

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

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DATE/TIME: Tuesday, September 11, 2007 @ 8:00 AM. **LOCATION:** Veterans Home – Administrative Office **MEETING:** X Regular __ Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten

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

Absent: **Brad Maasjo** **Orletta Kilen**

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson **Accounting Manager-Kristin Lunneborg** **Executive Secretary-Margie Ourenhagen**
A.C.O.V.A. Chairman-Rudy Jensen

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"> • 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)
2. Roll Call: Recording Secretary	<ul style="list-style-type: none"> • Roll call taken by recording secretary 	<ul style="list-style-type: none"> • A quorum was present.
3. Welcome: Chairman-Norris Braaten	<ul style="list-style-type: none"> • Chairman Braaten welcomed Board Members and Guest. 	<ul style="list-style-type: none"> • NAR (No Action Required)
4. Approval of Governing Board Minutes: Chairman-Norris Braaten <ul style="list-style-type: none"> • Regular Meeting-August 17, 2007 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Motion # 1 was made by Darrol Schroeder, seconded by Daryl Beard to accept the minutes as mailed. 	<ul style="list-style-type: none"> • Motion # 1 carried
5. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten	<ul style="list-style-type: none"> • Chairman Braaten asked if any board members have a conflict of interest with any agenda items. 	<ul style="list-style-type: none"> • There are no conflicts of interest stated at this time.
6. Federal VA Grant Administrator Mark B. Johnson	<ul style="list-style-type: none"> • Frank Salvas has resigned his position with the Federal VA, effective after the 2008 grant priority list is set. 	<ul style="list-style-type: none"> • Announcement of the priority list will be made the end of September.
7. Architecture & Interiors Contact Update Administrator Mark B. Johnson	<ul style="list-style-type: none"> • Foss Architects has received the soil report sent by DuWayne Ternes. • The site where the three car garage presently sets is being considered for development of the 	<ul style="list-style-type: none"> • If we receive VA approval, the topographical, environmental and demographical surveys need to be completed by the deadline of December

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	<p>new building.</p> <ul style="list-style-type: none"> • We have requested bids to do the topographical survey of the NDVH grounds to locate the highest evaluation areas in the flood plain. Motion # 2 was made by DuWayne Ternes, seconded by Daryl Beard to authorize Administrator Johnson to accept bids for the three surveys, (Topographical, Environmental and Demographic) and to pass the information onto the NDVH Governing Board Chairman for approval. • Survey Deficiencies Update: Eighty-five percent of the work is completed. • A security guard has been hired to work five nights a week, with a resident worker doing the week-end security. • The money appropriated for the fix of the building should also cover the cost of the work needed to bring the elevator into compliance. 	<p>30, 2007.</p> <ul style="list-style-type: none"> • Administrator Johnson will review the Foss Architectural contract to see if the survey costs are included as part of the architectural fees. • At the next meeting we will approve a three board member team to approve issues up to \$25,000 for the new building. • Motion # 2 carried unanimously. • Administrator Johnson will notify the VA that it will take approximately two weeks to complete the safety survey deficiency project.
<p>8. VA Survey Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • VA survey was completed August 23rd & 24th. Many environmental issues were discussed. • Discussion was held on the possibility of funds being utilized from the Veterans Home Foundation to build storage buildings on site for the benefit of the veterans. • Residents will be notified that items stored on the grounds must be removed from the site to allow construction in the spring. • Discussion was held concerning resident's belongings and the language in the Basic Care Handbook. 	<ul style="list-style-type: none"> • Policy will be drafted concerning how much storage residents may have on the grounds and in their living quarters. • Storage buildings will be discussed further with Foss Architects. • Members will be touring Fergus Falls and Perham the end of the month.
<p>9. ND Administrative Code 86-03-01 thru 86-03-10 &</p>	<ul style="list-style-type: none"> • Administrator Johnson contacted Mary Kae 	<ul style="list-style-type: none"> • Administrator Johnson will submit the

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Public Law 109-461 Daryl Beard	Kelsch, Assistant Attorney General, to clarify what action needs to be taken with the Administrative Rule Committee. Information and forms needs to be submitted to the committee approximately one month prior to their meeting.	necessary forms prior to the next Administrative Rule Committee meeting.
10. Closing Comments	<ul style="list-style-type: none"> • Discussion was held on the letter dated Sept 4th sent to the NDVH Governing Board & Senator Conrad. • The heating source for the Administrator's house was discussed. Currently, this house is heated by the steam boiler system, which needs repairs. Two engineering firms are assessing the house to see what type of heat/air-condition source could be utilized. Funding for this project may need to be discussed with the emergency commission. 	<ul style="list-style-type: none"> • Norris Braaten, NDVH Chairman, will be responding to this letter dated Sept 4th.
11. ACOVA Meeting	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Friday & Sat., Nov. 2 & 3, 2007 • Fargo • Friday @ 1:00 pm; Sat. @ 8:30 am
12. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Thursday, October 11, 2007 • NDVH Multipurpose Room • 10:30 AM
13. Adjournment	<ul style="list-style-type: none"> • Motion was made by Darrol Schroeder, seconded by DuWayne Ternas to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned
Minutes signed by Administrator		Mark B. Johnson, Administrator