

MINUTES
BOARD OF MANAGERS MEETING
APRIL 17, 2017

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert “Bob” Blais (American Legion); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Richard L. Murphy (Marine Corps League); Benjamin “Ben” Saxon (Disabled American Veterans); Jerilyn Maynard (Disabled American Veterans Auxiliary), Elaine Baker (Female Resident – Second Vice President, NHVH Resident Council); William Bertholdt (Male Resident – President, NHVH Resident Council); Thomas Wiley (Dept. Commander – American Legion); Robert W. Guldner (Dept. Commander – Disabled American Veterans); Shannan Brown (Dept. Commander – Veterans of Foreign Wars), and Margaret “Peggy” LaBrecque (Commandant). **EXCUSED:** Susan A. Cuddy (Veterans of Foreign Wars). **GUESTS:** Erin Zayac (Senior Treasury Analyst - State of NH Treasury); Ernest Sulloway (Sr. Vice Commander – Disabled American Veterans); Armand Plourde (NHVH Director of Administrative Services); and Len Stuart (NHVH Program Information Officer).

***CALL TO ORDER:**

The April 17, 2017 Board of Managers Meeting was called to order at 9:03 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees present were led in the Pledge of Allegiance by Chairman Lloyd and prayer by Richard Murphy, Chaplain for the Board of Managers.

***APPROVAL OF MINUTES – MARCH 20, 2017:**

The Minutes of the Board of Managers Meeting of March 20, 2017 were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by William Bertholdt, to accept the Minutes. M/C

***COMMUNICATIONS:**

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

***CUSTODIAL FUND INVESTMENTS:**

Erin Zayac, Senior Treasury Analyst, presented the Annual Performance Reviews for the Members’ Administration and Benefit Fund Accounts for the quarter ending March 31, 2017.

***CENSUS UPDATE:**

Twelve residents were admitted to the New Hampshire Veterans Home during the quarter of January 1, 2017 – March 31, 2017. The average age of those residents admitted this quarter was 86.5 years. All of the residents admitted have multiple diagnoses. As of April 12, 2017, the Home had 188 admitted veterans. Tarr/Welch has 13 veterans approved in the candidate pool. LEDU has 18 veterans approved in the candidate pool. The Home has 104 active applicants.

***BUDGET UPDATE:**

Commandant LaBrecque reviewed the FY17 (July 1, 2016 - June 30, 2017) Financial Summary of the New Hampshire Veterans Home as of March 31, 2017. Hearings are scheduled on the Veterans Home’s proposed budget requests for the FY 2018-2019 biennium: ▪ Senate Finance Committee Budget Hearing (*operating budget request*) – April 21, 2017 at 3:30 p.m. – State House, Room 103; ▪ Senate Capital Budget Committee Hearing (*capital budget request*) – May 8, 2017 at 10:40 a.m. – State House, Room 100. Commandant LaBrecque, Armand Plourde, NHVH Director of Administrative Services, and Michelle Pelletier, NHVH Director of Resident Care Services, will attend these hearings.

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

- QUARTERLY REPORT (January 1, 2017 – March 31, 2017): Armand Plourde presented and explained the Administration and Benefit Fund Accounts Quarterly Report for the period of January 1, 2017 – March 31, 2017. Motion was made by Raymond Goulet, Jr., seconded by Benjamin Saxon, to accept this report as presented. M/C.

- PROJECTED BUDGET (July 1, 2017 – September 30, 2017): Armand Plourde presented and explained the projected Benefit Fund Budget for the period of July 1, 2017 – September 30, 2017. Motion was made by Raymond Goulet, Jr., seconded by Shannan Brown, 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 including: LEDU 3rd floor addition; Liberty Utilities; Sprinkler Flushing project; Water infiltration project; Outside parking light project, and Town Hall Video System upgrade.

- Naming of the LEDU 3rd Floor Neighborhoods Survey: A survey has been distributed for residents, staff and Board Members to have the opportunity to vote and select the top three names submitted for the new neighborhoods that will be part of the 3rd floor addition to the Life Enhancement Dementia Unit. The deadline for completed surveys is Friday, May 12.

***RESIDENT/STAFF MATTERS:**

William Bertholdt, NHVH Resident Council President, provided a Resident Activity Summary of the many trips and activities during the past month.

***ADMINISTRATIVE RULES:**

Commandant LaBrecque will hold on proceeding with the process to change our Administrative Rules through the Joint Legislative Committee on Administrative Rules (JLCAR) rulemaking process until receiving advice from the Attorney General's Office. She has followed up with the Attorney General's Office and is still awaiting feedback.

***BOARD MEMBERSHIP:**

Robert Blais' term on the Board of Managers, representing the American Legion, Department of New Hampshire, expired on March 1, 2017. He was completing Robert Wyman's term of appointment. A letter from the American Legion, Department of New Hampshire, was submitted to the Governor & Executive Council on March 21, 2017 recommending Mr. Blais' reappointment to the Board. Mr. Blais will contact Executive Council Members to express his interest in continuing to serve on the Board and to answer any questions that they may have.

***OTHER BUSINESS:**

Commandant LaBrecque discussed proposed legislation that would have an effect on the New Hampshire Veterans Home: - HB 636-FN, *An Act establishing a Department of Veterans Affairs* and HB 561, *relative to contributions by retirement system employers for certain full-time positions changed to part-time or interim employment and relative to enforcement of provisions concerning retired members working part-time after retirement*. She will keep Board Members updated regarding the status of these Bills.

***UPCOMING EVENTS:**

~ *Spring Fling Dance* – April 20, 2017 – 2:30 p.m. – entertainment by Bill Parker

~ *Volunteer Appreciation Luncheon* – April 26, 2017 – 11:30 a.m.

~ *Mother's Day Dance with entertainment* – May 14, 2017 – 2:30 p.m.

~ *National Nursing Home Week* – May 14-20, 2017

~ *Armed Forces Day with entertainment* – May 20, 2017 – 11:00 a.m.

~ *Memorial Day Ceremony at the NH State Veterans Cemetery* – May 30, 2017

~ *NHVH Memorial Day Ceremony in Town Hall* – May 31, 2017 - 11:00 a.m.

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, May 15, 2017.

***ADJOURNMENT:**

There being no other business, motion was made by Raymond Goulet, Jr., seconded by Robert Blais, to adjourn the meeting. The meeting was adjourned at 10:40 a.m.

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