from July 1, 2009, to June 30, 2012 (the "Term"), during which time this Agreement shall remain in full force and effect. After the expiration of the Term, the Agreement shall automatically renew for successive one-year terms (each, a "Renewal Term"), upon the same terms and conditions as set forth herein, unless either party provides written notice of its intent not to renew the Agreement to the other party not less than ninety (90) days prior to the end of the initial Term or any subsequent Renewal Term. If, because of strikes, riots, wars, an Act of God or any other extraordinary emergency reason, business operations at the Facility are interrupted for periods of time other than as is customary for operations conducted at the Facility, the expiration of the Term of this Agreement shall be extended for a period of time equal to the period of such extraordinary interruption or stoppage of business operations.

9. **Event of Default. Termination of Agreement.** In the event either party defaults in the performance of any of its obligations under this Agreement, the non-defaulting party shall give the defaulting party written notice of default setting forth with specificity the nature of the event of default. In the event the defaulting party fails to cure such event of default within thirty days from receipt of said notice of default, the non-defaulting party shall have the right to terminate this Agreement and pursue all other remedies available to the non-defaulting party, either at law or in equity. If the performance of this Agreement or any obligation hereunder, is interfered with by reason of any circumstances beyond the reasonable control of the parties, including without limitation, fire, explosion, riots, civil unrest, power failures, injunctions, or acts of God, then the party affected shall be excused from such performance on a day-to-day basis to the extent of such interference, provided the party so affected shall use reasonable efforts to remove such causes of non-performance. In the event any governmental act, law, tariff or regulation prevents PCS from providing services, or such governmental act, law, tariff or regulation makes continuation of this Agreement impractical for economic reasons or otherwise, then PCS, at its sole discretion, may terminate this Agreement without liability. In the event of a termination of this Agreement for any reason, the County agrees to allow PCS access to the facility in order to remove the Equipment. PCS agrees to remove the Equipment within thirty days after termination of this Agreement.

10. Authority. Each party to this Agreement warrants and represents that they have the unrestricted right and requisite authority to enter into and execute this Agreement, to bind the respective party, and to authorize the installation and operation of the Equipment.

11. Miscellaneous.

A. Any notice to be given hereunder shall be in writing and shall be delivered by certified mail, postage prepaid, return receipt requested, addressed to the respective addresses of the parties set forth below, and all such notices shall be deemed received when delivered in the manner set forth above

If to PCS: Tommie Joe, President
Public Communications Services, Inc.
11859 Wilshire Boulevard, Suite 600
Los Angeles, CA 90025
Tel: 310-954-5489 Fax: 310-954-2155

With a copy to: George McNitt, Director of Development and Technical Services
Public Communications Services, Inc.
1103 Keller Parkway, Ste. 106, Keller, TX 75248
Tel: 817-741-1846 Fax: 817-741-1874

If to County : Ross L. Cunningham, Superintendent
Sullivan County Department of Corrections
103 County Farm Rd.
Claremont, NH 03743
Tel: _____ Fax: _____

- B. This Agreement shall be construed under and is enforceable under the laws of the State of California.
- C. No waiver by either party of any event of default under this Agreement shall operate as a waiver of any subsequent default under the terms of this Agreement.
- D. If any provision of this Agreement is held to be invalid or unenforceable, the validity or enforceability of the other provisions shall remain unaffected.
- E. This Agreement shall be binding upon and inure to the benefit of PCS and the County, and their respective successors and assigns.
- F. This Agreement may be executed in counterparts, each of which shall be fully effective as an original, and all of which together shall constitute one and the same instrument. This Agreement constitutes the entire agreement of the parties. The rights and obligations of the parties shall be determined solely from the terms of this Agreement and any prior or contemporaneous oral agreements are superseded by and merged into this Agreement. **This Agreement cannot be varied or modified orally and can only be varied or modified by a written instrument signed by all parties.**

EXECUTED by the parties as of the date and year written under their respective signature blocks.

Public Communications Services, Inc.

**Sullivan County Department of
Corrections**

By: _____

By: _____

Name: **Tommie E. Joe**

Name: _____

Title: **President & COO**

Title: _____

Date: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

AGREEMENT

This agreement, (the "Agreement") made this 12th day of March, 2009 between Sullivan County Department of Corrections, hereinafter called the "Jail" and Westwood Pharmacy, hereinafter called the "Pharmacy".

