



Kimberly M. MacKay
Commandant

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BOARD OF MANAGERS MEETING MINUTES

FEBRUARU 26, 2024

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); Denis Querrard (Veterans of Foreign Wars State Commander).

EXCUSED: Allan Bailey (Male Resident); Leo Paquin (American Legion Department Commander).

GUESTS: Michelene Robichaud (Assistant to the Commandant); Brian Baker (NHVH COO); Jen Doig (NHVH CFO); Allison Parent (NHVH Admin, Quality, Policy & Resident Services).

***CALL TO ORDER BY CHAIRMAN:**

The February 26, 2024, Board of Managers Meeting was called to order at 9:00 a.m. by Paul Lloyd, Chairman of the Board of Managers. Attendees presents were led in prayer by Robert Blais, and the Pledge of Allegiance by Chairman Paul Lloyd.

***APPROVAL OF MINUTES – January 22, 2024:**

The Minutes of the Board of Managers Meeting from January 22, 2024, were reviewed and discussed. Motion was made by Raymond Goulet, Jr., seconded by Robert Blais, to accept the minutes. Minutes were accepted by the Board. There were no changes. Motion carried unanimously. The minutes will be placed on file.

***COMMUNICATIONS:**

NHVH New Addition – Commandant MacKay shared that the bids are due in by Wednesday February 28, 2024, for the project.

Commandant MacKay reported that we have 0 residents with Covid and 3 staff that tested positive. We continue to enact best practices to keep our veterans and staff healthy.

We have two new buses on order and anticipate the arrival of one of them by April 2024 with the second one due to arrive February 2025.

***CENSUS UPDATE:**

Census/Admissions – As of February 23, 2024, we have 129 veterans in the Home: 118 men and 11 women.

Our current wait list is as follows:

- 38 – Application Pool in Process
- 13 – Wait List
- 2 – Pending Admission from Wait List

***BUDGET UPDATE:**

Jen Doig reviewed the FY24 Financial Summaries of the New Hampshire Veterans Home as of January 31, 2024 (Appendix C) with the Board.

***QUALITY ASSURANCE REPORT: – Quarterly Report (10-1-23 – 12-31-23)**

Allison Parent reviewed and discussed the Quality Assurance quarterly report with the Board.

***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:

Commandant Mackay shared six new capital budget items that will be requested for the upcoming budget:

1. The removal of the twelve-thousand-gallon underground diesel tank that is used for the backup generator system that gets tested monthly. The goal is to address the removal of the fuel and tank before the fuel expires.
 2. Elevator Replacements – we have one that does not work at all, our two main elevators have needed repair often over the last few years and it is extremely hard to get replacement parts for them due to age of the elevators.
 3. The Life Enhancement Dementia wings – repair and refinish of siding and fencing around the units.
 4. Tarr South Unit – updating the unit to federal ADA compliance regulations.
 5. Tub Replacements – we have eleven tubs that need to be replaced.
 6. New beds in the facility – we will be asking for fifty new beds at each budget cycle, that would be twenty-five per year, until we have replaced all the beds.
- **Paving Project** – Triple Construction won the bid for the job. We anticipate a spring 2024 start on this project.
 - **Pond Paving Project** – It is anticipated to start this spring.
 - **Lift Project** – March 6, 2024, is the anticipated start date to begin the installation of 17 new lifts in the facility.
 - **Eversource Lighting Project** – It is anticipated to start in May 2024.
 - **Overhead Page System** – Has been repaired. They will be resetting the emergency cut-out time to last a bit longer for when they are doing morning announcements.

***RESIDENT / STAFF MATTERS:**

Elaine Baker expressed a concern about inconsistent heat between areas of the Home. Brain Baker will investigate this and have the heat adjusted.

***BOARD MEMBERSHIP:**

Raymond Goulet, Jr – Term is due August 26, 2024.

***OTHER BUSINESS:**

Commandant MacKay attended the National Association of State Veterans Home Winter Conference from February 5 – 9, 2024 in Washington DC.

***MONTHLY EVENTS:**

- Tuesday February 6 – Fun Spot Bingo Trip*
- Wednesday February 7 – Music w/ Phil Breton – TDR*
- Saturday February 10 – Music w/ The Dave Only Band – TH*
- Sunday February 11 – Superbowl Party – TH*
- Tuesday February 13 – Mardi-Gras Party – TH*
- Tuesday February 13 – Music w/ Marlena Phillips – TH*
- Wednesday February 14 – Valentines Day*
- Wednesday February 14 – McAuliffe-Shepard Discovery Center Trip*
- Thursday February 15 – Music w/ Stan Jr. – TH*
- Monday February 19 – Presidents Day*
- Monday February 19 – Music w/ Carroll Brown – TH*
- Tuesday February 20 – Music w/ Tim Kierstead – TH*
- Thursday February 22 – B-Day Bingo Sponsored by VFW & Aux Post 1631 – TH*
- Friday February 23 – Music w/ Bob McCarthy – TH*
- Friday February 23 – Music w/ Phil Breton – TDR*
- Saturday February 24 – Music w/ The Belair's – TH*
- Wednesday February 28 – Music w/ The Clandestine Jazz Band – TH*
- Thursday February 29 – Wal-Mart Trip*

***DATE OF NEXT MEETING:**

The next monthly Board of Managers Meeting will be held on Monday, March 18, 2024, 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 9:47 a.m.