

MINUTES
BOARD OF MANAGERS MEETING
SEPTEMBER 18, 2017

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert “Bob” Blais (American Legion); Jerilyn Maynard (Disabled American Veterans Auxiliary); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Susan A. Cuddy (Veterans of Foreign Wars); Elaine Baker (Female Resident – Second Vice President, NHVH Resident Council); William Bertholdt (Male Resident – President, NHVH Resident Council); David A. Meaney, Sr. (Dept. Commander – American Legion); Ernest A. Sulloway (Dept. Commander – Disabled American Veterans); Joe Clark (Dept. Commander – Veterans of Foreign Wars), and Margaret “Peggy” LaBrecque (Commandant). **EXCUSED:** Richard L. Murphy (Marine Corps League). **GUESTS:** Armand Plourde (NHVH Director of Administrative Services) and Len Stuart (NHVH Program Information Officer).

***CALL TO ORDER:**

The September 18, 2017 Board of Managers Meeting was called to order at noon by Paul Lloyd, Chairman of the Board of Managers. Attendees present were led in the Pledge of Allegiance by Chairman Lloyd and prayer by Commandant LaBrecque.

***APPROVAL OF MINUTES – AUGUST 21, 2017:**

The Minutes of the Board of Managers Meeting of August 21, 2017 were reviewed and discussed. Motion was made by Robert Blais, seconded by Raymond Goulet, Jr., to accept the Minutes. M/C.

***COMMUNICATIONS:**

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

***CENSUS UPDATE:**

As of September 13, 2017, the Home has 194 admitted veterans. Tarr/Welch has 12 veterans approved in the candidate pool. LEDU has 15 veterans approved in the candidate pool. The Home has 84 active applicants.

***BUDGET UPDATE:**

Commandant LaBrecque reviewed the FY18 (July 1, 2017 - June 30, 2018) Financial Summary of the New Hampshire Veterans Home as of August 31, 2017.

***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: ▪ Town Hall Video System upgrade; ▪ New Bingo equipment; ▪ LEDU Fire Wall Repairs; ▪ Security Infrastructure Improvements; ▪ Liberty Utilities; ▪ Welch Courtyard Beautification Project; ▪ IT; ▪ Statewide Snow Plowing Contract; and ▪ Hallway Carpeting Replacement.

▪ Emergency Generators: Armand discussed the system in place in event of a power outage and the emergency generators backup system in place at the Veterans Home. The Laundry and Kitchen are the main areas that are not on generator backup. All areas not currently on generator backup will be added this year during our \$795,000 Security Infrastructure capital project funded in our current budget. ~ The CAT generator supporting Tarr and Welch is estimated to provide electrical power for one week depending on fuel consumption efficiency (3,500 gallon tank). ~ The Olympian generator supporting LEDU is estimated to provide electrical power for as much as three weeks based on our 12,000 gallon tank and the conversion of the boilers to natural gas. Long-term solutions: ~ Future project: Upgrade or replace LEDU generator for the 3rd floor addition with natural gas. ~ Future project: Convert or replace CAT unit with natural gas unit to provide unlimited supply.

▪ Welch Dining Room – Armand explained that we have been experiencing a lighting control issue for a long time. To address this issue, we are proposing installation of tinted film along the top 2 rows of windows using our own maintenance staff and installation of adjustable cassette shades with 3% lucidity to allow view and privacy while controlling the amount of light entering the room. This will reduce the amount of heat buildup which is making the room uncomfortable at times for many residents and the lack of light control can be blinding to residents as well. Beaded chain operators would allow 2 windows to be adjusted at a time making the process much more efficient for staff rather than tying and untying shades. The cost of this project is \$2,135 plus \$200 for film.

***ROOM & BOARD DAILY RATE REVIEW:**

Commandant LaBrecque reviewed the analysis of the daily cost of room and board at the New Hampshire Veterans Home. Commandant LaBrecque recommended an increase of \$20.00 for the Full Pay rate of \$300.00 to \$320.00. Raymond Goulet, Jr. made a motion, seconded by Robert Blais, to increase the Full Pay daily rate to \$320.00 effective January 1, 2018. M/C.

***RESIDENT/STAFF MATTERS:**

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

The number of vacant positions at the New Hampshire Veterans Home was discussed as well as the major recruiting challenges facing healthcare organizations.

Commandant LaBrecque made a presentation on the *It's Never 2 Late system* at the DAV Meeting in Newington yesterday. She has plans to present to the VFW Hudson Post on October 14 and to the American Legion at their Fall Conference in October. If other organizations are interested in a presentation, please contact Commandant LaBrecque with the date, time and location so that she may prepare her schedule or have another staff member do the presentation.

***ADMINISTRATIVE RULES:**

Commandant LaBrecque will proceed with the request to do the minimal changes to our Administrative Rules through the Joint Legislative Committee on Administrative Rules (JLCAR).

***BOARD MEMBERSHIP:**

At the Governor & Executive Council Meeting of August 23, 2017, Robert Blais was confirmed to fill the position on the Board of Managers, representing the American Legion, Department of New Hampshire – term to expire on 3/1/2021.

The Governor & Executive Council also accepted the resignation of Benjamin Saxon, representing the Disabled American Veterans - term to expire on March 1, 2020. The DAV Department of New Hampshire will be submitting the name of a candidate for the consideration of Governor Sununu and the Executive Council to fill the Disabled American Veterans' vacant position.

***OTHER BUSINESS:**

There was no further business discussed at the meeting.

***UPCOMING EVENTS:**

- ~ *Vietnam Veterans Moving Wall of Daughters of the American Revolution – September 18, 2017 – 2:00 p.m.*
- ~ *Family Fun Day – September 23, 2017 – 1:00 p.m.*

- ~ *Celebrate Employees Day – September 28, 2017* - (The Employee Benefit Committee will be sponsoring a Pizza Day on Thursday, September 28 in honor of Celebrate Employees Day. Pizza will be served to 1st shift staff from 11:00 a.m. - 1:30 p.m. in the Staff Break Room; 2nd shift delivery to staff at 6:00 p.m.; and 3rd shift delivery to staff at 11:00 p.m.)
- ~ *Chapter 41 Vietnam Veterans of America is bringing the Vietnam Veterans Memorial Traveling Wall to Southern New Hampshire University - October 5-8, 2017.*
- ~ *Harvest Ball with entertainment by Mama Kicks (Gardner Berry) – October 16, 2017 – 2:30 p.m.*
- ~ *Halloween Parade with entertainment by Mama Kicks (Gardner Berry) – October 31, 2017 – 2:00 p.m.*
- ~ *Halloween Trick-or-Treating – October 31, 2017*

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, October 16, 2017 beginning at 9:00 a.m.

***ADJOURNMENT:**

There being no other business, motion was made by William Bertholdt, seconded by Raymond Goulet, Jr., to adjourn the meeting. The meeting was adjourned at 1:25 p.m. Following the meeting, Board Members will attend the Fallen Heroes Moving Wall Ceremony courtesy of the Mary Butler Chapter, New Hampshire Daughters of the American Revolution, being held in the Home's Town Hall at 2:00 p.m.

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