

**Board of Trustees  
8 August 2018  
A. Luke Crispe Room  
1235 hours**

**Present:**

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

Andrew Cotrel  
Charly Dickerson  
Michael diMonda  
Frederick Dunn  
Robert Hooper

Patricia Howes  
Dr. Jacqueline Kelly  
Wes Mook  
Jamie Percey  
Joyce Scribner

**Excused:** Robert E. Burke

Captain Brenda Cruickshank

**Guest:** Representative Mary Morrissey  
Kenneth Coonradt, Chaplain

John Miner, Vietnam Veterans/VT Outreach  
Rev. Richard McSherry

Lisa Sloan, Disabled American Veterans  
Robyn Boland, Executive Assistant

The meeting was called to order by President Krawczyk at 1235.

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 April 2018 as written, seconded by Mr. Michael diMonda. Motion carried.

TOPIC	DISCUSSION	ACTION
<b>PRESIDENT WELCOME</b>	President welcomed Board of Trustees and introduced the new appointee, Ms. Patricia Howes. Ms. Howes gave a brief background of military experience. Col. DeGasta presented her with a Board Coin.	<b>INFO</b>
<b>NASVH CONVENTION</b>	President announced CEO, COO and himself in San Antonio, TX for National Association of State Veterans Homes (NASVH) Summer Conference last week, and that CEO was elected as Second Vice President of NASVH. Also, VVH will receive EMR grant money due to signing of congressional budget for the VA. Good information from the conference and plan to continue to attend in future years.	<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 plays a part in CEO achieving new role as Second Vice President.	<b>INFO</b>

TOPIC	DISCUSSION	ACTION
<b>NOMINATING COMMITTEE</b>	Mr. Dickerson stated committee has not received any interest from other members for the 5 offices and requested if there were any other nominations from the Board at this time. Hearing none, Mr. Dickerson made a motion to nominate and elect Joe Krawczyk as President. The motion was seconded by Mr. Percey. The motion carried. Mr. Dickerson made a motion to nominate and elect Gary DeGasta as Vice President. Mr. Cotrel seconded the motion. The motion carried. Mr. Dickerson made a motion to nominate and elect Michael Klopchin as Secretary. Motion was seconded by Mrs. Scribner. The motion carried. Mr. Dickerson made a motion to nominate and elect Captain Cruickshank as a member of the Executive Committee. Mrs. Scribner seconded the motion. The motion carried. President Krawczyk requested a motion to nominate and elect Mr. Dickerson as a member of the Executive Committee. Mr. Mook so moved to accept the motion. Mr. Cotrel seconded the motion. The motion was carried.	<b>INFO</b>
TOPIC	DISCUSSION	ACTION
<b>HOME REPORTS CEO</b>	CEO commended the Laundry staff on dealing with this level of hot and humid weather and still taking care of their responsibilities every day.	<b>INFO</b>
<b>FY18 CALL OUTS</b>	CEO gave presentation on FY18 call outs. Announced granted participation in a pilot program: Under State Regs each State agency has a capped number of positions allowed; sent memo to Commissioner of Finance requesting some nursing positions- those positions had to be equal to or less than our annual overtime expenditure. The purpose behind this is to reduce overtime use and agency use, and help with staffing issues. Goal is budget neutral and/or reduce overtime. Must be direct care positions.	<b>INFO</b>
<b>NASVH OVERVIEW</b>	Waiting for DOM regs as they are in concurrence at this time.	<b>INFO</b>
<b>IPERA AUDITS</b>	IPERA Audit Repayment (improper payment audits performed by VA) checks documentation sent into White River Junction and determine if paid appropriately. VVH has not been billed, but also have not been audited yet. CEO has advised the staff importance of forms being done timely and accurately.	<b>INFO</b>
<b>NASVH TOPICS</b>	Conference topics included: Customer Service, Wound Care, MDS (Minimum Data Set), ADHC (Adult Day Health Care) and Pharmacy.	<b>INFO</b>
<b>STRATEGIC GOALS</b>	Gave overview of NASVH presentation on Strategic Goals, State Home Programs (Homes allowing/not allowing spouses and/or Gold Star Parents), Vermont Nursing Home Occupancy report for May-VVH is consistently above the state average.	<b>INFO</b>
<b>CMS</b>	CMS payment changes coming October 1, 2019. Will be diagnosis/condition focused.	<b>INFO</b>

<b>PATRICIA CROSSMAN NURSING</b>	<p>Thanked staff for outstanding job during survey. Working on Falls Prevention, doing a Root Cause Analysis, and engaging residents in more activities to decrease falls. Also revamping process with shift to shift report, and RN's responsibilities. Resident Council invited DNS to meeting and hopes to continue to attend. Looking at the Buddy System to help reduce behaviors.</p>	<b>INFO</b>
<b>COO</b>	<p>VVH is one of 158 State Veteran Homes-offering the best care and the opportunity for our residents to keep on living. Some events for our residents: The car show, concerts, picnics, air rifle pistol range, fishing derbies, and virtual reality (first Veteran Home in the country to use it). Future items: Game room, putting green (wheelchair capable). One meal a month is Vermont Veteran Farm-Sourced. Third year of the Veterans' Community Garden still a success. Read narrative of Northshire Grows and asking at next meeting to outline concept of Veteran Farming Training Center with VVH first in New England.</p>	<b>INFO</b>
<b>ADMISSIONS/MARKETING</b>	<p>Provided current census figures and FY18 stats. Dom has a waiting list. Working on a low-census action plan.</p> <p>Intermission at 1353; meeting resumed at 1400.</p>	<b>INFO</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>COMMITTEE REPORTS MRS. SCRIBNER BUDGET AND FINANCE</b>	<p>Advised had discussion today about the income streams-where we are going and how to get there. Committees will need to work together. Report is available. President Krawczyk announced received a request from the Purple Heart Association to sponsor the Golf Program at the Battalion level again this year. Mr. Cotrel made the motion to participate again. Mrs. Scribner seconded the motion. Motion was carried.</p>	<b>INFO</b>
<b>CEO OPERATIONS</b>	<p>CEO already covered topics earlier in meeting.</p>	
<b>MR. BUTTERFIELD OUTREACH AND MARKETING</b>	<p>Outreach Committee has been attending American Legion, VFW and DAV summer conventions. In June had a 15 second public service announcement ad on Comcast. Updates are ongoing on multimedia platforms: Website, Facebook, Instagram, Twitter and YouTube. Encouraged all to "like" us as will help spread the word about VVH. Also, will try using geofencing in the White River Junction area. Will do a direct mailing soon, will be at Rutland State Fair and Champlain Valley Fair. Have ads in many newspapers and on radio. Bennington Battle Day coming up next week and will have events with that.</p>	<b>INFO</b>

