

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

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DATE/TIME: Monday, May 07, 2007 @ 10:30 AM. **LOCATION:** Veterans Home – M/P Room **MEETING:** X Regular ___ Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten @ 10:30 AM **Quorum** ___ Yes ___ No:

Membership: **Norris Braaten, Chairman** **Daryl Beard** **Brad Maasjo** **Darrol Schroeder** **DuWayne Ternes**
 Jerry Meske, Vice Chairman **Orletta Kilen**

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson **Accounting Manager-Kristin Lunneborg** **Executive Secretary-Margie Ourenhagen,**
 Senator Judy Lee **A.C.O.V.A. Chairman-Rudy Jenson** **Dustin Wagner**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
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<p>1. Pledge of Allegiance/Moment of silence for POW/MIA requested by Chairman.</p>	<ul style="list-style-type: none"> • Chairman called for the Pledge of Allegiance to be recited, followed by a moment of silence for the POW/MIA 	<ul style="list-style-type: none"> • NAR (No Action Required)
<p>2. Roll Call: Recording Secretary</p>	<ul style="list-style-type: none"> • Roll call taken by recording secretary 	<ul style="list-style-type: none"> • Quorum, all members were present
<p>3. Welcome: Chairman-Norris Braaten</p>	<ul style="list-style-type: none"> • Chairman welcomed Board Members and Guest. 	<ul style="list-style-type: none"> • NAR (No Action Required)
<p>4. Approval of Governing Board Minutes: Chairman-Norris Braaten</p> <ul style="list-style-type: none"> • Regular Meeting-March 16, 2007 	<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"> • Motion was made by Daryl Beard, seconded by Orletta Kilen to approve minutes as e-mailed. Motion carried
<p>5. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten</p>	<ul style="list-style-type: none"> • Chairman Braaten asked the question if any Board Members have a conflict of interest with any agenda items. 	<ul style="list-style-type: none"> • With there being no conflicts of interest stated, the agenda is approved as presented.
<p>6. Legislative Update Chairman-Norris Braaten & Administrator-Mark B. Johnson Accounting Manager-Kristin Lunneborg</p>	<ul style="list-style-type: none"> • HB 1007-Facility Operating Budget passed the house and senate and is awaiting the Governor's signature. Items omitted from the budget were the elevator, bedroom furniture and \$50,000 for marketing. Legislators felt there was no need for marketing at this time due to the waiting list we have. • The \$90,000 for pre application studies was 	<ul style="list-style-type: none"> • Motion was made by Brad Maasjo, seconded by Orletta Kilen to request the marketing & activities money from the Post War Trust Fund. Motion carried.

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	<p>increased to \$100,000.00 in the budget for Architectural designs. These dollars will revert back to SB 2418, which is the Senate Bill funding the total construction cost of the new building.</p> <ul style="list-style-type: none"> • 1.4 FTE was added for two part-time Security Officer's. • SB 2418-Funding for a new veteran's home passed and was signed by the Governor April 12th. 	
<p>7. Federal Legislation Chairman-Norris Braaten</p>	<ul style="list-style-type: none"> • Discussion was held on the authorization of 150 beds by the State of North Dakota and the 121 beds by the federal government. The federal grant will be based on the 121 beds. • Discussion was held on the lengthy process pertaining to requesting a change in federal law that would allow for more beds in North Dakota. • Discussion was held on developing a Community Based Outreach Clinic (CBOC), in the new facility. VA staff would service this CBOC site once a week; however residents needing special care would still need to be transported to Fargo. Discussion on the VA charges for patients to be seen at the CBOC site. • Chairman Braaten expressed the Veterans Home appreciation to Senator Judy Lee for her hard work on SB-2418. • Senator Judy Lee commented on the legislation regarding the exception to the 	<ul style="list-style-type: none"> • Motion by Jerry Meske, seconded by Darrol Schroeder to have Chairman Braaten, Administrator Mark Johnson and Board Member, Brad Maasjo, contact VA representatives for an opinion on the issues of the 150 beds and the CBOC unit. Motion carried unanimously.

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	<p>moratorium, which allows for 29 additional skilled beds.</p> <ul style="list-style-type: none"> • Senator Judy Lee also acknowledged the dedication and hard work put forth by Administrator Johnson and Kristin Lunneborg at the Legislative sessions. 	
<p>8. SB 3421 Chairman-Norris Braaten</p>	<ul style="list-style-type: none"> • Federal SB 3421 was passed, which is the Veterans' reimbursement for veterans who have 70% or greater disabilities. 	<ul style="list-style-type: none"> • NAR
<p>9. Selection Committee</p>	<ul style="list-style-type: none"> • The Governing Board shall appoint three governing board members to be voting members on the agency selection committee. Using the Kepner-Tregoe Decision Making Analysis form as a tool, these Governing Board Members will select the top three firms to be interviewed. • The following Governing Board Members were appointed as the agency selection committee and the Veterans Home Members were appointed as advisors to this committee. • Governing Board Members: <ul style="list-style-type: none"> ○ Chairman-Norris Braaten, ○ DuWayne Ternes ○ Darrol Schroeder • Veterans Home Advisor Members <ul style="list-style-type: none"> ○ Administrator-Mark B. Johnson ○ Accounting Manager-Kristin Lunneborg ○ Physical Plant Supervisor-Bob Nelson 	<ul style="list-style-type: none"> • Motion by Jerry Meske, seconded by Orletta Kilen to approve the three governing board members appointed to the Selection Committee to make the final Architect selection. Motion amended to include in the screening process a rating if the architect firm is a member of the American Institute of Architects. Motion carried unanimously. • Chairman Braaten will contact the Attorney General's Office for an opinion if Administrator Mark B. Johnson should be a voting member of the selection committee. • Certain members of the public sector have expressed a concern that the buildings scheduled to be demolished may have potential use for veterans in some other manner. SB 2418 states these buildings, with the exception of the gazebo shall be demolished upon completion of the new facility and any

