

MINUTES
BOARD OF MANAGERS MEETING
APRIL 20, 2015

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Richard L. Murphy (Marine Corps League); Benjamin "Ben" Saxon (Disabled American Veterans); Robert Dionne (Dept. Commander – American Legion); Gerard "Gerry" Bosse (Dept. Commander – Disabled American Veterans), and Margaret "Peggy" LaBrecque (Commandant). **Excused:** Mark McCabe (Dept. Commander – Veterans of Foreign Wars). **Guests:** Bill Bertholdt (President – NHVH Resident Council); Rachel K. Miller (Chief Deputy State Treasurer); Erin Zayac (Senior Treasury Analyst - State of NH Treasury); Michelle Pelletier (NHVH Director of Nursing); Armand Plourde (NHVH Director of Operations); Len Stuart (NHVH Program Information Officer), and Alice Leeming (NHVH Human Resources Director).

***CALL TO ORDER:**

The Board of Managers Meeting of April 20, 2015, was called to order at 9:00 a.m. by Paul Lloyd, Chairman. Attendees present were led in the Pledge of Allegiance and prayer by Madeline Dreusicke.

***WELCOME NEW BOARD MEMBER:**

Commandant LaBrecque welcomed returning Board Member, Benjamin "Ben" Saxon, representing the Disabled American Veterans, (five year appointment). Mr. Saxon replaces Junious Owens' position on the Board.

***APPROVAL OF MINUTES – JANUARY 26, 2015:**

The Minutes of the Board of Managers Meeting of January 26, 2015 were reviewed and discussed. Motion was made by Raymond Goulet, seconded by Madeline Dreusicke, to accept the minutes. M/C.

***COMMUNICATIONS:**

▪ A note received on January 29, 2015 from Anita Wyman, thanking the Board of Managers for the lovely flowers and love and support extended to the family of Robert J. Wyman during their time of need.

***CUSTODIAL FUND INVESTMENTS:**

Rachel Miller and Erin Zayac presented the Quarterly Performance Reviews for the Members' Administration and Benefit Fund Accounts for the quarter ending March 31, 2015.

***CENSUS UPDATE:**

Thirteen residents were admitted to the New Hampshire Veterans Home during the quarter of January 1, 2015 – March 31, 2015. The average age of those residents admitted this quarter was 84.1 years. All of the residents admitted have multiple diagnoses.

***BUDGET UPDATE:**

Commandant LaBrecque provided an update of the Home's operating and capital budgets for FY 2014/15 and discussed the status of the Home's FY 2016/17 budget. The Home's capital budget request for FY16/17 of a third floor addition to the Life Enhancement Dementia Unit was presented to the Senate Capital Budget Committee on April 16, 2015. This project will increase the number of beds available on the dementia units by 50. The Home's Operating Budget for FY 16/17 will be presented to the Senate Finance Committee on Monday, April 27, 2015 at 2:00 p.m. in Room 103 of the State House.

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

- **QUARTERLY REPORT (January 1, 2015 – March 31, 2015):** Armand Plourde presented and explained the Administration and Benefit Fund Accounts Quarterly Report for the period of January 1, 2015 – March 31, 2015. Motion was made by Gerard Bosse, seconded by Robert Dionne, to accept this report as presented. M/C.

- PROJECTED BUDGET (July 1, 2015 – September 30, 2015): Armand Plourde presented and explained the projected Benefit Fund Budget for the period of July 1, 2015 – September 30, 2015. Motion was made by Raymond Goulet, seconded by Madeline Dreusicke, to accept this report as presented. M/C.

***CAPITAL PROJECTS REPORT:**

Armand Plourde provided an update on the New Hampshire Veterans Home's efforts to date concerning capital projects and operational highlights. The Home has requested that the Department of Information Technology move forward with a sole source contract as we feel that this vendor can meet our needs for an Electronic Medical Records system. The contract is at the Attorney General's Office for review. The vendor had missed initialing 4 pages. Equipment upgrades have been approved by the State of New Hampshire. The Home is waiting for approval from the Department of Veterans Affairs. Pellowe Construction is making the necessary VA Survey corrections: elevator sump pit, fire alarm, post indicator valve, and interior door replacements scheduled to be complete by June 3. Simplex will be the last to complete their work to the sprinkler heads in Tarr North, dampers, etc.

