



Kimberly M. MacKay
Commandant

New Hampshire Veterans Home
139 Winter Street
Tilton, NH 03276



Telephone: (603) 527-4400
Fax: (603) 286-4242

BOARD OF MANAGERS MEETING MINUTES

November 21, 2022

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); Robert Blais (American Legion); Richard Borrazas (Disabled American Veterans, Commander); Leon Rideout (Veterans of Foreign Wars State Commander); Elaine Baker (Female Resident); Allan Bailey (Male Resident); and Kimberly MacKay (Commandant).

EXCUSED: Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran); Raymond Goulet, Jr. (Vietnam Veterans of America); William Gaudreau (Dept. of Military Affairs & Veteran Services) Charles Arkwell (American Legion Department Commander).

GUESTS: Missy Robichaud (Assistant to the Commandant); Jorg Dreusicke.

***CALL TO ORDER BY CHAIRMAN:**

The November 21, 2022 Board of Managers Meeting was called to order at 9:01 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees present were led in prayer by Robert Blais, Chaplain for the Board of Managers, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – October 17, 2022:**

The Minutes of the Board of Managers Meeting of October 17, 2022 were reviewed and discussed. Motion was made by Robert Blais, seconded by Madeline Dreusicke, to accept the minutes. Minutes accepted by the Board. As there were no changes and the minutes will be placed on file. Motion carried unanimously.

***COMMUNICATIONS:**

Matt Henry (Director of Administrative Services) has been deployed as of November 10, 2022 and will return to the NHVH in approximately one year. Commandant MacKay is asking the Governor & Council for a fulltime temporary position for a CFO for the financial part of Matts position. Kim will cover the COO administration portion of Matts job.

NHVH 2023 Budget hearing is Monday November 28, 2022 at the State House.

***CENSUS UPDATE:**

As of November 18, 2022 the Home has 122 admitted veterans.
23 veterans have been approved and are awaiting an appropriate opening.
20 veterans have been approved but declined admission at this time and will remain on the wait list.
43 veterans have applied for admission and are in the application process. We have six new veterans scheduled for admission. We do one to two admissions per week, with a maximum of 131 residents with our staffing capacity.

Current Staffing vacancy at NHVH is as follows – Overall vacancy for the whole building is 37.4%, Nursing (Practitioner, RN & LPN) is 51.3%, Nursing (LNA's) is 44.8%. We have added 18 new LNA's to our team with the in-house LNA course we are able to offer.

***BUDGET UPDATE:**

Kim MacKay reviewed the FY22 (January 1, 2022 – March 30, 2022) Financial Summaries of the New Hampshire Veterans Home as of July 31, 2021, (Appendix C) with the board.

Equipment Purchase – We will be spending some equipment money on two new vehicles, that will replace two existing vehicles. We are replacing the 2010 Ford Flex with 152,000 miles, and the 2011 Chevy Impala with 80,000 miles. New vehicles are a Toyota Highlander and Chevy Traverse, they are both all-wheel drive and have the third-row seat options. Next budget we are asking for replacement of two buses.

NH Veterans Home is allowing the DAS to borrow one of the buses that does not get a lot of use for the winter months to shuttle their employees. This will allow the bus to get used and not sit for too long without use. They will be responsible for any repairs that arris during their use of the bus. This is one of the buses on the list to be replaced. We will be doing a memo of agreement between us for the use of the vehicle.

Room and Board rate increase will be discussed at next months board of managers meeting.

***CAPITAL PROJECTS REPORT:**

Kim MacKay provided an update on the New Hampshire Veterans Home’s efforts to date concerning capital projects and operations highlights:

Last week on October 10th, Bureau of Public Works issued the notice to proceed to Jacob’s engineering to begin design. It was issued later than anticipated but there should be no impact on construction schedule.

The Closet Sprinkler Project has been approved for funding; we are waiting for DPW to give approval to move forward. McFarland & Johnson has been approved to submit the design, they are looking for CAD drawings for the facility, working with DPW to help them with this.

Nurse Call Stations – We have added call bells into the bathrooms near the town hall. Some rooms needed the call bell location moved to be accessible to staff. This was a \$28,000.00 addition but was necessary for the safety of our residents.

