

**SUBJECT  
TO  
APPROVAL**

**Board of Trustees  
10 April 2019  
A. Luke Crispe Room  
1230 hours**

**SUBJECT  
TO  
APPROVAL**

**Present:**

Colonel Joseph Krawczyk, President  
Colonel Gary DeGasta, Vice President  
Michael Klopchin, Secretary  
Kent Butterfield  
Arthur Charron

Andrew Cotrel  
Captain Brenda Cruickshank  
Charly Dickerson  
Michael diMonda  
Frederick Dunn

Dr. Jacqueline Kelly  
Wes Mook  
Jamie Percey  
Joyce Scribner

**Excused:** Robert E. Burke

Robert Hooper

**Guest:**

Robyn Boland, Executive Assistant

The meeting was called to order by President Krawczyk at 1230.

All present participated in the Pledge of Allegiance.

Roll call was taken by Secretary Klopchin and a quorum was announced.

Mr. Andrew Cotrel made a motion to accept the minutes from December 2018 as written, seconded by Mr. Michael diMonda. Motion carried.

TOPIC	DISCUSSION	ACTION
<b>PRESIDENT WELCOME</b>	President welcomed Board of Trustees. Also announced that the Board would like to recognize the great job the entire staff did on the last VA survey - all staff, all departments.	<b>INFO</b>
<b>EMPLOYEE RECOGNITION</b>	Employees were recognized for their many years of service. All staff commended for their great efforts every day as this shows in the survey results.	<b>INFO</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>HOME REPORTS PATRICIA CROSSMAN NURSING</b>	Fifth year in a row with clinical services with no deficiencies. Praised the staff and leadership team for their dedication to our Veterans and Members. Attended and presented "From Focus to Five Star Rating"	<b>INFO</b>

<p><b>DR. PETER KING MEDICAL DIRECTOR</b></p> <p><b>COO</b></p>	<p>with the CEO at the ACHCA (American College of Health Care Administrators) Conference in Kentucky last month.</p> <p>RFP is still out so waiting on approval for the Sim Lab mannequin. Conducting competencies with all clinical staff. Still having staffing issues and trying a different interview/hiring process. Continue to be “survey ready” and currently have a mock survey in progress with Clay Associates. Perform internal Plan of Corrections to fix/educate/improve. Education being done as Phase III of the new Medicare PDPM (Patient Driven Payment Model) to be implemented October 1, 2019.</p> <p>Reported the VA to provide 4 hours per week as part-time support of a geriatric psychiatrist starting in August in a combination of in-person and telehealth services. Requests the Board to be mindful of the need to expand on primary care resources and mental health care when working on Strategic Planning as support from the VA has gradually decreased recently so need to plan ahead.</p> <p>Assisted with managing facility outbreaks this past winter. Building a relationship with the Vermont Ethics Network as they have provided guidance to us with some scenarios. Discussion regarding whether VVH is involved with or using Community Care, like for surgical specialties.</p> <p>Thanked the Board members that were able to attend at the State House for the budget and also the Card Room, and also for reaching out to Legislators. Will need assistance again next year.</p> <p>VA Survey went well. Promising to hear Secretary of Veterans Affairs Robert Wilkie at NASVH Convention speak about “we” will be working on issues so hopeful going in the right direction.</p> <p>Working out a few bugs with the new 1010SH electronic system.</p> <p>Discussion regarding article in local paper about Personal Needs Allowance and how VVH uses the Members Assistance Fund to help residents with personal items/needs.</p> <p>Still having Veteran-sourced meals and advised Harwood Homestead dropped off Easter hams and breakfast sausage. Would like to build more on the Veteran Farming Program.</p> <p>Staff have provided a lot of the great ideas that have contributed to getting to our 5-Star level.</p> <p>Discussion on need to be ready in case the law changes on medical marijuana.</p>	<p><b>INFO</b></p> <p><b>INFO</b></p> <p><b>INFO</b></p>
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<p><b>COMMITTEE REPORTS</b>  <b>MRS. SCRIBNER</b>  <b>BUDGET AND FINANCE</b></p>	<p>Recommended to review the reports provided by the Financial Director (at a Compliance Conference in Boston) and advise if any questions.</p>	<p><b>INFO</b></p>
<p><b>CAPTAIN</b>  <b>CRUICKSHANK</b>  <b>OPERATIONS</b></p>	<p>Reported had discussion about the Farm to Table Program.  There will be a few findings regarding Life Safety from the recent VA Survey relating to the doors – which will part of the VA Security Grant VVH is trying to receive to update the doors, entry with card, increase lighting and install emergency call boxes in parking lot, and more. April 24<sup>th</sup> BGS will be at VVH to meet with Environmental Director.  Have achieved goal relating to the census.</p>	<p><b>INFO</b></p>
<p><b>MR. BUTTERFIELD</b>  <b>OUTREACH AND</b>  <b>MARKETING</b></p>	<p>Interviewing candidates for the Admissions and Marketing Director position that is currently vacant.  Continue with visiting events, newspaper, television, and Geofencing. Would like to get on radio and get more involved with digital marketing. Mary Smith has been covering up north. Working on coverage for Mayfest and other upcoming events.</p> <p>Discussion to sponsor the Purple Heart Association Veterans Golf Tournament again this year, as have done in previous years, at the same level. Motion was made by Captain Cruickshank to donate \$1,000.00 to the golf tournament. Second by Mr. diMonda. The Motion was carried.</p>	<p><b>INFO</b></p> <p><b>CLOSED</b></p>
<p><b>STRATEGIC PLANNING</b></p>	<p>Nothing to report as no meeting held.</p>	<p><b>INFO</b></p>
<p><b>MR. FRED DUNN</b>  <b>BUILDINGS &amp; GROUNDS</b></p>	<p>Lengthy discussion on the Strohmaier lease-uses for the land, whether to terminate the lease and/or when. President Krawczyk proposed a motion that the Board of Trustees have voted to notify Mr. Strohmaier of our intent to terminate the lease as of March 31, 2020. Motion made by Mr. Mook. Second by Mr. diMonda. Motion was carried.</p>	<p><b>CLOSED</b></p>

