

MINUTES FORMAT
BOARD OF MANAGERS MEETING
January 13, 2020

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); 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:** Andrew “Andy” Patterson (Department Commander – Disabled American Veterans) **GUESTS:** Michelle Booker, NHVH Director of Nursing; Armand Plourde, NHVH Director of Administrative Services; and Sarah Stanley, NHVH Program Information Officer.

***CALL TO ORDER BY CHAIRMAN:**

The January 13, 2020 Board of Managers Meeting was called to order at 9:03a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees present were led in the prayer by Robert Blais, Chaplain for the Board of Managers and Pledge of Allegiance by Chairman Lloyd.

***APPROVAL OF MINUTES – DECEMBER 16, 2019**

The Minutes of the Board of Managers Meeting of December 16, 2019 were reviewed and discussed. Motion was made by Raymond J. Goulet, Jr. seconded by Denise DeBlois to accept the minutes. M/C

***COMMUNICATIONS:**

No Communication.

***CUSTODIAL FUND INVESTMENTS:**

Rachel Miller, Chief Deputy Treasurer will present the Performance Reviews for the Members’ Administration and Benefit Fund Accounts for the quarter ending December 31, 2019 at the February meeting.

***CENSUS UPDATE:**

There were 12 residents admitted to the New Hampshire Veterans Home during the period of October 1, 2019 – December 31, 2019. The average age of those admitted is 74.25 years old. All of the residents admitted have several diagnoses.

As of January 8, 2020, the Home has 169 admitted veterans. Tarr/Welch has 26 veterans approved in the candidate pool. LEDU has 17 veterans approved in the candidate pool. The Home has 81 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 December 31, 2019.

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

- QUARTERLY REPORT (October 1, 2019 – December 31, 2019): Armand Plourde presented and explained the Administration and Benefit Fund Accounts Quarterly Report for the period of October 1, 2019 – December 31, 2019. Motion was made by Raymond J. Goulet, Jr., seconded by William Bertholdt, to accept this report as presented. M/C.

- PROJECTED BUDGET (April 1, 2020 – June 30, 2020): Armand Plourde presented and explained the projected Benefit Fund Budget for the period of April 1, 2020 – June 30, 2020. Motion was made by Raymond J. Goulet, Jr., seconded by Robert Blais, 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: ▪ **Security Upgrade Project and Top of the Fire Wall Repair - \$857k**; ▪ **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 P-1** has been sent to Purchasing in Concord. ▪ **Fire Marshall Annual Safety Inspection** report was discussed and how deficiencies have be addressed. ▪ **LEDU electric stove (6)** have been removed & are awaiting transfer to White Farm A new portable countertop convection oven & rolling stainless steel table are now in service. ▪ **Town Hall stage laptop plug in directly to overhead projector repair P-1** has been submitted to Purchasing in Concord. ▪ **Johnson Heating** controllers: a punch list has been made of the remaining controller & programming issues.

***RESIDENT/STAFF MATTERS:**

A Resident Activity Summary of the many trips and activities during the period of 12/16/19 – 1/12/20 was reviewed.

Michelle Booker presented to the Board the power point presentation that she has given to all nursing staff regarding our staffing ratios and how the NHVH will be evaluating staffing needs based on resident acuity.

***BOARD MEMBERSHIP:**

A letter will be submitted to the Governor & Executive Council by the Department of New Hampshire Disabled American Veterans, recommending Robert Guldner's appointment to the Board of Managers as the DAV member of the veterans' service organization (Denise's term will expire on March 1, 2020).

***OTHER BUSINESS:**

Gilford High School invited Commandant LaBrecque to an event for first responders and veterans to recognize and honor their service, and present them with a gift. The English class Reading and Writing for the Workplace designed a business and they chose to build wooden flags. A flag was presented to a Commandant LaBrecque and to the representative from both the Police and Fire Departments.

Sarah Stanley, spoke about the Lakes Region Chamber, Business Inspiration Award. She has nominated the NHVH for the Golden Trowel award because of the capital project Kitchen and Laundry Equipment Upgrades that was recently completed. She will hear in the next day or two if the NHVH has been picked. Each year, the Lakes Region Chamber recognizes businesses for their economic development, construction, building or land improvements in the Lakes Region or Twin Rivers regions. The winners of the Business Inspiration Awards will be presented at the Lakes Region Chamber's Annual Meeting to be held on January 30, 2020.

***NON PUBLIC SESSION:**

At 10:22a.m. Motion made by Robert Blais, seconded by Denise DeBlois to enter Non Public Session. Non Public Session ended at 10:35a.m.

***UPCOMING EVENTS:**

~ *Facility-wide Super Bowl Party Theme Day* – January 31, 2020

~ *Valentine's Party* – February 14, 2020 - 2:30 p.m.

~ *Mardi Gras* – February 25, 2020 – 2:30 p.m.

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, February 10, 2020 at 9:00 a.m.

***ADJOURNMENT:**

Motion was made by Robert Blais, seconded by Raymond J. Goulet, Jr. to adjourn the meeting. M/C. Meeting was adjourned at 10:37 a.m.