ARPA Funds - The Governor and Council approved the use of the funds. Authorize to accept and expend \$1,120,000 of American Rescue Plan Act State Fiscal Recovery Funds to improve the effectiveness and efficiency of the information technology infrastructure throughout the facility. We have had a meeting with DoIT. We are looking to hire a project manager to see this through. It will be a two-stage project. First phase will be getting much better Wi-Fi coverage facility wide. The Second phase will be upgrading the conference rooms with technology for meetings.

HVAC Capital Project is about 95%, per the Plant Maintenance Engineer, it is lingering at that status pending Johnson Controls troubleshooting some pump pressure issues.

The third-floor addition status was discussed, due to the age of the project, should the project be funded, the NHVH will inevitably need to re-look at the design (and cost).

***QUALITY ASSURANCE REPORT: – Quarterly Report 2022**

It was decided to review this report at the December 19, 2022 Board meeting, and it was also decided the review of this report will be done in a Non-Public session with the board members going forward.

***RESIDENT/STAFF MATTERS:**

There are no residents and two staff who have Covid. We continue to conduct testing in accordance with the NH Public Health outbreak guidelines. If there are no new cases of Covid within the facility we are due to exit outbreak status on November 27, 2022. We will continue to follow PPE procedures for goggle and mask use.

Staff Orientation Video – We will be updating our orientation video which will include interviews with residents, staff, volunteers, and members of the Board. Madeline Dreusicke has accepted to be the Board of Managers spokesperson for this project.

Silva PCR Testing Machine – We have been approved to receive a machine that DHHS is donating to the NHVH. It should be here in the next couple of weeks. It is a symptomatic sylvia testing machine that will be used for residents and staff.

Paul Lloyd wanted to congratulate and thank Sarah Stanely for her three years here at NHVH and express his gratitude for the wonderful job she has done of promoting the home and getting all the activities on Facebook and in the new papers for the public to see what a wonderful place this is.

Paul also wanted to let the VSOs know they can Adopt-A-Vet for Christmas for \$75.00 each if they would like, and the staff will get presents for them.

We have started our Third in-house LNA Training class on Monday November 21, 2022.

We will be having a pizza party for all residents and staff on Wednesday November 30, 2022 that is being sponsored by the DAV. Thank you all very much.

We were lucky enough to have Rick Allan drummer from the Def Leppard band and his wife Laura Monroe founder of the Raven Drum Foundation come an entertain the residents, they all loved it and thought it was a wonderful program.

***BOARD MEMBERSHIP:**

We would like to welcome William Gaudreau (Department of Military Affairs & Veteran Service) and Allan Bailey (NHVH Male Resident) to the NHVH Board of Managers. All members positions are full

Robert Guldner (Disabled American Veterans) his term is up on March 1, 2023. He will need to proceed with re-appointment if that is his desire.

***OTHER BUSINESS:**

COVID-19 as of November 18, 2022:

Residents: Active – 0

Staff: Active – 2

2023 Board of Managers Meeting Dates will be as follows (usually the 3rd Monday of the Month):

January 23rd
February 13th
March 20th
April 17th
May 15th
June 19th
July 17th
August 21st
September 18th
October 16th
November 20th
December 18th

***UPCOMING EVENTS:**

Wednesday November 2 – Music w/ Gardner Berry – TH
Tuesday November 3 – Laconia Rotary Club Trip
Friday November 4 – NHVH Art Show – TH
Saturday November 5 – RC Plane Trip
Monday November 7 – Music w/ Mark Shelton – TH
Thursday November 10 – NHVH In-House – Veterans Day Ceremony – TH
Friday November 11 – Veterans Day
Friday November 11 – Music w/ Marlena Phillips – TH
Monday November 14 – Performance by Rick Allen – TH
Tuesday November 15 – AL Post 58 Adjutant Glen Jester – TH
Wednesday November 16 – Music w/ Bill Parker – TH
Thursday November 17 – Fiddler On The Roof Play Trip
Friday November 18 – Music w/ Denise & Randy Filiger – TH
Monday November 21 - Music w/ Mark Shelton – TH
Thursday November 24 – Thanksgiving Day
Friday November 25 – Music w/ Bob McCarthy – TH
Tuesday November 29 – Music w/ Stan Jr. – TH
Wednesday November 30 – NH DAV Pizza Party for ALL Residents & Staff
Wednesday November 30 – Funspot Bingo Trip

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, December 19, 2022 at 9:00 a.m. in the Tarr South Conference Room.

***ADJOURNMENT:**

Motion was made by Robert Blais, seconded by Madeline Dreusicke to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:43 a.m.