



New Hampshire Veterans Home
 139 Winter Street
 Tilton, NH 03276-5415
 www.nh.gov/veterans



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Barry E. Conway
 Commandant

Telephone: (603) 527-4400
 Fax: (603) 527-4402

January 29, 2013

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 119:6, the New Hampshire Veterans Home Board of Managers has appointed Mrs. Margaret D. LaBrecque to the position of Commandant. In accordance with RSA 94:1-a, Salaries Established and RSA 94:6, New Appointments, the New Hampshire Veterans Home respectfully requests authorization to **retroactively** place Mrs. LaBrecque at the maximum step for the position of Commandant, (9U102, appropriation 05-43-43-0430010-53590000-500126-011) unclassified pay grade GG earning \$90,606 effective February 1, 2013. Funding is 18% General Funds; 38% Federal Funds; 44% Other Funds.

EXPLANATION

The request is **retroactive** due to the date of the Board of Managers meeting, which was held on January 28, 2013 when the decision was made to appoint Mrs. LaBrecque as Commandant.

The position of Commandant serves as Executive Director and Chief Operating Officer for the New Hampshire Veterans Home, a 250-bed long-term care facility for New Hampshire's elderly and disabled veterans. Mrs. LaBrecque will provide management and leadership functions for the facility as well as to serve as the Home's liaison and representative with State and Federal officials and other related health care facilities and programs.

Mrs. LaBrecque possesses a Bachelor of Science Degree in Accounting from Southern New Hampshire University and holds a New Hampshire Nursing Home Administrator's License. With over seven years of experience as a Business Administrator IV at the New Hampshire Veterans Home, Mrs. LaBrecque is exceptionally qualified to lead the Home. Currently Mrs. LaBrecque works 40 hours a week as a Business Administrator IV, LG 33, Step 3, at an annual salary of \$74,193.60.

The Commandant will be expected to review and assess facility needs, identify future business development and revenue streams and to this end, promote and build name recognition within the community and State at-large. In addition, the Commandant will ensure that the facility and its operation is in compliance with all life safety, clinical care, and support programs to meet or exceed all standards and regulations through internal Quality Assurance programs and external audits and surveys. Mrs. LaBrecque has key knowledge of the Veterans Administration Survey, which the Home is subject to on an annual basis. In addition, Mrs. LaBrecque has worked with all the Home's state and federal counterparts and has established an excellent working relationship with them.

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RSA 94:6 provides that upon recommendation of the appropriate authority, in this case the Board of Managers, "the Governor and Council shall establish after due and proper investigation as to qualification, a different entrance salary within the established range." Accordingly, in order for our Veterans, their families, and the New Hampshire senior community to benefit from her years of experience in the long-term health care industry, we recommend that Mrs. LaBrecque be granted the maximum step as her entrance salary.

Respectfully submitted,

A handwritten signature in black ink, reading "Robert J. Wyman". The signature is written in a cursive style with a small flourish at the end.

Robert J. Wyman, Chairman
Board of Managers
New Hampshire Veterans Home