



Office of Commissioners

BELKNAP COUNTY
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To: Board of Commissioners
From: Debra Shackett, County Administrator
Date: November 5, 2020
Re: Ratification of vote on Mandated Overtime Policy

I want to clarify the process and timeline regarding your ratification of the recommended overtime policy for part-time nursing employees.

On Monday, August 17th, at 9:54 am I sent an email correspondence to each member of the Board, asking if you would respond to me with your vote on the attached policy so that your vote could be ratified at your next public meeting (8/27/20). The policy was attached to the email, and the document stated that the effective date would be 8/14/20.

Each of you responded, non-sequentially, to me with your approval of the policy on the same day, 8/17/20.

Upon receiving indication from each member of the Board that they approved of the policy, I indicated to the Nursing Home Administrator that it was ok to notify employees of the policy.

At the Commission meeting on 8/27/20, the Board reviewed the policy and ratified its vote of approval in public.

The policy has been applied once as of today's date. An employee was mandated to stay and work another shift on Sunday, 8/23/20.

The statute regarding open meetings, NH RSA 91-A:2-a, does not appear to have been violated because there was no communication between Board members outside of a public, posted, meeting and the communication between the County Administrator and the individual members of the Board was not sequential.