<p><b>MR. HOOPER STRATEGIC PLANNING</b></p> <p><b>MR. FRED DUNN BUILDINGS &amp; GROUNDS</b></p>	<p>One area is how to best serve Veterans that are not here right now/don't need to be yet-future Veterans. Discussion relating to entertaining services (off-site facility) outside of Bennington, such as in the Burlington area, so we can serve Veterans in the whole state, not just here. Mr. Hooper made a motion that the Board authorizes the committee to investigate the availability of funding and implementation of a feasibility study to offer Veterans outside the Bennington County area services. Motion was seconded by Mr. Cotrel. Motion was carried. CEO will reach out to colleagues regarding feasibility studies.</p> <p>Rejected the one bulk oxygen system bid as much higher than expected. Investigated repairing the system, which was able to be done, and loss of oxygen was reduced by 75%. Will need to perform on-going maintenance to the system and will join the two sides of system together and serve out of one area which will save money. Renovations to the second-floor guest room completed. Will market availability more once all 3 rooms are completed. Steam system analysis completed and found will need a lot of repairs. Repaving project is on track for the fall-will be done in two phases. Bridge is done by Trout Pond as first stage of the Mobility Trail. Friends of VVH contributed money towards the bridge.</p>	<p><b>OPEN</b></p> <p><b>INFO</b></p>
<p><b>TOPIC</b></p>	<p><b>DISCUSSION</b></p>	<p><b>ACTION</b></p>
<p><b>OTHER BUSINESS FRIENDS OF VVH</b></p> <p><b>BOARD ED &amp; TRAINING</b></p> <p><b>DONATION</b></p>	<p>Mr. Mook announced the Friends of VVH is a 501c)3 organization. During a recent event, Wreaths Across America had a successful BBQ fundraiser. Friends are currently soliciting funds through their brochure, Facebook, as well as their website; donations are tax deductible.</p> <p>Chair of the Education and Training Committee, Col. DeGasta, reviewed the results of the post-event survey (all members that attended completed) which indicated the Trustees deemed successful, and the event was well-attended. Reviewed the Strategic Planning brainstorming ideas. Discussion regarding whether to have another session next year. President Krawczyk proposed a motion to continue the Education and Training program. Motion made by Dr. Kelly. Second by Mr. Cotrel. Motion carried.</p> <p>A generous donation from the Bennington International Motorcycle Bicycle Club was accepted. The Club promotes awareness of Veterans and Veterans issues. Donation going to the Members Assistance Fund.</p>	<p><b>INFO</b></p> <p><b>INFO</b></p> <p><b>INFO</b></p>
<p><b>TOPIC</b></p>	<p><b>DISCUSSION</b></p>	<p><b>ACTION</b></p>
<p><b>MR. DUNN SOLAR POWER</b></p>	<p>Presented handout of RFP for Proposed Solar Array Project, followed by presentation by Jon Endres, Environmental Services Director, detailing criteria for a developer to come up with a proposal, and the criteria to consider when choosing a developer-price and experience. Other considerations include selecting a site within VVH, environmental criteria (soils, landscape, visibility, screening, ease of access and maintenance). Flood protection, agricultural soils, remote infrastructure are some considerations</p>	<p><b>OPEN</b></p>

	when selecting a site. Some developer responsibilities include environmental site assessment, develop the site plan, complete agreements with public utility company, prepare and complete permits, construct system, commission and start it. Decommissioning plan language should be included. Provided map with three choices for site. In order to proceed with RFP, need to decide on a site. Not forced to accept one of the bids, can reject all bids. Lengthy discussion regarding the proposed sites and the need to evaluate a lot of components. Motion was made by Mr. Cotrel to select the most eastern site (#3) on Park Street. Mr. diMonda seconded the motion. By majority vote (7 in favor, 6 against, 1 abstention) the motion was carried.	
<b>TOPIC</b>		<b>ACTION</b>
<b>EXECUTIVE SESSION</b>	A motion was made by Mr. Cotrel to go into executive session to discuss a personnel issue. The motion was seconded by Mr. Percey. The motion carried.	<b>CLOSED</b>
	A motion was made to exit executive session by Mr. Hooper, seconded by Mr. Percey. The motion carried.	<b>CLOSED</b>
<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>ADJOURNMENT</b>	Motion made by Mr. Cotrel to adjourn. Seconded by Mr. diMonda. By unanimous vote, motion carried.	<b>CLOSED</b>

Meeting was adjourned at 1525. Next Board Meeting 10 October, 12 December.