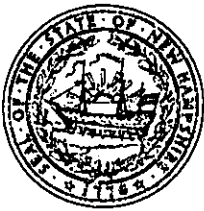


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New Hampshire Veterans Home

139 Winter Street
Tilton, NH 03276-5415



Margaret D. LaBrecque
Commandant

Telephone: (603) 527-4400
Fax: (603) 286-4242

October 15, 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, 2021. 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	FY20 Budget	Requested Change	FY20 Revised Budget
Revenue				
006-401124	Agency Income	\$9,542	\$5,000	\$14,542
Expenditure				
020-500200	Current Expense	\$9,542	\$5,000	\$14,542

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,

Margaret D LaBrecque
Margaret D. LaBrecque
Commandant

NH VETERANS HOME
FY2020 FISCAL SITUATION

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

Total Agency Authorization		\$ 15,000.00	
Less Expenditures through 10/11/19		-\$ <u>3,245.97</u>	
Remaining Authorization to Budget		\$ 11,754.03	
Less Current Budget Authorization		-\$ <u>5,000.00</u>	
Total Available for Budgeting		\$ 6,754.03	
Available to Budget at a Later Date		\$ <u>1,754.03</u>	
REQUESTED ACTION		\$ <u>5,000.00</u>	

Community Health Service Network	Award Amount over FY20 Authorized Budget	Expenses to 10/11/19:	Balance
Grant #2	\$15,000.	\$3,245.97	\$ 11,754.03

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PARTNERSHIP FOR PUBLIC HEALTH
67 WATER STREET SUITE 405
LACONIA, NH 03246-3300
(603) 528-2145

BANK OF NEW HAMPSHIRE
54-7027/2117

1569

10/3/2019

PAY TO THE ORDER OF NH Veterans Home

\$ **5,000.00

Five Thousand and 00/100

DOLLARS

PROTECTED AGAINST FRAUD



NH Veterans Home
139 Winter Street
Tilton, NH 03276



Shelli Grant



MEMO Employee Retention Incentive Plan Jan-June 2019

⑈001569⑈ ⑆21177027⑆ 82450583 8⑈

PARTNERSHIP FOR PUBLIC HEALTH

1569

NH Veterans Home

10/3/2019

Date	Type	Reference
9/30/2019	Bill	emp retention jan-ju

Original Amt.
5,000.00

Balance Due
5,000.00

Discount

Payment
5,000.00

Check Amount

CHSN - BNH checkin Employee Retention Incentive Plan Jan-June 20

5,000.00

Peggy

Congratulations on receiving a CHSN Employee Retention Incentive Plan Payment for January – June 2019 activities

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. 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.
- 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 September and March 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.

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

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