

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

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DATE/TIME: Tuesday, March 28, 2017 @ 10:30 am. LOCATION Lisbon-Norris Braaten Conference Room #A11 MEETING: ~~X~~ Regular

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

Membership: Gary Skarphol, Chairman Cathy Keogh Curt Twete Dean Overby Greg Stemen Steven Frojen

Member absent AM: Connie Ebach, Vice Chairman

OTHERS PRESENT BY INVITATION:


Mark B. Johnson, Administrator Kristin Lunneborg, Chief Financial Officer Margie Ourenhagen, Executive Secretary
 Laura Balliet, Assistant Attorney General Jim Wiese, Assistant Attorney General Liz Martin, HR Wanda Cavett, DON
 Kristi Wheeler, RN Jean Peasley, Household Coordinator

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
01. Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.		
02. Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
03. Welcome: Chairman-Gary Skarphol	Chairman welcomed Members and Guests.	
04. 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.	Cathy Keogh stated she had worked with one of the individuals giving a character reference for one party that is involved with the appeal. Board members agreed this would not affect today's meeting.
05. Approval of Governing Board Minutes Chairman-Gary Skarphol ➤ February 08, 2017	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion made by Frojen, seconded by Stemen to approve the February 08, 2017, minutes as emailed. All Aye.
06. Administrator's Report Mark B. Johnson	Work is progressing on the resident workshop. The workshop walls are up and the cement is poured. The Judge has dismissed some of the charges Comstock Construction has filed. Tentative dates have been set for the depositions, pretrial and trial.	Tentative dates for the depositions are May 18 th and 19 th , Pretrial July 18 th , and Trial August 8 th .
07. Financial Report Kristin Lunneborg, CFO	Legislative testimony has been given on SB 2007. The Governor changed the funding source for 2 million dollars; these dollars will be paid out of the Veterans Home Special Funds instead of State General Funds. With 17% of the biennium remaining we have 18% of our salary and wages appropriation remaining and 22% of our	The Senate passed SB 2007 as presented; the House will make their amendments on March 29 th , 2017.

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<p>08. Chairman's Report Chairman-Gary Skarphol</p>	<p>operating appropriation. Revenues are ahead of projections for the biennium so the decrease in skilled nursing home rates that took effect on January 1 will not have an impact on our funding.</p> <p>Since our salary and wages line item is ahead of budget all FTE employees were given retroactive pay for the raises we could not give for July and August 2016.</p> <p>Our census as of February 28th, 2017, our skilled care unit was full with all 52 beds being occupied; we have 70 beds occupied on basic care with a capacity for 98.</p> <p>Basic and skilled care accounts receivable was discussed. The CFO requested to write-off item numbers 1, 6, 9, 13 and 14 on the skilled care accounts receivable list. Total write-off requested is \$20,364.01.</p> <p>Leave of absence (LOA) days on skilled care were discussed. The Department of Veterans Affairs (VA) pays per diem for 12 LOA days per year. Question raised as to whether the Veterans Home can charge the residents the per diem rate for the LOA days that exceed the VA's limits. The Veterans Home currently charges basic care residents who exceed the VA's LOA limits. The Attorney General's Office will check to see if this is allowable under North Dakota's equalization of rates laws.</p> <p>Employee #1 appeal was presented by Attorney, Leo Wilking.</p> <p>Employee #2 appeal was presented by the employee.</p>	<p>Motion made by Overby, seconded by Keogh to write off \$20,364.01 from the Skilled Care Accounts. All Aye</p> <p>Motion made by Twete, seconded by Overby that a policy similar to the Basic Care Rent Policy be presented to the board for approval. All Aye.</p> <p>Employee #1: No decision was made by the governing board today.</p> <p>Employee #2: Motion made by Stemen, seconded by Keogh to reflect the governing board is in favor of the implementation of the Performance Improvement Plan and Administrator Johnson's letter dated February 17, 2017. All Aye.</p>

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AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
09. ACOVA Meeting	Location: Date & Time:	Bismarck Comfort Inn Thursday, March 30, 2017 @ 2:00 pm & will conclude Friday, March 31, 2017
10. Next Governing Board Meeting:	Tentative Board Meetings for 2017-2018 Every three months-2 nd Tuesday Tuesday, July 11, 2017 Tuesday, October 10, 2017 Tuesday, January 09, 2018 Tuesday, April 10, 2018 July 10, 2018	Special meeting will be announced at a later date.
11. Motion for adjournment Chairman-Gary Skarphol	Motion made by Stemen, seconded by Twete to adjourn this meeting.	Meeting adjourned
Approved by the Governing Board & Administrator		 /s/ Mark B. Johnson, Administrator