***VA SURVEY:**

Letter received from Tammy A. Krueger, Medical Director - Manchester VA Medical Center on March 24, 2015 informing us of her decision to grant Provisional Certification to the New Hampshire Veterans Home as a result of the April 15-17, 2014 survey. We are expecting VA Surveyors to arrive sometime this month to conduct their annual survey for 2015.

***QUALITY ASSURANCE REPORT:**

Michelle Pelletier, Director of Resident Care Services, provided a Quality Assurance Report of the progress for the past quarter ending March 15, 2015, and will share updated information with the Board on a quarterly basis.

***PROPOSED LEGISLATION:**

- **HB 454** *relative to the commandant of the Veterans Home*. Hearing held on February 5, 2015 at 11:30 a.m. in Room 306 – Legislative Office Building. The House Committee has voted that this Bill be ***Inexpedient to Legislate***.

- **HB 455-FN** *relative to the board of managers of the New Hampshire Veterans Home*. Hearing held on February 5, 2015 at 11:45 a.m. in Room 306 – Legislative Office Building. The House Committee has voted that this Bill ***Ought to Pass Amended***. Amended analysis: This Bill increases the membership of the Board of Managers of the New Hampshire Veterans Home, requires the Board to meet quarterly, and deletes compensation for the secretary of the Board. Hearing held on April 1, 2015 by the Senate Executive Departments and Administration Committee at 10:00 a.m. in Room 101 – Legislative Office Building.

- **HB 456** *relative to appointment of a veterans' ombudsman by the governor*. Due to subsequent conversations with the Governor's Office and Mary Morin, Director - Office of Veterans Services, Representative Theberge recommended that this Bill be ***Inexpedient to Legislate***.

- **HB 457-FN-A** *establishing a nurse practitioner position at the Veterans Home and making an appropriation therefor*. - Hearing held on February 5, 2015 at 1:30 p.m. in Room 306 – Legislative Office Building. Status of this Bill by the House Committee: ***Laid on table***.

- **HB 459** *establishing a committee to study medical services provided to residents of the New Hampshire Veterans Home*. – Hearing held on February 12 at 11:30 a.m. in Room 306 – Legislative Office Building. Members of the Board of Managers; Armand Plourde – NHVH Director of Administrative Services; Michelle Pelletier – NHVH Director of Resident Care Services; Officers of the NHVH Resident Council - Bill Bertholdt, President; Gary Simard, 1st Vice President; Richard Milyaro, Sergeant At Arms; David Clark, Chaplain, and the Commandant attended this Hearing and presented testimony. The House Committee voted that this Bill be ***Inexpedient to Legislate***.

- **HB 473** *relative to the smoking policy at the New Hampshire Veterans Home*. A hearing was held on February 5, 2015 at 2:00 p.m. in the Legislative Office Building – Room 306. The House Committee voted this

Bill: *Passed/Adopted with Amendment*. Amended analysis: This Bill as amended requires new residents to attend a smoking cessation program, but if unsuccessful, allows them to continue to smoke in the designated outdoor smoking areas. Hearing held on April 1, 2015 by the Senate Executive Departments and Administration Committee at 10:30 a.m. in Room 101 – Legislative Office Building.

