

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

DATE/TIME: Thursday, August 3, 2017 @ 10:00 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

Members Absent: Connie Ebach, Vice Chairman

OTHERS PRESENT BY INVITATION:

Mark B. Johnson, NDVH Administrator Laura Balliet, Assistant Attorney General Kristin Lunneborg, CFO

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
01. 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.	
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.	There are no conflicts of interest stated.
05. Approval of Governing Board Minutes Chairman-Gary Skarphol ➤ April 28, 2017	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Overby, seconded by Frojen to approve minutes. All Aye. Motion carried.
06. Chairman's Report Gary Skarphol, Chairman	Employee issues addressed at previous meeting have been resolved.	
07. Administrator's Report Mark B. Johnson, Administrator	<p>The State Auditor's Office has chosen to do a performance audit on the Veterans Home. The last performance audit done was in 2002. The auditors look at all aspects of the Veterans Home including adherence to regulations, staffing etc. and will make recommendations based upon their review. Audit will take 6 – 9 months.</p> <p>Discussed recent surveys by the Department of Health and the Department of Veterans Affairs. The Veterans Home was found deficiency free for the second year in a row, which is a huge accomplishment. The Governing Board would like to Congratulate all staff for a job well done.</p> <p>The workshop construction project was recently completed and staff have been busy working to get everything set up</p>	

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

Page 2 of 4

AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

for the opening date of September 1st. The Veterans Home has hired an individual to assist with supervising and training individuals on how to use the tools. A handbook has been put together that outlines the safety requirements and all the rules of using the workshop. Residents will be required to pass competency tests in order to use the tools in the workshop.

The basic care census has been very low in the last few months. The Veterans Home does not have funding for advertising. Following are some of the things we have done to attract residents:

- Presented at various conferences
- Sent out letters and brochures to legislators, rural clinics, social service offices, county health offices, veteran service officers and VA rural clinics
- Placed brochures in waiting rooms at the VA
- Set up a Facebook page

Our admissions coordinator reached out to Prairie Public television and they agreed to do a documentary on the Veterans Home. They are also doing a documentary on Vietnam Veterans which they are hosting from the Veterans Home.

We have been experiencing an influx of applications lately and are hopeful our numbers will keep increasing. Overall basic care facilities across the state are at 80% occupancy.

Senator Hoeven is pushing legislation that will make it easier for nursing homes to contract with the Department of Veterans Affairs (VA). The VA will pay for the care of 70% or more service connected veterans in any contract nursing home so these individuals will be able to live in nursing homes closer to their families. This legislation

**NORTH DAKOTA VETERANS HOME
LISBON, NORTH DAKOTA
GOVERNING BOARD MEETING
Page 3 of 4**

AGENDA ITEM

PRESENTATION/DISCUSSION

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	<p>could have a big impact on the Veterans Home as over 30% of our residents fall into this category.</p> <p>The governing board reviewed the strategic plan for the Veterans Home and discussed items to update. Board members were encouraged to take the plan home, review it further and contact Mark with any items they want to discuss at a future board meeting.</p> <p>Mark met with Michael Burns, architect to look at the Veterans Home grounds to begin planning the memorial garden. Michael will put together a proposal for the memorial garden and an estimate for working on a master plan for the campus.</p> <p>The lawsuit with Comstock Construction for the construction of the Veterans Home was settled out of court this week so we will not be going to trial next week.</p>	<p>Motion by Stemen, seconded by Twete to have Mark update items on the strategic plan that have changed. All Aye. Motion carried.</p>
<p>08. Financial Report Kristin Lunneborg, CFO</p>	<p>Reviewed financial reports from June 30, 2017, the end of the biennium. Revenues for the biennium were higher than anticipated due to a VA per diem increase for service connected veterans and rent revenues. The Veterans Home turned back \$459,500 in general funds to the State of ND. The turn back funds are from the salary and wages and operating lines. With the lower census we did not need to use all the spending authority we had allocated. The only expense items that need to be addressed are in relation to maintenance. Due to the age of some of the equipment and the fact that warranties have expired we experienced large increases in our line items for repairs and maintenance. The budget for the 2017-2019 biennium has been increased for these items.</p> <p>The Veterans Home will be carrying over the capital funding for the workshop and new veterans home into the 2017-2019 biennium.</p>	<p>Motion by Stemen, seconded by Keogh to accept the financial reports. All Aye. Motion carried.</p>

**NORTH DAKOTA VETERANS HOME
LISBON, NORTH DAKOTA
GOVERNING BOARD MEETING
Page 4 of 4**

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	Accounts receivable reports were presented to the board. There are no issues with the basic care receivable. Most of the outstanding accounts on skilled are related to Medicaid. Several residents have applied for Medicaid and are waiting for approval. Other outstanding accounts are related to billing issues with the State's new MMIS system. There are no write-offs at this time.	
09. Next Governing Board Meeting:	Tentative Board Meetings for 2017-2018 Every three months-2 nd Tuesday Tuesday, January 09, 2018 Tuesday, April 10, 2018 July 10, 2018 October 09, 2018	Tentative Tuesday, October 10, 2017
10. Motion for adjournment Chairman-Gary Skarphol	Motion made by Overby, seconded by Frojen to adjourn this meeting.	Meeting adjourned
Approved by the Governing Board & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted by Margie Ourenhagen