

NHARCH Board of Directors Minutes 10/11/22

Present: Alex Amann, Kris Andreozzi, Gary Cahoon, Matt Gatzke, Linette Handschumaker, Alex Koutroubas, Eldon Munson, Sara Nadeau, Michelle Pelham, Jen Skelton and Wendy Switzer.

Absent: Deborah Burns, Meghan Cook, Jeanne Donohoe, Pat Gray, Chris Kelliher, Shannon Lynch and Amy Rauert.

ZOOM Board Meeting Called to Order: 1:36 PM

Approval of Minutes from September 13, 2022 Board Meeting: A motion was made, seconded. Approved.

Approval of Financial Statement for September 31, 2022: Alex reported revenue has gone up due to the conference but not all expenses have been paid. The budget remains off given the original budget was based on two days of conferences; only the Fall conference occurred. Matt commented he believes the budget will be close due to an increase in membership (new members and returning members as well as new vendor partners). Matt further indicated that a future discussion should be held on the dues structure which has remained unchanged for some time. Matt has inquired as to how other organizations structure dues for vendor partners.

A motion was made to approve the financials for September as presented; seconded. Approved.

Convention/Education Update: Matt reported the convention was successfully held last week. Overall, it was well received. Some vendors commented the AM break was too short but reported at the end of the conference that it was a successful day for them. A summary of the evaluations will be sent out to the full board. The committee will meet and will focus on the topics recommended for future conferences. The challenge has consistently been finding speakers within budget to address requested topics. Matt noted a new venue may be considered in the future due to the high cost of the Marriott.

Matt announced the next CARES training will October 18th with Meghan Cook. The class will be held again on Zoom. There has been discussion about changing this to in-person to encourage participation and more questions; there is a sense that attendees are less likely to ask questions with the Zoom format. Currently, there is no scheduled Medication Administration class. Matt expects on to be scheduled in the November – December timeframe as interest continues.

Legislative Update: Alex reported he learned at the convention that not many residences were not aware there is a monthly DHHS provider meeting. He spoke to Wendi Aultman and she stated this was not intentional but rather that the topics are not typically applicable. The members discussed whether the invitation to attend should be accepted. A decision was made to have Matt request one – two board member volunteers attend the next meeting and report if the meeting was relevant enough to send out future meeting invitations to the full membership.

Alex reported he received a call from Golden View regarding concerns about the time commitment to destroy narcotic medication. Golden View was interested in determining if there are companies that

provide this service. After discussion, the attending members reported that this is not typically problematic for assisted living residences, potentially due to a lower frequency of resident turnover compared to skilled residences.

Old Business:

Meetings with Kelly Keefe (804 & 805 Rules):

Kelly has offered a monthly meeting to review the proposed rule changes. She is requesting attendees be consistent and commit to routine attendance. The members suggested a "Rules Sub-Committee" and that member volunteers would be requested by Matt via email. Matt indicated several members had already offered to assist but that a confirmation email would be sent to solidify participation with the understanding of routine attendance.

New Business:

NFPA Code Book: Gary requested the organization purchase the most current version (2018) for member use due to the cost. While discussing the topic, it was found that a free copy can be downloaded for individual use. Matt agreed to send this information to the membership.

Meeting with DMV:

Eldon noted that we received an invitation for a routine meeting with the Director of the DMV. Matt agreed to request a volunteer. The participant should be a volunteer from a residence with drivers.

Florida Hurricane Relief:

Eldon requested the board consider a donation in support of Florida hurricane relief. A motion was made to send a \$500 donation to our sister organization in Florida to assist their residences affected by Hurricane Ian. Seconded. Approved.

Salary Survey:

Leading Edge and HCA extended an invitation to conduct a joint salary survey through a third-party vendor. After discussion, the members agreed to decline the invitation. The members felt there would not be enough added benefit to justify the cost; members feel they receive sufficient input on salary ranges from hiring services such as Indeed.com.

2023 Budget:

Matt stated that the 2023 budget needs to be completed by mid-December for invoices to be sent out in time. He has done some comparisons with other state organizations and NHARCH remains the least expensive. Different states use alternate models such as no base, no cap, per bed, etc. Matt suggested it may be time to re-evaluate our model. We represent 3,541 beds and 21 members. One idea is to

change the cap; if all members remained, this could generate up to \$15K in additional revenue. Eldon requested Matt type a summary of his findings for further discussion at the next meeting.

Workforce Issues/Visas: This item was tabled to the next meeting.

The next meeting will be on November 8, 2022 at 1:30 PM.

The meeting adjourned at 2:42 PM.

Minutes submitted by Sara Nadeau