- 1) The Pharmacy shall provide professional pharmacy services to the satisfaction of the Jail, which include all labor, materials, equipment (including medication carts, fax machines, and barcode scanners, all of which remain the property of Pharmacy, and will be replaced through ordinary wear and tear when necessary by Pharmacy), and supervision necessary, hereinafter call the "Services".
- 2) In consideration of the Services, which the Jail may inspect, the Jail promises and agrees to pay the Pharmacy within thirty (30) days after receipt of an invoice.
- 3) The estimated cost comparison presented by the Pharmacy, which was forty percent (40%), was completed in February 2009, and such cost comparison is attached to this Agreement. Pharmacy does not represent a reduction in the pharmacy expenditures as related on the estimated cost comparison by reason of the fact that there are variables beyond its control, which include but are not limited to, an increase in Jail population, illnesses amongst the inmate population and physician prescribing habits.
- 4) This Agreement is in effect from April 27th, 2009 until April 27th, 2010 (the "Term"). The Jail reserves the option of extending this Agreement for two (2) additional years under the same terms. Either party may terminate this Agreement with material cause, upon fifteen (15) days written notice. Such notice shall set forth the material cause, and the other party shall have ten (10) days to remedy the same. If such remedy is not forthcoming, then fifteen (15) days after written notice this Agreement shall terminate.

FIRM: Westwood Pharmacy

Sullivan County DOC

ADDRESS: 5823 Patterson Avenue
Richmond, VA 23226

103 County Farm Rd.
Unity, NH

NAME: _____
Hunter Hoggatt
TITLE: VP/National Account Manager

By: _____

Westwood Pharmacy



Westwood Pharmacy

- Over 50 years in the Pharmacy Industry
- Providing pharmacy services to approximately 60 jails across the country.
- One of the fastest growing correctional pharmacy companies in the country.
- North – New Hampshire
- West – Utah
- South- Texas/Florida

Experience

- Providing Pharmacy services in 9 different states.
- One of the largest independent pharmacies on the East Coast
- RN's, Pharm D.'s, and Physicians
- Complete line of medical supplies

Exceptional Service

- Assist with NCCHC & ACA accreditation
- 24 hour availability
- In-service training
- Face-to-face meetings on demand
- Smooth Transition Process
- Personal Account Manager

Exceptional Service - Delivery

- Very late "Cut-off Times" (For all refill and new orders)
- We will deliver 6 days a week.
- We will contract with a Local Hospital and Local Pharmacy in case of an immediate emergency.

Exceptional Service - Reporting

- Monthly utilization reports
- Ability to compare trends to other jails across the country.
- Formulary Reports
 - Identify where spending occurs
 - Identify outliers
 - Suggested therapeutic substitutions
- Customized reporting available
 - Any report requested
 - Usually <24 hour turnaround

Containing Cost

- Bulk purchases result in discounts passed on to your facility.
- Identify areas of high utilization and suggest cost effective alternatives.
- Identify high cost inmates through a variety of reports.

Containing Cost- Cont.

- 100% credit on medication returned.
- Notify the facility in advance of price increases or decreases. (I.E. Brand going Gen)
- We notify medical department of any orders too soon to be refilled.

Technology Initiatives (cont)

The screenshot shows a Microsoft Internet Explorer browser window displaying a website for a pharmacy. The browser's address bar shows the URL <http://192.168.0.253/Comm>. The website header includes the text "About Internet Explorer" and "Wood Pharmacy". Below the header is a navigation menu with the following items: Home, Patient File, Print Forms, Orders, Clinical Data, Pharmacy, and Medical References. The main content area features a central graphic of a stethoscope with an "Rx" symbol. Surrounding this graphic are six circular icons, each with a corresponding label: Patient File, Print Forms, Orders, Clinical Data, Pharmacy, and Medical References. At the bottom of the browser window, the status bar displays the text "©2002 - 07, J M Smith Corporation. Powered by QS/1". The Windows taskbar at the bottom of the screen shows the Start button and several open applications: Microsoft Outlook, Microsoft PowerPoint, and the current browser window. The system tray on the right indicates the time as 8:48 AM.

Add Patient Using WebConnect

MSN WebConnect - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Print

Address http://192.168.0.253/Common/WithFrame.htm Go Links

Go Bookmarks PageRank 3263 blocked Check AutoLink AutoFill Send to Settings

 **Westwood Pharmacy** Logout Help Save Refresh Print

Home Patient File Print Forms Orders Clinical Data Pharmacy Medical References

Add Patient

*Facility: HENRICO JAIL WEST..

