

**SUBJECT  
TO  
APPROVAL**

**Board of Trustees  
12 December 2018  
A. Luke Crispe Room  
1235 hours**

**SUBJECT  
TO  
APPROVAL**

**Present:**

Colonel Gary DeGasta, Vice President  
Michael Klopchin, Secretary  
Robert E. Burke  
Kent Butterfield

Arthur Charron  
Captain Brenda Cruickshank  
Michael diMonda  
Frederick Dunn

Robert Hooper  
Jamie Percey  
Joyce Scribner

**Excused:** Colonel Joseph Krawczyk, President  
Dr. Jacqueline Kelly

Andrew Cotrel  
Wes Mook

Charly Dickerson

**Guest:** Kenneth Coonradt, Chaplain  
Liz Ruffa, Veteran Farming Initiative/Northshire  
Grows

Father James Holden  
Robyn Boland, Executive Assistant

Reverend Richard McSherry

The meeting was called to order by Vice President DeGasta at 1235.

All present participated in the Pledge of Allegiance.

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

Mr. Robert Hooper made a motion to accept the minutes from August 2018 as written, seconded by Mr. Jamie Percey. Motion carried.

TOPIC	DISCUSSION	ACTION
<b>VICE PRESIDENT WELCOME</b>	Vice President welcomed Board of Trustees and recognized guests. Board members were invited to sign up for the employee turkey distribution to take place next week.	<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 and the reason VVH is so outstanding. A Board coin was presented to Niles Callanan for his above and beyond efforts to assist our Veterans and Members, hosting BBQ's and donating the proceeds to the VVH Resident Council. President of the Resident Council, Richard Vachon, presented Niles with a plaque from the Resident Council as well.	<b>INFO</b>
TOPIC	DISCUSSION	ACTION

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<b>HOME REPORTS</b> <b>CEO</b>	CEO reminded Day of Remembrance starts at 3:00 pm after the meeting.	<b>INFO</b>
<b>CALL OUTS</b>	Presentation on call outs and provided information that will be included in the budget presentation.	<b>INFO</b>
<b>DOM REGULATIONS</b>	Announced that after 10 years, the VA released the DOM and Adult Day Health Care Regulations. One concern was regarding the initial publication or suggestion the definition of primary care in the DOM was going to include comprehensive mental health services and surgery-it will not, in part due to VVH submitted a comment that they specifically cited our concern that if their definition of primary care went into place-they cited our concern as the reason they changed the definition. Now that the Adult Day Health Care Regulations are available, Strategic Planning could explore if this is a future possibility.	<b>INFO</b>
<b>MISCELLANEOUS</b>	<p>Briefed the Board on the many meetings and events attended during November and while in Washington, D.C. and was able to advocate for our Veterans to many influential people.</p> <p>Caregiver Journey Map video provided by the Elizabeth Dole Foundation was shown that will allow VVH to plug in our information and market our specialized care.</p> <p>Provided slide showing July DAIL report numbers.</p> <p>The CEO requested \$50,165.93 from the unrestricted Endowment account for staff education (for diagnosis coding specialist, QAPI certification, MDS training, and behavioral) and Cardinal Point Improvements. Motion made by Captain Cruickshank to transfer said funds, second by Mr. diMonda. The motion carried.</p> <p>The CEO advised received one request to make the Deer Park smoke free, and requested guidance from the Board. The Board has taken this request under advisement.</p> <p>CEO requested the Board accept the QAPI Plan and Facility Assessment. Motion made by Mrs. Scribner, second by Captain Cruickshank. Motion passed.</p>	<p><b>INFO</b></p> <p><b>CLOSED</b></p> <p><b>OPEN</b></p> <p><b>CLOSED</b></p>

