

**NORTH DAKOTA VETERANS HOME  
LISBON, NORTH DAKOTA  
GOVERNING BOARD MEETING**

**DATE/TIME: Tuesday, January 12<sup>th</sup>, 2021 @ 10:30 am.    LOCATION: Microsoft Teams Meeting MEETING: Regular**

**MEETING CALLED TO ORDER: by Chairman, Gary Skarphol**

**Membership VIA MICROSOFT TEAMS: Chairman Gary Skarphol, Cathy Keogh, Curt Twete, Dean Overby, Steven Frojen, Mary Vetter, OTHERS PRESENT VIA MICROSOFT TEAMS: Mark B. Johnson - Administrator, Kristin Lunneborg - CFO, Belinda Noonan - Executive Secretary, Laura Balliet - Assistant Attorney General, Courtney Titus - Assistant Attorney General, Lynn Hart – HRMS, Leann Schmidt – HRMS, Lisa Kudelka – HRMS, Chad Kourajian – HRMS, Lynn Kaspari - Gazette**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.	Chairman called for the Pledge of Allegiance, followed by a moment of silence for the POW/MIA's.	
<b>01.</b> Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
<b>02.</b> Welcome: Chairman-Gary Skarphol	Chairman welcomed members and guests.	
<b>03.</b> Approval/Conflict of Interest of Agenda Items Chairman-Gary Skarphol	Chairman asked if any board members have a conflict of interest with any agenda items.	There are no conflicts of interest stated.
<b>04.</b> Approval of Governing Board Minutes Chairman-Gary Skarphol	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes from October 27, 2020.	Motion by Twete, seconded by Frojen to approve the minutes from October 27, 2020. All Aye.
<b>05.</b> Chairman's Report Gary Skarphol, Chairman	Lynn Hart from HRMS gave report on the fact finding was requested to do by the Governing Board for an employee grievance that was filed.  Governing Board discussed the employee grievance and the employee resolution.  Vice Chairman Greg Stemen stepped down to take a seat in legislation. Skarphol to send ACCOVA resignation letter. ACCOVA to find a replacement by the next meeting.	Motion by Keogh, second by Twete to accept the HRMS report as written.  Motion by Vetter, second by Overby to issue a final determination from HRMS the fact that the employee has resigned.  Motion by Overby, second by Keogh to elect Twete as Vice Chairman.

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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
<p><b>06.</b> Administrator's Report Mark B. Johnson, Administrator</p>	<p>The administrators house, lower shop, well house and tunnels have all been taken down. The demolition job is complete.</p> <p>DRN came in and installed new cameras on the outside of the building.</p> <p>Update given on the current Covid-19. Testing twice a week, limited visitations in the gazebo once a week for scheduled visits. The Veterans home had its first Covid-19 death of a resident. Our staff have been doing an amazing job.</p> <p>Eide Bailly has been hired to work on the strategic plan for the Veterans Home. Eide Bailly gave an initial report. Planning on a meeting in the next month to discuss further options.</p> <p>Update given on the Legislation session that started last week. Kristin and Mark both testified in the Senate.</p> <p>Maintenance Supervisor resigned, one maintenance guy is out for close contact and another is out sick. Finding people to help fill in for the time being.</p>	
<p><b>07.</b> Financial Report Kristin Lunneborg, CFO</p>	<p>With 25% of the biennium remaining, we have 32% of our salaries and wages. We have 31% of our operating expense and capital asset appropriation remaining.</p> <p>Looking at the current budget, the Contributions and Private Grants is unfavorable \$3,402.64 due to not having church service this year because of Covid-19. The repairs line items are \$101,659.49 in the hole; mostly due to contracting a lot of the vehicle and building repairs.</p> <p>Update on Covid-19 funding.</p>	

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	Current census is 43 on skilled and 54 on basic care.	Motion by Overby, seconded by Keogh to accept the financial report. All Aye.
<b>08.</b> Next Governing Board Meeting:	Tentative Board Meetings for 2021 <b>Quarterly 2<sup>nd</sup> Tuesday</b> ➤ July 13, 2021 ➤ October 12, 2021	Tentative: April 13, 2021
<b>09.</b> Motion for adjournment Chairman-Gary Skarphol		Motion by Keogh, seconded by Frojen to adjourn meeting. All Aye
<b>10.</b> Approved by the Governing Board & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted by Belinda Noonan