

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

DATE/TIME: Tuesday, July,30th 2019 @ 10:30 am LOCATION Lisbon Veterans Home-Norris Braaten Conference Room A11 MEETING: X Special

MEETING CALLED TO ORDER: by Chairman, Gary Skarphol

**Membership present: Gary Skarphol - Chairman Greg Stemen - Vice Chairman Cathy Keogh Curt Twete Dean Overby Mary Vetter
Steven Frojen**

Others present by invitation:

**Mark B. Johnson – Administrator Kristin Lunneborg – Chief Financial Officer Laura Balliet - Assistant Attorney General
Jann Neameyer- Director of Social Services Wanda Cavett – Director of Nursing**

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. The Administrative Committee of Veterans Affairs (ACOVA) reappointed the following board members to the Veterans Home governing board: Gary Skarphol 2019-2022 Greg Stemen 2019-2022 Curt Twete 2019-2022 Motion by Twete, seconded by Keogh to appoint Gary Skarphol as Chairman. All Aye. Motion by Overby, seconded by Twete to appoint Greg Stemen as Vice-Chairman. All Aye.	
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 1) May 14, 2019	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Twete, seconded by Stemen to approve the board minutes. All Aye.
06. Chairman's Report Gary Skarphol, Chairman	Discussed donation accounts and what they can be used for. We encourage all individuals/organizations that donate to specify where they want their donations to go. There is information on our website about the donation accounts. The memorial monument that is located in front of where	

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AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

	<p>the old Veterans home was is in need of repairs as the monument is sinking. We do have \$4,612 in a donation account that can be used towards the repairs. We will have to fundraise or use money from the Veterans Home budget to fund the remaining.</p> <p>We do not need to bid out the strategic planning services since Eide Bailly has a contract with the state already. The estimate for the services is \$25,000.</p>	
<p>07. Administrator’s Report Mark B. Johnson, Administrator</p>	<p>The Department of Health (State) and the Department of Veterans Affairs (VA) recently conducted their annual surveys and they both found the Veterans Home to be deficiency free.</p> <p>The legislature approved performance based pay raises of 2 – 2 ½% with a minimum of \$120 and a maximum of \$200 for the first year of the biennium.</p> <p>Several individuals from the Lisbon community have formed the ND Commandant’s residence foundation board for the purpose of trying to save the Administrator’s residence and turn it into a museum. Update given on their progress. Questions raised regarding current funding in budget to tear this building down and what the steps would be to turn this into a museum. We will try to get a few answers by the next meeting.</p>	
<p>08. Financial Report Kristin Lunneborg, CFO</p>	<p>Biennium end financial reports were presented to the board. We had a total of \$1.8 million in unused appropriation authority for the biennium. The majority of the unused operating authority is due to the lower than anticipated census. We will be carrying over \$15,000 for the health information exchange software and \$150,500 for the nurse call system into the 2019-2021 biennium so we can finish these projects. We ended the biennium ahead of revenue projections.</p>	

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	Current census is 51 on skilled and 56 on basic care. Reviewed current accounts receivable for skilled and basic. There are no write-offs at this time.	Motion by Stemen, seconded by Keogh to approve the financial report as presented. All Aye.
09. Executive Session – Appeals Hearing @ 11:30am	The Board entered into executive session to hear an appeal on a denial for admission. The legal authority for closing this portion of the meeting is N.D.C.C. 25-01.3. Entered into executive session at 11:33 am Exited executive session at 11:56 am	Motion by Vetter, seconded by Twete to affirm the Veterans Home’s denial. The board suggested other options through the VA palliative care program that would be in the veteran’s best interest. All Aye.
10. Administrative Rules Gary Skarphol, Chairman & Mark Johnson, Administrator	Chapter 86-03 and 86-01	Motion by Stemen, seconded by Frojen to table until all studies are completed. All Aye.
11. Next Governing Board Meeting:	Tentative Board Meetings for 2019-2020 Quarterly 2nd Tuesday January 14, 2020 April 14, 2020	Tentative: October 15, 2019
12. Motion for adjournment Chairman-Gary Skarphol		Motion by Frojen, seconded by Stemen to adjourn. All Aye.
Approved by the Governing Board & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted by Belinda Noonan