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BOARD OF MANAGERS MEETING MINUTES
May 15, 2023

PRESENT: Paul J. Lloyd - Chairman (Veterans of Foreign Wars); Robert Guldner (Disabled American Veterans); Robert Blais (American Legion); Madeline Dreusicke (Veterans of Foreign Wars Auxiliary); William Gaudreau (Dept. of Military Affairs & Veteran Services); Raymond Goulet, Jr. (Vietnam Veterans of America); Susan A. Cuddy (Veterans of Foreign Wars, Female Veteran); Elaine Baker (Female Resident); Kimberly MacKay (Commandant); Richard Borrazas (Disabled American Veterans, Commander); Leon Rideout (Veterans of Foreign Wars State Commander); Mark Vatcher (American Legion Department Commander).

EXCUSED: Allan Bailey (Male Resident).

GUESTS: Michelene Robichaud, (Assistant to the Commandant); Sarah Stanley (NHVH Public Information Officer); Brian Baker, (NHVH Security & Safety Supervisor).

***CALL TO ORDER BY CHAIRMAN:**

The May 15, 2023, 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 prayer by Robert Blais, Chaplain for the Board of Managers, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – April 17, 2023:**

The Minutes of the Board of Managers Meeting from April 17, 2023, were reviewed, and discussed. Motion was made by Raymond Goulet, Jr., seconded by, Robert Blais 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:**

Friday May 12, 2023, New Hampshire Veterans Home is no longer requiring the use of masks in the facility. The Veterans and friends and family can enjoy visiting throughout the facility with no restrictions. They can enjoy meals, entertainment, and activities with their loved ones once again. The residents and staff are excited to be able to “see” each other in over three years.

May 8 – 12, 2023 was Public Service Recognition Week for the State of New Hampshire. We had the Franklin Savings Bank affiliates donate a double suite and 40 tickets to the NHVH staff for the Fisher Cats baseball game. They all had a wonderful time. The SEA delivered 600 pcs of ice cream for all the staff, residents, and volunteers. It was a lovely treat for everyone. Thank You All.

May 14 – 20, 2023 is National Nursing Home Week – We will be celebrating with theme days during the week daily raffles and give-a-ways for the staff.

***CENSUS UPDATE:**

As of May 15, 2023, the Home has 126 admitted veterans.

22 veterans have been approved and are awaiting an appropriate opening.

4 Pending admission.

1 veteran has been approved but declined admission at this time and will remain on the wait list.

35 veterans have applied for admission and are in the application process.

***BUDGET UPDATE:**

Commandant MacKay reviewed the FY23 Financial Summaries of the New Hampshire Veterans Home as of April 30, 2023 (Appendix C) with the Board.

Commandant MacKay presented the Operational Budget to the Senate on April 21, 2023.

Commandant MacKay presented the Capital Budget to the Senate on May 4, 2023.

Commandant MacKay went to Fiscal on Friday April 21, 2023 to request to transfer funds within our budget for the heating/electricity increase as well as overtime due to our vacancy rates. That was approved.

***CAPITAL PROJECTS REPORT:**

Commandant MacKay and Brian Baker provided an update on the New Hampshire Veterans Home's efforts to date concerning capital projects and operations highlights:

- **Ceiling Lifts** – Phase I of installing eleven ceiling lifts was completed on May 12, 2023. Phase II will include additional ceiling lifts to be installed. Brian received the AI Assessment related to possible injuries during transfers back on Monday May 1, 2023 that was done on the Welch unit for the ceiling lifts. The results said by using the ceiling lifts opposed to the portable lifts, our upper body injuries would reduce by 20%-25%. That is a significant decrease in staff injuries.
- **Closet Sprinkler Project** –The VA has retracted the requirement for us to add sprinkler heads to our resident bedroom closets. We were given ARPA funds last year, \$638,000, to complete the project. Commandant MacKay has directed Public Works to stop the process. The Governor's office has also been informed.
- **Parking Lots Paving Project** – Due to staff shortages with NH Public Works department. The Paving Project has been put on hold, until spring 2024.
- **Pharmacy RFP** – Our current company was the lowest bidder. The low bid coupled with the quality service we currently receive made the choice clear.
- **Temporary Staffing RFP** – We have received 27 bids. We chose three companies that scored 100% with our requirements. We will continue forward with the RFA process.

***QUALITY ASSURANCE REPORT – Quarterly Report**

Commandant MacKay reviewed the report with the Board.

***RESIDENT / STAFF MATTERS:**

May 12, 2023 – We were removed from outbreak status.

***BOARD MEMBERSHIP:**

Richard Borrazas, Disabled American Veterans Commander.

Leon Rideout, Veterans of Foreign Wars State Commander.

Mark Vatcher, American Legion Department Commander.

They will be replaced by the new appointed commanders in June 2023. They will bring the new commanders with them to the June 19, 2023 Board of Managers Meeting.

***OTHER BUSINESS:**

VA Survey was April 18 – 21, 2023. We had an excellent survey with no clinical findings. We did have four minor life safety findings, which have or are being resolved.

Heather Sparano, Volunteer Coordinator Assistant was nominated by Sarah Stanley for the NH Healthcare Hero Award. She was presented and awarded her award on Thursday May 11, 2023. A well-deserved acknowledgment for Heather.

Sarah Stanley will be awarded the Governors Extraordinary Award, on May 17, 2023 and the award will be presented to her by the Governor and his Council. Congratulations Sarah !

***MONTHLY EVENTS:**

Tuesday May 2 – Music w/ Jim Tyrell – TH
Thursday May 4 – Music w/ Bob McCarthy – TH
Thursday May 4 – AUSA Army Dinner Trip
Sunday May 7 – Seacoast Cat Club Show Trip
Tuesday May 9 – Music w/ Mark Shelton – TH
Wednesday May 10 – Beech Hill Farm & Ice Cream Trip
Saturday May 13 – City of Franklin Parade Trip
Sunday May 14 – Mother’s Day
Sunday May 14 – Music w/ Gardner Berry – TH
May 14 – 20 – National Nursing Home Week
Tuesday May 16 – Music w/ Marlena Phillips – TH
Wednesday May 17 – Music w/ Bill Parker – HH
Friday May 19 – Armed Forces Day Ceremony – TH
Saturday May 20 – Armed Forces Day
Saturday May 20 – MOC Pup Tent BBQ on Tarr
Sunday May 21 – SNHUG / Ukulele Performance – TH
Tuesday May 23 – Music w/ Jackie Lee – TH
Tuesday May 23 – Scenic Drive to Alpaca Farm & DQ Trip
Wednesday May 24 – Ventriloquist / Magician Show – TDR
Friday May 26 – Music w/ Denice & Randy Filliger – TH
Monday May 29 – Memorial Day
Monday May 29 – Memorial Day Ceremony – TH
Tuesday May 30 – NH Veterans Cemetery Memorial Day Trip
Wednesday May 31 – Commandants Updated

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, June 19, 2023, at 9:00 a.m. in the NHVH Town Hall.

***ADJOURNMENT:**

Motion was made by Raymond Goulet, Jr., seconded by Robert Blais to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 9:40 a.m.