

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

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DATE/TIME: Friday, September 08, 2006 @ 10:30 AM. **LOCATION:** Lisbon Veteran's Home-Multipurpose Room. **MEETING:** X Regular ___Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten @ 10:30 AM **Quorum** x Yes ___No: **MEETING ADJOURNED:** @ PM

Members Present: Norris Bratten, Chairman Daryl Beard Brad Maasjo Darrol Schroeder DuWayne Ternes

Members Absent: Jerry Meske, Vice Chairman Orletta Kileen

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson Rudy Jenson, Chairman AVOVA
Physical Plant Supervisor- Bob Nelson Accounting Manager-Kristin Lunneborg
Recording Secretary-Margie Ourenhagen

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
1. Pledge of Allegiance/Moment of silence for POW/MIA requested by Chairman.	<ul style="list-style-type: none"> • Pledge of Allegiance was recited, followed by a moment of silence for the POW/MIA 	NAR
2. Roll Call:	<ul style="list-style-type: none"> • Roll call was taken. 	<ul style="list-style-type: none"> • A quorum is present
3. Welcome:	<ul style="list-style-type: none"> • Chairman welcomed new members, DuWayne Ternes & Brad Maasjo. 	NAR (No Action Required)
4. Governing Board Terms: Chairman-Norris Braaten	<ul style="list-style-type: none"> • Appointments were made at the ACOVA Meeting August 11, 2006 for two, three year terms. 	<ul style="list-style-type: none"> • New members: Brad Maasjo & DuWayne Ternes three year term-June 2006-June 2009.
5. Approval of Minutes: Chairman-Norris Braaten <ul style="list-style-type: none"> • Governing Board Meeting-August 01, 2006 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Chairman called for additions/corrections/motion to accept the minutes. 	<ul style="list-style-type: none"> • Correction made that the two positions appointed to the Governing Board are three year terms. • Motion by Daryl Beard, seconded by Darrol Schroeder to approve August 01st minutes as corrected. Motion #1 carried.
6. Foundation Report Chairman-Norris Braaten	<ul style="list-style-type: none"> • The North Dakota Veterans Home Foundation, Inc. is a non-profit organization established in 1987. The goal of the foundation is to build a permanent endowment from which investment income will be used for activities, programs, and equipment to enhance the quality of life for the residents of the NDVH. • Hosting a golf tournament was discussed for future fundraising. 	<ul style="list-style-type: none"> • Administrator Johnson will coordinate meeting with Mike Dobmeier, Chairman, of NDVH Foundation Fund to meet with the Governing Board at a future date. • Administrator Johnson will also request Mike Dobmeier to send a Financial Report to State Auditor, Dave Feltman. • A member of the Governing Board will be appointed as a liaison between the

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		Governing Board & the Foundation Committee.
7. Maintenance/Safety Report: Physical Plant Supervisor-Bob Nelson <ul style="list-style-type: none"> • Re-roofing bid • Gravel Pit • VA Survey • Smoking Issues • Picnic Area • Courtyard Fencing 	<ul style="list-style-type: none"> • Roofing done on the main building. Funds left over to do repairs on some of the surrounding buildings on the grounds. • Gravel Pit: Discussion was held concerning the Gravel Pit. • VA Survey: Safety issues were discussed concerning the ventilation systems. • Picnic Area: Concrete poured and the grass area is growing. • Fencing for Courtyard was discussed. 	<ul style="list-style-type: none"> • Accepted re-roofing bid from D & D Roofing for \$20,700 to do 60 mil EPDM Ballasted Roof 4,443 sq ft. • Gravel Pit: Administrator Johnson will contact the appropriate agencies concerning re-landscaping. • Fire Marshall will be here Tuesday. • Picnic Area: Canopies will be added to cover the tables. • Courtyard: Plans will be discussed further at a later date.
8. Financial Report: Accounting Manager-Kristin Lunneborg <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Medicare D • Tuition Reimbursement request 	<ul style="list-style-type: none"> • Financial: Has 46% of budget remaining. • Census: August 2006 <ul style="list-style-type: none"> • Skilled Care: 38 Beds filled. • Basic Care: 82 Beds filled. • Basic Accounts Receivable as of 8/15/06 • Skilled Accounts Receivable as of 9/7/06 • Medicare D – Bills have not been sent out as Pharmacy is waiting for a letter from CMS. We are signed up with Community Care RX. • Tuition Reimbursement request from a LPN who is going to school to be a RN. Policy reads anytime request is over \$2,000 in a given year will need board approval. Tuition request is for \$2,700. 	<ul style="list-style-type: none"> • Motion was made by Darrol Schroeder, seconded by Brad Maasjo to accept the financial statement as presented. Motion # 2 carried • Meeting will be held @ Bismarck AMVETS next Friday to discuss Legislative bills. Bed issue-limited beds for females have been held at one private & one double room. • Daryl Beard will follow up with Senator Conrad's office concerning the Medicare D letter from CMS. • Pharmacy will be instructed to start billing Community Care RX for drugs. • Basic Care write off's: Motion was made by Darrol Schroeder, seconded by Daryl Beard to write off #'s 1, 2, 4, 5 & 6. Motion # 3 carried. • Motion by Daryl Beard, seconded by