***RESIDENT/STAFF MATTERS:**

- **Smoking shelter:** Armand Plourde discussed the proposed smoking shelter that will be erected for residents that are permitted to smoke in designated outdoor smoking areas. Ron Anstey of the State Fire Marshal's Office visited the Veterans Home on April 8, 2015 to review and approve the safety of this shelter. A quote has been received from Brasco International, Inc. in the amount of \$8,660, which includes the Aluminum shelter (2.5" columns) with SS hip roof and ¼" tempered safety glass, two benches (front and back walls, centered windscreen) and any installation services needed, and is priced to meet the project's specifications. All of Brasco's outdoor structures are engineered to meet local wind and snow load requirements and include installation instructions with final approved shop drawings. An additional cost of \$1,200 for the concrete pad is needed for this project. Motion was made by Raymond Goulet, seconded by Gerard Bosse, to authorize this expenditure up to \$10,000 from the Resident Benefit Fund. M/C.
- **Resident Name Pins:** After research into alternative options for providing resident name pins and name plates, it was decided to continue with our current vendor as this is the most cost-effective source.
- **New bus:** The new bus is expected to be delivered in 10 weeks – in early July.
- **Meals:** A Staff Meal Pilot Program was implemented on February 23, 2015. The Veterans Home is offering staff meals for lunch and supper, Monday-Friday. The meal is the main entrée we serve our residents. We have received positive feedback from staff that the meals are well worth the \$4.00 and are delicious.
- **Child Daycare:** A childcare survey was distributed to staff to evaluate the level of need that exists for childcare among the employee community and to determine if the Veterans Home should consider providing childcare on the premises. Alice Leeming, NHVH Human Resources Director, reported on the survey.
- **Merchant Mariners:** Bill Bertholdt, NHVH Resident Council President, provided handouts and made a presentation on the Merchant Mariners.
- **Purple Heart Award Request:** Resident Council President Bertholdt discussed the importance to continue the quest to obtain the Purple Heart Award for George Nichols' heirs. He presented a letter for the Board's consideration to be sent to our U.S. Senators and U.S. Congressional delegation seeking their assistance and support in this endeavor. Motion was made by Rick Murphy, seconded by Madeline Dreusicke, for the Board of Managers to support this letter. M/C.
- **Invitation to Resident Council Officers Meeting:** Members of the Board of Managers were extended an invitation to attend a meeting with Bill Bertholdt, President, and officers of the NHVH Resident Council. The Resident Council Officers meet the second Wednesday of the month. Board Members will plan to attend the May 13 Meeting at 9:00 a.m.

***BOARD MEMBERSHIP:**

- American Legion representative needed to fill Robert Wyman's position – term to expire on March 1, 2017. Robert Dionne will contact the Governor's Office to check the status of this nomination.

▪ Raymond J. Goulet, Jr. (Vietnam Veterans of America – term to expire on August 26, 2015). Mr. Goulet is interested in seeking reappointment to the Board. This matter will be followed up.

***OTHER BUSINESS:**

▪ **Aquifer:** Casella Waste Systems is currently going through a permitting process that would allow it to hold municipal solid waste at the Industrial Drive Transfer Station. There is concern that this expanded operation could pollute the aquifer that provides water to parts of Belmont and all of Tilton and Northfield – including the Veterans Home. Water district officials asked local residents and businesses to write letters to the state's Department of Environmental Services to express concern about this proposed change in the solid waste disposal facility. The Veterans Home sent a letter on March 27, 2015 expressing our concern over the adverse effect this modification would have on the quality of water being provided to our 200 residents and 400 staff members. The Board was very concerned about the possible contamination of our water supply and has requested that the Home attend the next Public Hearing and keep them informed.

▪ **Damage to bus door:** The side lift door to the bus has been damaged. We are awaiting a quote from Patsy's for repair. No residents were injured nor were anyone placed at risk. The loading gate served as additional protection so that no one was in any danger.

▪ **Board Bylaws:** Paul Lloyd is working on the general bylaws for the Board of Managers. He will email a draft copy to Board Members for review and discussion at the July Board Meeting.

▪ **Commandant's Evaluation:** Paul Lloyd is completing a job evaluation on the Commandant. He will email a draft to members for their review and input. This will be presented to the Commandant at the July Board Meeting.

***UPCOMING EVENTS:**

~ *USO Show sponsored by ALA Unit 22 – May 2, 2015 – 2:30 p.m.*

~ *National Nursing Home Week – May 10-16, 2015*

~ *Armed Forces Day with entertainment – May 16, 2015 – 2:00 p.m.*

~ *NHVVH Memorial Day Ceremony – May 25, 2015 – 11:00 a.m.*

~ *Memorial Day Ceremony at NH State Veterans Cemetery – May 30, 2015*

~ *Corvette Club Ice Cream Social with music and door prizes – June 6, 2015 – 2:00 p.m.*

~ *39th Army Band Concert – July 4, 2015 – 11:00 a.m.*

~ *Cruise Night – August 6, 2015 – 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 27, 2015, beginning at 9:00 a.m.** The reason for the change in date is due to three of the Board Members unable to attend on July 20 due to the VFW National Convention being held at that time in Pittsburgh, PA.

***ADJOURNMENT:**

There being no other business, motion was made by Raymond Goulet, seconded by Gerard Bosse, to adjourn the meeting. The meeting was adjourned at 11:45 a.m.

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