



Margaret D. LaBrecque
Commandant

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March 18, 2019

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Veterans Home to accept and expend funds from the Community Health Service Network, a payment in the amount of \$5,000 to provide workforce incentives to assist with the regional workforce crisis. Effective upon Governor and Executive Council approval through June 30, 2020. 100% Other Funds

Funds to be budgeted in an existing account entitled Employee Retention Incentive Plan, accounting unit 05-43-43-430010-11780000. In the event that these funds are no longer available, General Funds will not be requested to support these expenditures.

Account	Description	FY19 Budget	Requested Change	FY19 Revised Budget
Revenue				
006-401124	Agency Income	\$5,000	\$5,000	\$10,000
Expenditure				
020-500200	Current Expense	\$5,000	\$5,000	\$10,000

EXPLANATION

Community Health Service Network (CHSN) established a unique Employee Retention Incentive Plan (ERIP) for its partners, which in return for their investment and engagement in the NH Delivery System Reform Incentive Payment activities (DSRIP) and to potentially aid in the regional workforce crisis. The New Hampshire Veterans Home (NHVH) has the flexibility to use these incentive funds as we deem appropriate for our employees and the NHVH's uniqueness. Ways that the funding may be used include recruitment expenses, loan repayment, payment of certification or educational advancement opportunities, incentives, employee outings or events.

The NHVH will be required to report back to CHSN on how we utilized the ERIP funds on an annual basis throughout the DSRIP waiver period.

Respectfully Submitted,

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NH VETERANS HOME
FY2019 FISCAL SITUATION

Employee Retention Incentive Plan
05-43-43-430010-11780000

Total Agency Authorization	\$ 10,000.
Less Expenditures through 3/16/19	-\$ <u>24.</u>
Remaining Authorization to Budget	\$ 9,976.
Less Current Budget Authorization	-\$ <u>4,976.</u>
Total Available for Budgeting	\$ 5,000.
Available to Budget at a Later Date	\$ <u>0.</u>
REQUESTED ACTION	\$ <u>5,000.</u>

Community Health Service Network	Award Amount over FY19 Authorized Budget	Expenses to 3/16/19	Balance
Grant #2	\$10,000.	\$24.	\$ 9,976.

Peggy

**Congratulations on receiving a CHSN
Employee Retention Incentive Plan Payment!**

CHSN established a unique Employee Retention Incentive Plan (ERIP) plan for its partners which, in return for their investment and engagement in DSRIP activities and to potentially aid in the regional workforce crisis, CHSN will incent agencies every six months to be utilized for employee retention and recruitment purposes. The enclosed check is the second for most partners, and this may be the first for others depending on whether an MOU was on file or not. Partners are required to meet criteria (see table below) in order to be eligible to receive this funding and all criteria must be met for a payout to be awarded. Organizations have the flexibility to use incentive funds as they deem appropriate for their employees and organizational uniqueness as long as the focus is on its employees/workforce. Examples of funding use may include recruitment expenses, loan repayment, payment of certifications or educational advancement opportunities, base pay or salary increases, incentives, merit or cash bonuses, flex time or paid time off for performance, employee outings/events, specialized training opportunities, etc.

- Partners will be asked to report back to CHSN on how they utilized their ERIP funds on an annual basis throughout the DSRIP waiver period. The first request for feedback will be issued in spring 2019.
- Payment to partners will occur every six months effective January 1, 2018 and ending December 31, 2020. CHSN will track criteria by agency. EXAMPLE: If criteria is met during a January – June timeframe, then upon CHSN receiving its performance incentive payment from DHHS for that time period, CHSN partners will be paid within 30 days following (i.e. typically in July/Aug or Jan/Feb for the previous six-month reporting period).
- Agencies will only receive payment if CHSN receives its FULL PAYOUT for that reporting period from DHHS.
- Only a score of Met or Not Met will apply (no partial scores will be given).
- All agencies are tiered based on their level of DSRIP involvement.

CHSN MEMBERS	A SCORE OF MET WILL OCCUR IF:
Attendance* at monthly board meetings	5 out of 6 CHSN board meetings attended
Responsiveness to CHSN/IDN related email requests	Response received within 3 business days
Completion of surveys, forms, etc.	Deliverable received by deadline
Attendance* at quarterly network meetings	1 out of 2 network meetings attended
Participation by identified agency staff in scheduled DSRIP-related trainings	Majority (80%**) of identified staff attend scheduled event
Provide agency-specific data upon request by CHSN for required DHHS/CMS (based on identified DSRIP specific outcome measures)	Data sent/received by deadline established
CHSN AFFILIATES	A SCORE OF MET WILL OCCUR IF:
Attendance* at quarterly network meetings	2 out of 2 network meetings attended
Responsiveness to CHSN/IDN related email requests	Response received within 3 business days
Completion of requested surveys, forms, etc.	Deliverable received by deadline
Participation by identified agency staff in scheduled DSRIP-related trainings	No less than 80%** of identified staff attend scheduled event
Provide agency-specific data upon request by CHSN for required DHHS/CMS (based on identified DSRIP specific outcome measures)	Data sent/received by deadline established

*Attendance: in person or via phone either by identified CHSN representative or agency delegate.
 **Adjustments may be made on a case-by-case basis by Executive Director for smaller agencies.
 ***A signed CHSN MOU must be on file prior to any partner receiving their ERIP payment.

"Integrated Healthcare" Member Agencies = \$12,500 payout per six month period	
1	LRGHealthcare
2	Speare Memorial Hospital
3	Mid-State Health Center
4	HealthFirst Family Care Center
5	Lakes Region Mental Health Center
6	Horizons Counseling Center

Remaining Member Agencies = \$10,000 payout per six month period	
1	Lakes Region Community Services
2	Partnership for Public Health
3	Pemi-Baker Community Health
4	CAP Belknap-Merrimack Counties
5	Central NH VNA & Hospice
6	Communities for Alcohol & Drug-free Youth (CADY)
7	Franklin VNA & Hospice
8	Newfound Area Nursing Association (NANA)
9	Lakes Region Visiting Nurse Association

Affiliate Agencies = \$5,000 payout per six month period	
1	Ascentria
2	Belknap County
3	Bridge House
4	Community Bridges
5	Cornerbridge
6	Crotched Mountain Foundation
7	Easter Seals/Farnum North
8	Grafton County
9	Granite State Independent Living
10	Merrimack County
11	National Alliance on Mental Illness NH (NAMI NH)
12	Navigating Recovery of the Lakes Region
13	NH Alcohol and Drug Abuse Counselors Association
14	NH Veterans Home
15	Plymouth Area Recovery Connection
16	Riverbend Community Mental Health Center

If you have any questions, please contact Audrey Goudie, CHSN Executive Director at 707-5856.