

**MINUTES**  
**BOARD OF MANAGERS MEETING**  
**APRIL 21, 2014**

**PRESENT:** Robert Wyman – Chairman (American Legion); Junious Owens, Secretary (Disabled American Veterans); Richard L. Murphy (Marine Corps League); Paul J. Lloyd (Veterans of Foreign Wars); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Irene Lewis (American Legion Auxiliary); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); Maurice Anderson (Dept. Commander – American Legion); Benjamin Saxon (Dept. Commander – Disabled American Veterans); and Margaret “Peggy” LaBrecque (Commandant).  
**Excused:** James Golden (Dept. Commander – Veterans of Foreign Wars). **Guests:** Lewis A. Chipola (NH VFW State Jr. Vice Commander); Melissa Milione (NHVH Director of Administrative Services); Roger Paris (President – NHVH Resident Council); Rachel K. Miller (Chief Deputy State Treasurer); Erin Zayac (Senior Treasury Analyst - State of New Hampshire Treasury); Michelle Pelletier (Assistant Director of Nursing/LEDU Program Manager); Thomas Heald (Tarr Units Program Manager); Len Stuart (NHVH Program Information Officer); Mary Morin (Director – State Office of Veterans Services); Carter Higginbotham (Veterans Service Officer, State Office of Veterans Services); Rep. Howard Moffett; Rep. Lorrie Carey; Maureen Timmins (Loudon constituent and wife of a retired veteran), and Al Armstrong (NHVH Resident).

**\*CALL TO ORDER:**

The Board of Managers Meeting of April 21, 2014, was called to order at 9:00 a.m. by Robert Wyman – Chairman. Attendees present were led in the Pledge of Allegiance and prayer by Lewis Chipola in the absence of James Golden, Chaplain for the Board of Managers.

**\*WELCOME NEW BOARD MEMBER:**

Commandant LaBrecque welcomed new Board Member, Madeline Dreusicke, representing the Veterans of Foreign Wars Auxiliary (two year appointment).

**\*APPROVAL OF MINUTES – JANUARY 27, 2014:**

The Minutes of the Board of Managers Meeting of January 27, 2014 were reviewed and discussed. Motion was made by Paul Lloyd, seconded by Junious Owens, to accept the minutes. M/C

**\*COMMUNICATIONS:**

There was no communication to the Board during the past quarter.

**\*CUSTODIAL FUND INVESTMENTS:**

Rachel K. Miller, Chief Deputy State Treasurer, presented the Quarterly Performance Reviews for the Members’ Administration and Benefit Fund Accounts for the quarter ending March 31, 2014.

**\*PUBLIC HEARING:**

Pursuant to Ve-H 205 – Ve-H 216, Sylvia Columbia and other interested parties were invited to attend today’s meeting for members of the Board of Managers to review her appeal for admission to the Veterans Home. Mrs. Columbia was unable to attend the meeting. Commandant LaBrecque; Michelle Pelletier - Assistant Director of Nursing/LEDU Program Manager, and Thomas Heald - Tarr Units Program Manager, discussed Mrs. Columbia’s denial. After discussion and consideration, motion was made Paul Lloyd, seconded by Richard Murphy, to uphold the decision of the Commandant and the Home’s Admissions Committee to deny Mrs. Columbia’s candidacy for admission at this time. M/C.

**\*CENSUS UPDATE:**

Eighteen residents were admitted to the New Hampshire Veterans Home during the quarter of January 1, 2014 – March 31, 2014. The average age of those residents admitted this quarter was 81.5 years. All of the residents admitted have multiple diagnoses.

**\*BUDGET UPDATE:**

Melissa Milione, Director of Administrative Services, presented an update of the Home's operating and capital budgets for FY 2014/15.

**\*ADMINISTRATION AND BENEFIT FUND ACCOUNTS REPORTS:**

- QUARTERLY REPORT (January 1, 2014 – March 31, 2014): Melissa Milione presented and explained the Administration and Benefit Fund Accounts Quarterly Report for the period of January 1, 2014 – March 31, 2014. Motion was made by Raymond Goulet, seconded by Benjamin Saxon, to accept this report as presented. M/C.

- PROJECTED BUDGET (July 1, 2014 – September 30, 2014): Mrs. Milione presented and explained the projected Benefit Fund Budget for the period of July 1, 2014 – September 30, 2014. Motion was made by Paul Lloyd, seconded by Raymond Goulet, to accept this report as presented. M/C.

**\*CAPITAL PROJECTS REPORT:**

Commandant LaBrecque provided an update on the New Hampshire Veterans Home's efforts to date concerning capital projects and operational highlights. The Department of Veterans Affairs has conditionally approved our application for Federal assistance toward the cost to upgrade the electronic medical records system. A vendor has been selected and DoIT scheduled live presentations on the product on March 27, 2014. A follow-up phone Conference Call was held on April 1, 2014 to answer questions and concerns of the Home and DoIT. The Home is seeking the support of the Governor's Office and Department of Administrative Services before moving forward on this project. The second project is the equipment upgrades which has been approved by the State of New Hampshire. The Home has requested the federal government's conditional approval of this project.