	<p>Solar RFP is complete and will now go to Purchasing for distribution.</p> <p>Maintenance to the oxygen system is ongoing and saving a lot of oxygen with the repairs to system.</p> <p>Leasing two trucks with Fleet Management. The trucks get used year-round.</p> <p>Long-term plan to work on the outside appearance of the Administrative building keeping with the historic look and to upgrade windows.</p> <p>Need to work on the south side of the barn as weathered. On-going efforts to clean out the barn.</p> <p>Paving should take place in a few weeks.</p> <p>Two projects to begin soon with donated funds is the wheel-chair capable Putting Green and WWIA donated for the cover over the shooting range.</p> <p>Plan to do work on the Deer Park yard, dividing it into sections to allow for regrowth without restricting visibility and have access for feeding.</p>	<b>INFO</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>BOARD ED &amp; TRAINING</b>	<p>Chair of the Education and Training Subcommittee, Col. DeGasta, presented handout of a draft agenda for the event at the Quechee Inn on June 11 and 12<sup>th</sup>. Reviewed the proposed sessions, workshops, and panelists based on feedback from last year.</p>	<b>INFO</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>EXECUTIVE SESSION</b>	<p>A motion was made by Mr. Cotrel to go into executive session to discuss personnel. The motion was seconded by Mrs. Scribner. The motion carried.</p> <p>A motion was made to exit executive session by Mr. Cotrel, seconded by Mr. Percey. The motion carried.</p>	<b>CLOSED</b>  <b>CLOSED</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>ADJOURNMENT</b>	<p>Meeting adjourned by President Krawczyk as no other business before the Board.</p>	<b>CLOSED</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>

Meeting was adjourned at 1427. Next Board Meeting 11-12 June (Education/Training, Quechee, VT), 14 August, 9 October, 11 December.