<p><b>PATRICIA CROSSMAN NURSING</b></p> <p><b>SIM LAB</b></p> <p><b>STAFFING</b></p>	<p>Announced very good feedback from attendees at the PointClickCare conference CEO and DNS presented at.</p> <p>Clinical Simulation Lab starting soon that will insure we are meeting our standards of practice, education, improve on skills, practice on and give confidence to staff as very interactive.</p> <p>Still dealing with staffing issues. 5 LNA's coming in. Have MDS candidate in the pipeline. Attention will be given to staff education for their safety dealing with behavioral health as seeing more difficult behaviors, and are more physical, healthy, active and strong.</p>	<p><b>INFO</b></p>
<p><b>DR. PETER KING MEDICAL DIRECTOR MENTAL HEALTH</b></p>	<p>Provided information relating to mental health and the gradual shift in demographic cared for often have multiple mental health diagnosis, and adding dementing illness, poses challenges. Focus has been given to increase our dementia program, resources and psychological services. A challenge has been that the VA has been unable to help follow through with psychiatric support the past year. There is a need for more resources.</p> <p>Meet regularly numerous times each month with consultant pharmacist reviewing antipsychotic use. Recently visited Bedford and trying to develop a relationship with them to help us. Developed a policy on use of supplements and medicinal herbs. Discussion on telemedicine use with mental health.</p>	<p><b>INFO</b></p> <p><b>INFO</b></p>
<p><b>COO ACTIVITIES</b></p>	<p>VVH is more than a nursing home – it touches the community, county and state and its success is because of the hardworking staff. Events include: American Legion Gift Program, Community Tree Lighting, Wreaths Across America, Donation Weekend, and VFW Christmas party.</p> <p>Introduced Liz Ruffa from Northshire Grows that assisted in our ability to have our Veteran-sourced meals. There is increased interest in veteran farming as combat veterans want to do farming - Possibility of VVH being a part of bringing veteran farming to Vermont with Northshire Grows.</p>	<p><b>INFO</b></p> <p><b>INFO</b></p>
<p><b>LIZ RUFFA NORTHSHIRE GROWS</b></p>	<p>Presented information on Northshire Grows, a food systems network, helps farmers run their businesses, Farm to School programs, and is on the Board of the Vermont Food Bank. One objective is to</p>	<p><b>INFO</b></p>

<p><b>ADMISSIONS/MARKETING</b></p>	<p>increase the supply and demand relationships between local and regional farms and the institutions that buy a lot of food. Cited many programs working with. Would like to return to give full presentation of Northshire Grows and how VVH could be a part of bringing veteran farming to Vermont.</p> <p>Provided current census figures. Dom has a waiting list. Recognized admission team for efforts to keep census up, especially this time of year. Referred to Marketing report handout in packets. Have been requested to present at national conventions, to join fellowships of a national foundation, and local events as well. Working on resources to obtain better referrals. Post card mailing was successful form of marketing. Requested Board to advise if any of them receive geofencing pop-up ads on their phones.</p>	<p><b>INFO</b></p>
<p><b>TOPIC</b></p>	<p><b>DISCUSSION</b></p>	<p><b>ACTION</b></p>
<p><b>COMMITTEE REPORTS</b> <b>MRS. SCRIBNER</b> <b>BUDGET AND FINANCE</b></p>	<p>After discussion regarding writing off bad debt (uncollectible as all deceased except for one) in the amount of \$402,804.27 a motion was made by Captain Cruickshank, seconded by Mr. Percey. The motion carried. The audit report is available upon request.</p>	<p><b>CLOSED</b></p>
<p><b>CAPTAIN CRUICKSHANK</b> <b>OPERATIONS</b></p>	<p>Reported discussed the Board money to CEO, TeleMeds and cite services, and staffing monies.</p>	<p><b>INFO</b></p>
<p><b>MR. BUTTERFIELD</b> <b>OUTREACH/MARKETING</b></p>	<p>Referred to report already given by Gary Yelle.</p>	<p><b>INFO</b></p>
<p><b>MR. HOOPER</b> <b>STRATEGIC PLANNING</b></p>	<p>Reported continued to discuss how to expand to serve all Veterans in the state, expanding our reach, other facilities, other corporations, other agencies. CEO has a draft RFP to share with Mr. Hooper to put out for a feasibility study on Adult Day Health Care now that have regulations, possibility of Chittenden County due to heavy population in that area. Locating and finding Veterans in the state is an issue.</p>	<p><b>OPEN</b></p>
<p><b>MR. FRED DUNN</b> <b>BUILDINGS &amp; GROUNDS</b></p>	<p>Reported paving project delayed until spring due to weather. The solar RFP was kicked back-working on resubmitting. Have bids out for security access for the entrances-expect results possibly in January.</p>	<p><b>OPEN</b></p>

	Upon removal of nurses' stations, will be looking into one unified call-in system. Discussed the Park Street fence and Cardinal Wing fence. Will need to address the Strohmaier lease before next fall, which has a six-month termination notice clause. Disaster Plan discussion in case of a major emergency were to happen relating to water and food supplies, geothermal system and generator capability. East wing renovations and extension to possibly relocate laundry, shipping and receiving to that area were discussed.	
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>COMMENTS</b>	Reminder: Card Room, January 29, 2019.	<b>INFO</b>
<b>ADJOURNMENT</b>	A Motion to adjourn the meeting was made by Mr. diMonda and seconded by Mrs. Scribner. Motion passed.	<b>CLOSED</b>

Meeting was adjourned at 1442. Meetings for 2019: 13 February, 10 April, 11 & 12 June (Education and Training at Quechee, VT)  
14 August, 9 October, 11 December.