**\*VA SURVEY:**

The Manchester VA Medical Center conducted their annual survey to determine compliance with VA standards. The survey team arrived on April 15 and completed their review on April 17. The Survey process changed in 2010 in that the Department of Veterans Affairs now contracts out the process with Ascellon Corporation, a company that has been conducting long-term care surveys for over ten years. The Survey Team was comprised of four staff from the Manchester VA Medical Center and six staff from Ascellon Corporation. The members of the Survey Team were very impressed with our facility, the care given to our residents, and the positive attitudes of our staff. A report of their findings will be forthcoming, and I will share these results with the Board, Governor and other state agencies as required.

**\*PROPOSED LEGISLATION:**

- **HB 1136** *establishing a committee to study the laws relating to the New Hampshire Veterans Home:* Hearing before the Senate Executive Departments and Administration Committee, Room 100 – State House on Wednesday, April 23, 2014 at 9:00 a.m.

- **HB 1396** *relative to the smoking policy at the New Hampshire Veterans Home:* Has been referred to Interim Study.

**\*RESIDENT/STAFF MATTERS:**

▪ **Smoking Policy at the Veterans Home:** Rep. Howard Moffett; Rep. Lorrie Carey, and Maureen Timmins, a Loudon constituent and wife of a retired veteran, presented their concerns about the No Smoking Policy at the Veterans Home and discussed a non-legislative solution to this issue. Mary Morin and Carter Higginbotham discussed the Department of Veterans Affairs' criteria for service-connected smoking disability. Grandfathered resident smoker Al Armstrong made a statement in regards to the smoking policy at the Home. Following the meeting, these representatives were provided a tour of the Home and had an opportunity to view the outdoor smoking area.

▪ **Legislative Performance Audit:** The final report was presented to the Joint Fiscal Committee of the General Court at the Joint Fiscal Committee Hearing on February 14, 2014. As a result of the audit, the Board of Managers will now receive a monthly review of expenditures and revenues via email going forward. Commandant LaBrecque provided the analysis of revenues and expenditures as of March 31, 2014 at today's meeting. A recommendation of the audit was for the Board of Managers to be more involved in the fiscal responsibilities of the Home. A possible fiscal subcommittee was discussed. Paul Lloyd and Robert Wyman offered to serve on this subcommittee. Any other Board Members interested in being on this subcommittee should notify the Commandant.

**\*OTHER BUSINESS:**

Irene Lewis was thanked for her valuable service and commitment as a member of the Board of Managers for the past two years. Mrs. Lewis was presented a gift from the Veterans Home family as a token of our gratitude.

Commandant LaBrecque spoke of recent letters sent to our U.S. Senators and Congresswomen asking for their support to increase funding for the State Veterans Home construction grant program in the FY 2015 VA appropriations bill. She will share copies of these letters with members of the Board.

**\*UPCOMING EVENTS:**

- ~ *USO Show sponsored by ALA Unit 22 – May 3, 2014 – 2:30 p.m.*
- ~ *Mother's Day Dance with entertainment by the Bel Airs – May 10, 2014 – 2:30 p.m.*
- ~ *National Nursing Home Week – May 11-17, 2014*
- ~ *Armed Forces Day with entertainment – May 17, 2014 – 2:00 p.m.*
- ~ *NHVV Memorial Day Ceremony – May 26, 2014 – 11:00 a.m.*
- ~ *Memorial Day Ceremony at NH State Veterans Cemetery – May 30, 2014*
- ~ *Father's Day Dance with Jackie Lee & friends – June 15, 2014 – 2:30 p.m.*
- ~ *Corvette Club Ice Cream Social with music and door prizes – June 21, 2014 – 2:00 p.m.*
- ~ *39<sup>th</sup> Army Band Concert – July 4, 2014 – 10:30 a.m.*
- ~ *Lobster Bake – July 16, 2014*
- ~ *Summer Dance with entertainment – July 18, 2014 – 2:30 p.m.*
- ~ *Cruise Night – August 7, 2014 – 6:00 p.m. – 8:00 p.m.*

**\*DETERMINATION OF DATE OF NEXT MEETING:** It was determined that the next quarterly Board of Managers Meeting will be held on **MONDAY, JULY 28, 2014, beginning at 9:00 a.m.** The reason for the change in date was due to the VFW National Convention being held the week of July 21.

**\*ADJOURNMENT:**

There being no other business, motion was made by Junious Owens, seconded by Benjamin Saxon, to adjourn the meeting. The meeting was adjourned at 12:05 p.m.

MDL:amb