*Room:

*Last Name: *First: MI: Title:

Med Rec #:

Admit #:

Birth Date: Format: MM/DD/YYYY

*Sex: M F

Admit Date: 07/26/07 Format: MM/DD/YY

Doctor: [Find Doctor](#)

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Powered by QS/1

Done Internet

Start InBox - Microsoft Outlook Roanoke County - Micros... Document1 - Microsoft ... Microsoft PowerPoint - L... MSN WebConnect - M... 8:50 AM

Profile Check Using WebConnect

Q5/1 WebConnect - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Home

Address http://192.168.0.253/Common/WithFrame.htm Go Links

Go Back Forward Stop Search Favorites Home Bookmarks PageRank 3263 blocked Check AutoLink AutoFill Send to Settings

Westwood Pharmacy Logout Help Printer Friendly Print

Home Patient File Print Forms Orders Clinical Data Pharmacy Medical References

Patient Info Payment Info Allergies Medical Condition ADT Ancillary Medication Profile New Order

Medication Profile Patient: TEST, PATIENT Room: 200

Drug Interactions Note to Pharmacy Create Med Sheet Add Refills to Queue Delivery Status

Results Shown: 1-3

Medication	Strength	Quantity	Start Date	End Date	Check	Refills	When	Print
SERTRALINE 100MG	PO 30.0000 TAB	07/17/07	08/17/07					
SIG: USE AS DIRECTED		Last Fill Date: 07/17/07						
RX: 06225851								
ACCUPRIL 10MG TABLET	PO 30.0000 TAB	11/22/06	12/23/06					
SIG: TAKE 1 TAB BY MOUTH 2 TIMES A DAY		Last Fill Date: 00/00/00						
RX: 06168525								

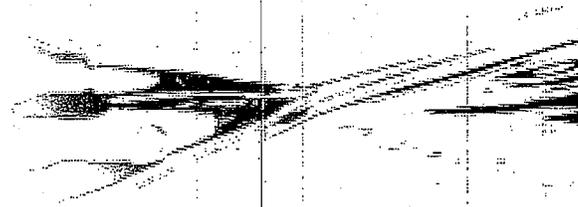
©2002 - 07, J M Smith Corporation. Powered by Q5/1

Start Inbox - Microsoft Outlook Roanoke County - Micros... Document1 - Microsoft... Microsoft PowerPoint - L... Q5/1 WebConnect - M... Internet 8:52 AM

Technology Initiatives (cont)

- Crystal Reports

crystal reports



Why Choose Westwood?

- Strong Experience
- Very Competitive Pricing (estimated 40% savings)
- Superior Customer Service
- Our Technology
 - Saves Time
 - Less Paper



Cumulative Reports - Sample Facility



January 2008

Top 50 Meds by Spending

	Total
FLUOXETINE 20MG CAPSULE	
HALOPERIDOL DEC 100MG/ML VL	
AZITHROMYCIN 250MG TAB	
AMITRIPTYLINE 100MG TABLET	
HALOPERIDOL 5MG TABLET	
AMITRIPTYLINE HCL 50MG	
CLONIDINE 0.2MG TAB	
HALOPERIDOL 2MG TABLET	
TRAZODONE 100MG TABLET	
TOPAMAX 100MG TAB	
AMLODIPINE BESYLATE 10MG	
DIPHENHYDRAMINE 50MG CAP	
HYDROCODONE/APAP 7.5/500	
BENZTROPINE MES 1MG TABLET	
TRAZADONE 150MG TABLET	
REYATAZ 150MG CAPSULE	
LOVASTATIN 40MG TABLETS	
ACYCLOVIR 800MG TABLET	
PHENYTEK 300MG CAPSULE	
HALOPERIDOL 10MG TABLET	
HALOPERIDOL 1MG	
PLAVIX 75MG TABLET	
LEVAQUIN 500MG TABLET	
SULFAMETH/TMP DS 800-160	
RANITIDINE 150MG TABLET	
HALOPERIDOL 20MG TABLET	
BICILLIN L-A 2,400,000U	
TOPAMAX 25MG TAB	
GLYBURIDE 5MG TAB	
PROPOXY-N/APAP 100/650	
LISINAPRIL 10MG TABLET	
BENZTROPINE MES 2MG TAB	
SOTALOL 80MG TABLET	
BUSPIRONE HCL 15MG TABLET	
CHLORPROMAZINE 100MG TAB	

