

**MINUTES**  
**BOARD OF MANAGERS MEETING**  
**MAY 15, 2017**

**PRESENT:** Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Richard L. Murphy (Marine Corps League); Benjamin "Ben" Saxon (Disabled American Veterans); Susan A. Cuddy (Veterans of Foreign Wars); 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), and Margaret "Peggy" LaBrecque (Commandant).

**EXCUSED:** Robert "Bob" Blais (American Legion), and Shannan Brown (Dept. Commander – Veterans of Foreign Wars). **GUESTS:** Ernest Sulloway (Sr. Vice Commander – Disabled American Veterans); Armand Plourde (NHVH Director of Administrative Services); Michelle Pelletier (NHVH Director of Resident Care Services), and Len Stuart (NHVH Program Information Officer).

**\*CALL TO ORDER:**

The May 15, 2017 Board of Managers Meeting was called to order at 9:00 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 – APRIL 17, 2017:**

The Minutes of the Board of Managers Meeting of April 17, 2017 were reviewed and discussed. Motion was made by Benjamin Saxon, seconded by William Bertholdt, to accept the Minutes. M/C

**\*COMMUNICATIONS:**

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

**\*CENSUS UPDATE:**

As of May 10, 2017, the Home had 192 admitted veterans. Tarr/Welch has 13 veterans approved in the candidate pool. LEDU has 19 veterans approved in the candidate pool. The Home has 83 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 April 30, 2017. She presented the Veterans Home's capital budget request for the 2018-2019 biennium to the Senate Finance Capital Budget Committee on Monday, May 8, 2017.

Armand Plourde, NHVH Director of Administrative Services, attended the Year End Closing Meeting for Fiscal Year 2017 on Monday, May 8, 2017 held at the Department of Environmental Services.

**\*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; Outside parking light project; Town Hall Video System upgrade, and Fishing Pond Deck repair. Armand explained that the resident fishing pond deck is in need of repair, and we have temporarily taken it out of service. We have proposed roping off the right side of the deck while reconstruction is underway. It is estimated that we can repair at a cost of \$9,500 using our own forces staffing, and it should take no longer than 2 weeks to complete the project. Motion was made by Raymond Goulet, Jr., seconded by William Bertholdt, to expend up to \$9,500 from the Resident Benefit Fund for repairs to the Fishing Pond Deck. M/C.

- Naming of the LEDU 3rd Floor Neighborhoods Survey Results: The response to the survey completed by residents, staff and Board Members was outstanding with 169 surveys submitted. Participants chose the following top three names: ▪ Christa McAuliffe; ▪ Robert Frost, and ▪ Scott Dimond.

**\*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, 2017, and will share updated information with the Board on a quarterly basis – February, May, August, and November. This presentation was done in a Power Point format with no paper documentation handouts.

**\*VA SURVEY:**

The Manchester VA Medical Center conducted their annual survey to determine compliance with VA standards. The survey team arrived on Tuesday morning, April 25 and completed their review on April 27. The Survey Team was comprised of two staff from the Manchester VA Medical Center and five staff from Ascillon 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.

**\*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. Commandant LaBrecque will follow up with the Governor's Office on Mr. Blais' reappointment.

**\*OTHER BUSINESS:**

The Military Leadership Team has scheduled the 2<sup>nd</sup> Governor's Interagency Planning Session to be held on Monday, June 19, 2017 from 8:00 a.m. – 12:00 p.m. at the Concord Holiday Inn. As some of the Board Members and Commandant will be attending this event, the Board decided to reschedule the June Board Meeting to June 26, 2017.

**\*UPCOMING EVENTS:**

- ~ 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.
- ~ Flag Day – June 14, 2017
- ~ Corvette Club Ice Cream Social w/music and door prizes – June 17, 2017 - 2:00-4:00 p.m.
- ~ Father's Day Dance w/entertainment by Random Acts of Harmony – June 18, 2017 - 2:30 p.m.

**\*DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, June 26, 2017 at 9:00 a.m. Outgoing Board Members and incoming Board Members are cordially invited to attend this meeting.

**\*ADJOURNMENT:**

There being no other business, motion was made by Benjamin Saxon, seconded by Raymond Goulet, Jr., to adjourn the meeting. The meeting was adjourned at 10:05 a.m.