

**SUBJECT  
TO  
APPROVAL**

**Board of Trustees  
14 August 2019  
A. Luke Crispe Room  
1230 hours**

**SUBJECT  
TO  
APPROVAL**

**Present:**

Col. Joseph Krawczyk, President  
 Captain Brenda Cruickshank  
 Frederick Dunn  
 Jennifer Carmichael  
 Jacqueline Kelly  
 Dan Hillard

Col. Gary DeGasta, Vice President  
 Charly Dickerson  
 Joyce Scribner  
 Jamie Percey  
 Wes Mook  
 Robert Burke

Mr. Michael Klopchin, Secretary  
 Kent Butterfield  
 Michael diMonda  
 Arthur Charron  
 Robert Hooper

**Absent:** Andrew Cotrel

**Guest:** Mary Morrissey  
 Dolores Krawczyk, volunteer

Patricia Crossman, DNS  
 Mary Ryan

LNA Students

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

The Pledge of Allegiance was recited.

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

A motion was made by Ms. Carmichael to accept the minutes from 10 April 2019, seconded by Ms. Scribner. Minutes were unanimously approved.

A motion was made by Ms. Scribner to accept the minutes from 7 May, seconded by Mr. diMonda. Minutes were unanimously approved.

TOPIC	DISCUSSION	
<b>WELCOME</b>	President Krawczyk welcomed visitors and guests. Nursing Students were recognized. New Trustees were introduced to their first official meeting of the Board. VVH retirees and employee years of service were recognized by CEO, Melissa Jackson.	<b>Info</b>
<b>CEO REPORT NASVH RESULTS</b>	The CEO reported issues discussed at the NASVH (National Association of State Veterans Homes) convention in Colorado which included survey appeals would now be handled by Veterans claims increasing the delay for decisions; Mission Act; changes to Dom regulations and reimbursement which may negatively affect the Dom in the nursing facilities and 1010 SH changes. A bill (HR4138) has been introduced that CMS would accept VA survey results.	<b>Info</b>

<b>CONSTRUCTION GRANT</b>	Paperwork has been submitted to the VA Construction Grant for replacement of doors within the facility as well as access doors; State matching funds have been secured.	<b>Open</b>
<b>CMS PHASE III</b>	Phase III implementation is November 2019. MOU with VT Ethics to address ethical issues has been established. Corporate Compliance Committee must be created by the Trustees per CMS regulations.	<b>Open</b>
<b>MEDICATIONS</b>	Senator Ashe has been integral for a change in Federal Legislature for the VA to pay for medications for Veterans who reside at State Veteran's homes.	<b>Info</b>
<b>TOPIC</b>		<b>ACTION</b>
<b>DNS REPORT</b>	<p>Simulation mannequin has arrived and is in use for staff education.</p> <p>Open positions are being filled reducing the need for agency staff.</p> <p>LNA Nursing class had 6 students and they were encouraged to apply for permanent positions upon graduation and passing of the boards.</p> <p>Mock survey has identified areas for improvement as VVH is in the survey window. Working in pairs, Nurses have been exposed to unexpected conditions and problems which have not been encountered in order to prepare for those situations.</p> <p>EMR (Electronic Medical Records) was implemented in July 2014 and has provided instant notification for immediate corrections.</p> <p>Donna Richards was recognized for her indomitable spirit and dedication to the Home.</p>	<b>Info</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>MEDICAL PROVIDER</b>	<p>Coordinated care for VVH Veterans is available at the VA Clinic.</p> <p>Geriatric-psychiatry may be available at the VA Medical Center in White River Junction. Tele-med is considered for the future with the VVH purchasing the necessary equipment for the service. Veterans will benefit since services are provided at the VVH and cost of transportation will be reduced.</p>	<b>Info</b>  <b>Open</b>