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		Duwayne Ternes to approve the tuition reimbursement request. Motion # 4 carried
9. Budget 2007-2009: Accounting Manager-Kristin Lunneborg	Re-presented 2007-2009 budget.	<ul style="list-style-type: none"> • Motion by Darrol Schroeder, seconded by Brad Maasjo to approve the budget as presented. Motion # 5 carried.
10. Governing Board Committee Report: Board Member-Daryl Beard <ul style="list-style-type: none"> • Marketing Disks • Search Committee-Nursing Home in Lisbon 	<ul style="list-style-type: none"> • Marketing Disks will be done. • Search Committee will tour other veterans' homes. 	<ul style="list-style-type: none"> • Disks pictures of Veterans home grounds will be taken while the leaves are still green. • Trip planned to tour veterans homes on the 26th & 27th.
11. Administrator Report: Administrator-Mark B. Johnson <ul style="list-style-type: none"> • VA Survey • Daily Bus Run Downtown • Policy-Automobiles • Marketing Disks • ND Administrative Code 86-03-01 thru 86-03-10 • Operational & Strategic Plan • Blood Drive 	<ul style="list-style-type: none"> • VA Survey was done on Sept 6th & 7th. <ul style="list-style-type: none"> ✚ One area we were cited for was the credentialing. ✚ CME hours also need to be updated. ✚ See maintenance report for the Life Safety issues that were discussed ✚ Bathroom size was also discussed. ✚ Elevator conditions were also discussed ✚ Daily Bus Run was discussed ✚ Policy-Automobiles: Administrator Johnson met with the Resident Council to discuss what items to be included in the policy. • Marketing Disks: Request up to \$3,000 has been approved by the ACOVA from the Post War Trust Fund. • Administrative Code – Administrator Johnson discussed this with the AG office. Administrative hearings need to be held to change these codes. • O&S Plan: Discussion was held on the 	<ul style="list-style-type: none"> • VA Survey: Various departments are busy with the plan of correction for the survey. • Bus: Will still go downtown. • Automobile Policy: Administrator Johnson wrote a policy for automobiles on the grounds. • Marketing Disks: Daryl Beard will request the marketing disks expenses be paid from the Postwar Trust Fund. • Administrative Code: Daryl Beard will discuss with the AG office what steps need to be held to change these codes. • O&S Plans: Administrator Johnson will contract various individuals to do a condition assessment on our present building. • Fire Marshall will be visiting the veterans' home next week. • Blood Drive-Use of the facility will be discussed further at a later date. • Six to Seven Light Post will be erected on

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	<p>condition of our present building. A request for proposal will be released at a later date.</p> <ul style="list-style-type: none"> • Blood Drive-Hosting a blood drive at the veterans' home was discussed. • It will not cost the veterans home to erect the Light Post on the paved rode behind the building. It will cost us approximately \$8.00 per post per month for the lighting bill. 	<p>the paved road behind the Veterans Home.</p> <ul style="list-style-type: none"> • Walkway Bridge: Administrator Johnson will contract the National Guard about the possibility of constructing a walkway bridge to go over to Alco & Super Value.
<p>13. Policies: Administrator-Mark B. Johnson Absentee Policy</p>	<ul style="list-style-type: none"> • Absentee Policy was discussed. 	<ul style="list-style-type: none"> • Administrator Johnson will bring a draft of absentee policy to a future board meeting
<p>14. Contracts: Administrator-Mark B. Johnson</p>	<ul style="list-style-type: none"> • No contracts were discussed at this time. 	<p>NAR</p>
<p>15. Credentialing & Privileges: Administrator-Mark B. Johnson</p>	<ul style="list-style-type: none"> • No Credentialing or Privileges were awarded at this time. 	<p>NAR</p>
<p>16. Closing Comments</p>	<ul style="list-style-type: none"> • Daryl Beard will be attending at meeting to discuss Equalization of rates next week. 	<p>NAR</p>
<p>17. Next Meeting:</p>	<ul style="list-style-type: none"> • Date • Location: Lisbon Veterans Home • Time: 10:30 AM 	<ul style="list-style-type: none"> • A November meeting date will be set at a later date. • Nov 3rd & 4th ACOVA Committee & Coordinating Council will meet in Bismarck.
<p>18. Adjournment</p>	<ul style="list-style-type: none"> • Motion was made by Darrol Schroeder, seconded by Daryl Beard to adjourn this meeting. Motion # 6 carried. 	<p>Meeting adjourned</p>
<p>19. Minutes signed by Administrator</p>		<p>Mark B. Johnson, Administrator</p>