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		reconsideration of this matter would be required to be presented to the 2009 legislation for consideration and approval.
10. Financial Report: Accounting Manager-Kristin Lunneborg <ul style="list-style-type: none"> • Census Data • Financial Statement Enclosed • Basic/Skilled Accounts Receivable 	<ul style="list-style-type: none"> • Census enclosure for April 2007 <ul style="list-style-type: none"> • Skilled Care: 37 Beds filled. • Basic Care: 83 Beds filled. We are not admitting to the basic care unit until the life safety issues are solved. • Financial: Percentage of Biennium Remaining is 13%. • Special Fund Income percent remaining is 9%. The remaining special funds dollars will be figured into the next biennium budget. • Basic/Skilled Accounts Receivable was presented. 	<ul style="list-style-type: none"> • Kristin Lunneborg, Accounting Manager, will contact the Emergency Commission in June requesting a line item transfer from the salary line item to the operating line item. • Motion was made by Daryl Beard, second by Brad Maasjo to write off skilled line item # 6 in the amount of \$10,011.81. Motion carried unanimously. • Motion was made by Darrol Schroeder, seconded by DuWayne Ternes to approve the financial report as presented. Motion carried unanimously.
11. Annual Evaluation of Administrator Chairman-Norris Braaten	<ul style="list-style-type: none"> • Previous Committee Board Members: Brad Maasjo, Darrol Schroeder & Norris Braaten 	<ul style="list-style-type: none"> • Motion made by DuWayne Ternes, seconded by Orletta Kilen that the same Board Members be utilized to prepare a draft evaluation for board approval. Motion carried unanimously.
12. Veterans Memorial Chairman-Norris Braaten	<ul style="list-style-type: none"> • Discussion was held on the placement of a Veterans Memorial Museum in the new veterans' home. • A study will be completed and a policy drafted to be reviewed by the Attorney General Office concerning accepting gifts and donations to the museum. Upkeep and display of items in the 	<ul style="list-style-type: none"> • Administrator Johnson will contact the Attorney Generals office and NASVH concerning museum monuments and policies. Action tabled until June conference call.

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	<p style="text-align: center;">museum will also be addressed.</p> <ul style="list-style-type: none"> • Corey & Brad Bohl, from Jamestown, constructed a steel veteran's memorial statue. This statue is dedicated to the American veterans that it is to honor sacrifices specifically for the "war on terror". The Bohl's are looking for a permanent home for the statue. Administrator Johnson has contacted Brad Bohl to consider our new facility for the permanent home. 	
13. Closing Comments		<ul style="list-style-type: none"> • Sobriety Jamboree June 8-10th @ the North Dakota Veterans Home. • State Pen and signed SB 2418 along with an antique paper poker chip will be placed in the museum. • Agenda item in July to review the strategic plan and write a mission statement.
14. ACOVA Meeting	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • August 3 & 4TH in Bismarck. Friday meeting @ 1:00 pm @ the AMVETS; Saturday meeting @ 8:30 am @ the Comfort Suites.
15. Governing Board Meeting Motion	<ul style="list-style-type: none"> • The Governing Board discussed also conducting business by conference calls or e-mails. Meeting the required open meeting laws was discussed. • E-mail information should be followed up by a telephone call. 	<ul style="list-style-type: none"> • Motion was made by Jerry Meske, seconded by Darrol Schroeder to have a scheduled conference call meeting @ 4:00 pm the first Monday of every other month for the next six months and a regular Governing Board Meeting the seconded Friday of the opposite months. Motion carried unanimously.
15a. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: 	<ul style="list-style-type: none"> • Conference call meeting, Monday, June

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	<ul style="list-style-type: none"> • Location: • Time: 	<ul style="list-style-type: none"> 4, 2007 @ 4:00 pm • Regular meeting Friday, July 13, 2007 @ 10:30 AM Lisbon.
16. Adjournment	<ul style="list-style-type: none"> • Motion made by Jerry Meske, seconded by Darrol Schroeder to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting Adjourned
Signature of Administrator		Mark B. Johnson, Administrator