

**MINUTES**  
**BOARD OF MANAGERS MEETING**  
**MAY 20, 2019**

**PRESENT:** Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert “Bob” Blais (American Legion); Susan A. Cuddy (Veterans of Foreign Wars); Denise DeBlois (Disabled American Veterans); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Carol Maynard (American Legion Auxiliary); Elaine Baker (Female Resident – Second Vice President, NHVH Resident Council); William Bertholdt (Male Resident – President, NHVH Resident Council); Emil Ouellette (Department Commander – American Legion); Robert W. Guldner (Department Commander – Disabled American Veterans); William “Bill” Ryan (Department 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); Michelle Booker (NHVH Director of Resident Care Services), and Len Stuart (NHVH Program Information Officer).

**\*CALL TO ORDER:**

The May 20, 2019 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 prayer by Robert Blais and Pledge of Allegiance by Chairman Lloyd.

**\*APPROVAL OF MINUTES – APRIL 15, 2019:**

The Minutes of the Board of Managers Meeting of April 15, 2019 were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by Robert Blais, to accept the Minutes of the April 15, 2019 Meeting. M/C.

**\*COMMUNICATIONS:**

- VA Certification letter was received on May 1, 2019 from Alfred A. Montoya, Jr., Manchester VA Medical Center Director. The survey report finds the New Hampshire Veterans Home is in compliance with all VA standards. Our facility has been granted full certification until our next annual survey.
  
- Letter dated May 2, 2019 received today from Richard A. Stone, M.D., Executive in Charge, U.S. Department of Veterans Affairs, informing the New Hampshire Veterans Home that the Department of Veterans Affairs (VA) has awarded a final grant totaling \$1,072,500.00 to the State of New Hampshire. The grant is for Federal assistance towards the cost to renovate the laundry and kitchen areas at the New Hampshire Veterans Home in Tilton, New Hampshire (FAI 33-010).

**\*CENSUS UPDATE:**

There were 11 residents admitted to the New Hampshire Veterans Home during the quarter of January 1, 2019 – March 31, 2019. The average age of those admitted is 82.9 years old. All of the residents have several diagnoses.

As of May 15, 2019, the Home has 168 admitted veterans. Tarr/Welch has 18 veterans approved in the candidate pool. LEDU has 8 veterans approved in the candidate pool. The Home has 78 active applicants.

**\*BUDGET UPDATE:**

Commandant LaBrecque reviewed the FY19 (July 1, 2018 - June 30, 2019) Financial Summaries of the New Hampshire Veterans Home as of April 30, 2019. The New Hampshire Veterans Home presented the capital budget request for FY 2020-2021 before the Senate Capital Budget Committee on May 10, 2019 at 2:15 p.m. in Room 103 of the State House.

**\*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: ▪ VA Equipment Upgrade Project - \$1,650,000; ▪ Security upgrade project - \$795k; ▪ Backup Generator panel wiring & Wanderguard; ▪ Underground hot water line leak – Welch; ▪ Temporary Nursing Services Contract; ▪ WiFi Conference Room, and ▪ Entrance Canopies.

**\*QUALITY ASSURANCE REPORT:**

Michelle Booker, Director of Resident Care Services, provided a Quality Assurance Report of the progress for the past quarter 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.

The New Hampshire Department of Health and Human Services, Division of Public Health Services, has identified a New Hampshire resident diagnosed with measles. The infection occurred in a child who was in public places in Keene, and the source of the infection is still under investigation. The New Hampshire Veterans Home's Infection Control Coordinator is updating the policy to cover what to do in the event of a measles outbreak at the Home.

**\*RESIDENT/STAFF MATTERS:**

A Resident Activity Summary of the many trips and activities during the period of 4/15/19 – 5/20/19 was reviewed.

The New Hampshire Veterans Home was honored to host the Governor & Executive Council Breakfast Meeting on Wednesday, May 15, 2019 at 8:00 a.m. Commandant LaBrecque and Senior Management staff provided presentations on ongoing capital projects, the Electronic Medical Records system upgrade, and Talent Acquisition Management challenges.

Nancy Nolin, Chief Accountant, retired from the New Hampshire Veterans Home effective May 6, 2019.

**\*BOARD MEMBERSHIP:**

Richard L. Murphy's term - representing the Marine Corps League – expires on June 10, 2019. This matter will be followed up on.

**\*OTHER BUSINESS:**

Senator Guida informed Commandant LaBrecque that there is legislation being proposed to mandate the flu vaccine for all direct care staff. The New Hampshire Veterans Home does not support this due to barriers to employment.

**\*UPCOMING EVENTS:**

- ~ *NHVH Memorial Day Ceremony in Town Hall* – May 28, 2019 - 11:00 a.m.
- ~ *Memorial Day Ceremony at the NH State Veterans Cemetery* – May 30, 2019 - 11:00 a.m.
- ~ *NHVH Community Flea Market* – June 8, 2019 – 8:00 a.m. – 3:00 p.m. - Pavilion
- ~ *Tilton-Northfield Old Home Day Parade* – June 29, 2019
- ~ *39th Army Band Concert* – July 4, 2019 – 11:00 a.m. – Town Hall
- ~ *Annual Classic Cruise Night* – August 1, 2019 – 6:00-8:00 p.m. – Pavilion

Len Stuart announced the Home's D-Day Ceremony to be held on Thursday, June 6, 2019 at 11:00 a.m. in the Town Hall.

**\*DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, June 17, 2019 at 9:00 a.m.

**\*ADJOURNMENT:**

Motion was made by Robert Blais, seconded by Raymond Goulet, Jr., to adjourn the meeting. M/C. The meeting was adjourned at 10:02 a.m.

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