Top 50 Meds by Utilization

	Total
ACETAMINOPHEN 325MG TAB	5,309.00
FLUOXETINE 20MG CAPSULE	1,954.00
DIPHENHYDRAMINE 50MG CAP	1,841.00
RANITIDINE 150MG TABLET	1,260.00
BENZTROPINE MES 1MG TABLET	1,170.00
CLONIDINE 0.2MG TAB	1,160.00
SULFAMETH/TMP DS 800-160	1,042.00
AMITRIPTYLINE HCL 50MG	928.00
AMOXICILLIN 500MG CAP	922.00
IBUPROFEN 800MG TABLET	894.00
HALOPERIDOL 2MG TABLET	877.00
HCTZ 25MG TABLET	874.00
NAPROXEN SODIUM 220MG TAB	872.00
HALOPERIDOL 5MG TABLET	810.00
TRAZODONE 100MG TABLET	700.00
AMITRIPTYLINE 100MG TABLET	630.00
ACETAMINOPHEN 500MG CAPLET	592.00
HYDROCODONE/APAP 7.5/500	536.00
AMITRIPTYLINE 50MG TABLET	510.00
HALOPERIDOL 1MG	510.00
BENZTROPINE MES 2MG TAB	480.00
CHLORHEXIDINE 0.12% RINS	473.00
MICONAZOLE 2% VAG CR 45GM	405.00
IBUPROFEN 400MG TABLET	382.00
ACETAMINOPHEN/COD ELIXIR	360.00
PHENYTOIN SOD EXT 100MG CAF	360.00
DIPHENHYDRAMINE 25MG CAPS	328.00
PREDNISONE 10MG TABLET	324.00
DIAZEPAM 5MG TABLET	296.00
IBUPROFEN 600MG TABLET	270.00
METOPROLOL 50MG TABLET	246.00
CARBAMAZEPINE 200 MG TAB	240.00

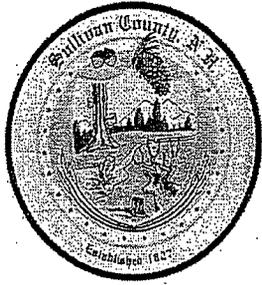
	Total
CARVEDILOL 3.125MG	
METOPROLOL 50MG TABLET	
HCTZ 25MG TABLET	
LORAZEPAM 1MG TABLET	
HYDROXYZINE HCL 50MG TABLET	
ACETAMINOPHEN 325MG TAB	
MICONAZOLE 2% VAG CR 45GM	
PHENYTOIN SOD EXT 100MG CAF	
ATROVENT INHALER	
METRONIDAZOLE 500MG TABLET	
ISOSORBIDE MONO 60MG ER	
NAPROXEN SODIUM 220MG TAB	
IBUPROFEN 800MG TABLET	
DOXYCYCLINE 100MG CAPSULE	
NEO/POLYMYXIN/HC EAR SUSP	

	Total
GLYBURIDE 5MG TAB	240.00
PROPOXY-N/APAP 100/650	230.00
LISINAPRIL 10MG TABLET	225.00
PSEUDOEPHEDRINE 60MG TAB	224.00
DIAZEPAM 10MG TABLET	210.00
DOCUSATE SOD 100MGCAP	200.00
AMLODIPINE BESYLATE 10MG	196.00
PREDNISONE 10 MG TABLET	185.00
ASPIRIN 81MG TABLET EC	180.00
CHLORPROMAZINE 100MG TAB	180.00
HYDROXYZINE PAM 50MG CAP	180.00
TRAZADONE 150MG TABLET	180.00
CALCIUM/VITAMIND	150.00
HALOPERIDOL 10MG TABLET	150.00
LORAZEPAM 1MG TABLET	150.00
METOPROLOL 25MG TABLET	150.00
PHENYTEK 300MG CAPSULE	150.00
PRENATAL VITAMINS OTC	150.00

Top 20 Most Expensive Inmates

	Total
	\$701.51
	\$477.02
	\$466.66
	\$450.50
	\$436.65
	\$412.02
	\$332.77
	\$276.11
	\$249.69
	\$193.96
	\$184.03
	\$168.65
	\$166.87

Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743



Intra-Department Memorandum

From: L. Keefe Date: 3/10/09
Subject: Pharmacy At: DOC
To: Supt. Cunningham

Nurse Lady and I contacted local pharmacies in preparation of finding an alternate source to use to provide inmate pharmacy.

The difficulties in using a local pharmacy versus a larger entity is the local pharmacy does not have the volume to purchase in bulk, therefore the costs of the medications are higher.

The local pharmacy would not provide equipment such as the med cart, fax machine, online ordering/ inmate file software, etc.

The local pharmacy would not provide printed MAR sheets for each inmate. This means that once a month, the nurse would have to spend at least an 8 hour shift hand writing all orders to the MAR sheets for each inmate.

Lori