	<p>Training for change in condition and acute care rounds with nurses has begun. Stewardship continues for the use of antipsychotic medications due to the possibility of violent behavior because of delusions or warfare experiences.</p>	<b>Info</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>EDUCATION AND TRAINING</b>	<p>Col. DeGasta presented results of the questionnaire and despite the lack of Legislative members, it was deemed successful and may become an annual event. A suggestion was made to invite the Legislators to the VVH to show them how good the Home is and why it has set the standard.</p> <p>Discussion regarding the E&amp;T included a change of date and location as well as alternative programs or speakers. It was proposed the Committee explore other locations central to members and within budget guidelines.</p>	<p><b>Info</b></p> <p><b>Open</b></p>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>BUDGET AND FINANCE</b>	<p>Auditors will arrive the week of 16 September. Information will be available to the Board October 2019.</p> <p>A review of the 2020 Budget was presented by Steve McClafferty, Finance Director. VVH request for financial assistance from the State is 0.06% of 1% of the State budget.</p> <p>A report on donations to the Home and trust accounts was given.</p>	<b>Info</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>BUILDINGS &amp; GROUNDS</b>	<p>Design for the VVH is scheduled to be completed by October 2019.</p> <p>Updates were given on conditions in the cellar, oxygen, paving and the installation of speed bumps, and management of fleet vehicles (leasing as opposed to purchasing).</p> <p>Discussion ensued regarding the road conditions at the Chamber of Commerce which leases the premises from the Board. Per the lease the Chamber is responsible for all maintenance. The CEO will draft a letter to the Chamber voicing the Board's concerns.</p>	<p><b>Info</b></p> <p><b>Open</b></p>
<b>ENCORE SOLAR</b>	<p>Mr. Dunn compared the original proposal to the current plan which was more favorable to the company and less advantageous to the VVH. The Solar Subcommittee supports the refusal of the proposal. Mr. Dunn made a motion to reject the RFP from Encore Solar, seconded by Dr. Kelly. Discussion followed. A vote was called, and the Board unanimously approved the motion. Encore Solar will receive written notification advising them of the termination of interest.</p>	<b>Closed</b>

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>BY-LAWS</b>	Mr. Dickerson requested each member of the Board review duties of their respective committee(s). Eligibility requirements of National Guard members was reviewed.	<b>Open</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>OPERATIONS STRATEGIC PLANNER</b>	Specifications for a strategic planning consultant had been discusses. An RFP will state a one-year contract with an option for an additional year dependent upon results. A motion was made by Captain Cruickshank, seconded by Dr. Kelly, for an RFP one-year contract with a 1-year extension option based on performance. A vote was taken; the motion carried. The CEO will write the RFP.	<b>Open</b>
<b>EMPLOYEE RECOGNITION</b>	By-laws regarding employee recognition were reviewed and qualifiers for recognition were discussed.  Corporate Compliance regulations will be reviewed at the October 2019. All members were charged to be prepared to discuss the information.	<b>Info</b>  <b>Open</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>OUTREACH &amp; MARKETING</b>	Melinda Crowl was approved as the new Marketing Coordinator.  During the committee meeting, Mary Smith reported on admissions activities and recruitment events.	<b>Info</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>STRATEGIC PLAN</b>	A CON has been established with the legislature and the Veterans' Home in the House and Senate.  Discussion in committee was to engage a corporate attorney to verify the VVH as a state agency and to review trust accounts and lands the Home manages.  A suggestion was made to explore optional dates and location of Education and Training.	<b>Info</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>NOMINATING COMMITTEE</b>	At the June meeting of the Board, the Committee solicited interest for officers on the Board.  Mr. Dickerson made a motion to nominate Joseph Krawczyk for President, seconded by Mrs. Scribner. The motion carried.  Mr. Dickerson made a motion to nominate Gary DeGasta for Vice President, seconded by Captain Cruickshank. The motion carried.	<b>Closed</b>

	<p>Dr. Kelly made a motion to nominate Michael Klopchin for Secretary/Treasurer, seconded by Mr. Percey. The motion carried.</p> <p>Mr. Dickerson nominated Captain Cruickshank for a one-year term for the Executive Committee. A motion was made by Dr. Kelly to accept the nomination, seconded by Ms. Carmichael. The motion carried.</p> <p>Mr. Klopchin nominated Mr. Dickerson for a one-year term for the Executive Committee. A motion was made by Mr. Mook to accept the nomination, seconded by Mr. Percey. The motion carried.</p>	
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>PUBLIC COMMENTS</b>	<p>Representative Morrissey was recognized and thanked for her continued support of the Home.</p> <p>All reports sent to the Board will be in a pdf format.</p> <p>A motion to adjourn the meeting was made by Captain Cruickshank and seconded by Mr. diMonda. The motion carried.</p>	<b>Info</b>

Meeting adjourned at 1455 hours. The next meetings are 9 October 2019, 11 December 2019.