

**MINUTES**  
**BOARD OF MANAGERS MEETING**  
**DECEMBER 16, 2019**

**PRESENT:** Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Susan A. Cuddy (Veterans of Foreign Wars); Denise DeBlois (Disabled American Veterans); Raymond J. Goulet, Jr. (Vietnam Veterans of America); Elaine Baker (Female Resident); William Bertholdt (Male Resident – President, NHVH Resident Council); Oliver Brooks (Department Commander – American Legion); Christopher “Chris” Peirce (Department Commander – Veterans of Foreign Wars); William T. Conway (National Guard Association of NH), and Margaret “Peggy” LaBrecque (Commandant). **EXCUSED:** Robert “Bob” Blais (American Legion); Andrew “Andy” Patterson (Department Commander – Disabled American Veterans) and Carol Maynard (American Legion Auxiliary). **GUESTS:** Michelle Booker, NHVH Director of Nursing; Donald Baldinelli, Sergeant-at-Arms, NHVH Resident Council; Armand Plourde, NHVH Director of Administrative Services; and Sarah Stanley, NHVH Program Information Officer; and Michelene “Missy” Robichaud, Assistant to the Commandant.

**\*CALL TO ORDER:**

The December 16, 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 Commandant LaBrecque and Pledge of Allegiance by Chairman Lloyd.

**\*APPROVAL OF MINUTES – OCTOBER 21, 2019:**

The Minutes of the Board of Managers Meeting of October 21, 2019 were reviewed and discussed. Motion was made by seconded by Raymond Goulet, Jr., seconded by Christopher Peirce, to accept the Minutes of the October 21, 2019 Meeting. M/C.

**\*COMMUNICATIONS:**

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

**\*CENSUS UPDATE:**

As of December 11, 2019, the Home has 172 admitted veterans. Tarr/Welch has 22 veterans approved in the candidate pool. LEDU has 16 veterans approved in the candidate pool. The Home has 78 active applicants.

**\*BUDGET UPDATE:**

Commandant LaBrecque reviewed the FY20 (July 1, 2019 - June 30, 2020) Financial Summaries of the New Hampshire Veterans Home as of November 30, 2019.

**\*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: ▪ Security Upgrade Project and Top of the Fire Wall Repair - \$857k; ▪ Backup Generator Panel Wiring; ▪ Nurse Call System, and ▪ Heat Pump Replacement Project - \$1,170,000 (General Funds 100%); ▪ HVAC Upgrade Town Hall; ▪ Sprinkler System Deficiency Project; and ▪ Dining Room Curtains were discussed. **Motion was made by Raymond Goulet, Jr., seconded by William Bertholdt, to purchase the new curtains. M/C.** Resident Clutter Policy was discussed and what steps the NHVH has taken to address this issue. Fire Marshall report was discussed and how deficiencies will be addressed. **Motion was made by Raymond Goulet, Jr., seconded by Christopher Peirce, to remove the Ranges on the LEDU units. M/C.** Town Hall stage laptop plug in directly to overhead projector repair was discussed. **Motion was made by Raymond Goulet, Jr., seconded by Oliver Brooks, to make the repair. M/C.**

**\*RESIDENT/STAFF MATTERS:**

A Resident Activity Summary of the many trips and activities during the period of 10/21/19 – 11/18/19 was reviewed and the period of 11/19/19 – 12/16/19.

Michelene Robichaud was “welcomed” to the position of Assistant to the Commandant and Sarah Stanley was “welcomed” to the position of Program Information Officer.

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

Commandant LaBrecque discussed the analysis of the daily cost of room and board at the New Hampshire Veterans Home. The last increase for the Full Pay rate was from \$300.00 to \$320.00 (a 7% increase) which was effective January 1, 2018. Currently, our residents are on average paying \$100.65 per day/\$3,019.35 per month based on their monthly income. Motion was made by Raymond Goulet, Jr., seconded by Susan Cuddy, to leave the Full Pay rate at \$320.00. M/C.

**\*2020 DATES FOR BOARD MEETINGS AND VETERANS CEREMONIES:**

The Board decided on 2020 Board Meeting dates as follows:

- January 12, 2020
- February 10, 2020
- March 16, 2020
- April 20, 2020
- May 18, 2020
- June 15, 2020
- July 13, 2020
- August 17, 2020
- September 21, 2020
- October 19, 2020
- November 16, 2020
- December 21, 2020

The NHVH Memorial Day Ceremony will be held on Tuesday, May 26, 2020

The NHVH Veterans Day Ceremony will be held on Tuesday, November 10, 2020

**\*BOARD MEMBERSHIP:**

The National Guard Association of New Hampshire submitted William T. Conway's name to serve on the New Hampshire Veterans Home Board of Managers as a member of a recognized and chartered Veterans Service Organization. This nomination has been confirmed by the Governor & Executive Council. Bill was "welcomed" to the Board of Managers.

**\*OTHER BUSINESS:**

KPMG staff members will be conducting the Single Audit (FY 19) review at the New Hampshire Veterans Home the weeks of 12/16/19 and 12/20/19.

**\*NON PUBLIC SESSION:** Board went into non-public session at 10:45am and came out of non-public session at 10:59am - Resident Spousal request approved - Personnel matter discussed

**\*UPCOMING EVENTS:**

- ~ *Bel Airs Holiday Show* - December 21, 2019 - 2:30 p.m. - (NHVH Town Hall)
- ~ *Christmas Holiday Parties on the individual Units* - The week of December 16 - 19, 2019
- ~ *Christmas Day entertainment in the Town Hall* - December 25, 2019 - 2:30 p.m.
- ~ *New Year's Eve Party with entertainment* - December 31, 2019 - 2:30 p.m. (NHVH Town Hall)
- ~ *American Legion Auxiliary Post-Holiday Party* - January 4, 2020 - 2:30 p.m.
- ~ *Valentine's Party* - February 14, 2020 - 2:30 p.m.

**\*DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, January 13, 2020 at 9:00 a.m.

**\*ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by William Bertholdt, to adjourn the meeting. M/C. The meeting was adjourned at 11 a.m.