

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

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DATE/TIME: Monday, November 19, 2007 @ 10:30 AM. **LOCATION:** Veterans Home – M/P Room **MEETING:** X Regular __ Special

MEETING CALLED TO ORDER: by Chairman, Norris Braaten

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**
A.C.O.V.A. Chairman-Rudy Jenson **Ralph Metcalf, House of Representatives** **Bob Nelson, Plant Supervisor**
Rick Hoganson-AIA, Foss Architecture & Interiors Representative **Christopher B. Green, PE, Electrical Engineer from Ulteig &**
David P Obermiller, P.E., Mechanical Engineer from Obermiller/Nelson

AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

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 Guests. 	<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-October 11, 2007 	<ol style="list-style-type: none"> 1. Minutes e-mailed to Board Members. 2. Discussion was held on having all single rooms on the skilled unit. 3. Amend Item # 8 to read discussion was held on the three car garage. 4. Motion was made by Darrol Schroeder, seconded by Daryl Beard to accept the minutes as amended. 	<ol style="list-style-type: none"> 4. Motion # 1 carried unanimously
5. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten	<ol style="list-style-type: none"> 1. Chairman Braaten asked if any board members have a conflict of interest with any agenda items. There are no conflicts of interest stated at this time. 2. Motion was made by Orletta Kilen, seconded by Darrol Schroeder to accept the agenda as presented. 	<ol style="list-style-type: none"> 2. Motion # 2 carried unanimously
6. Federal VA Grant Administrator Mark B. Johnson	<ol style="list-style-type: none"> 1. Administrator Johnson presented a slide show of the facility tours. 2. Topographical Survey is being done at this 	

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	<p>time.</p> <ol style="list-style-type: none"> 3. Environmental assessment # 1 is soon completed. Additional work to be done on # 2. 4. Unresolved Floodplain issue is being discussed with Senator Dorgan's staff. 5. Discussion was held on the outstanding bill to Foss Architecture & Interiors. 	<ol style="list-style-type: none"> 5. DuWayne Ternes & Rudy Jenson will discuss appropriations with the governor's office.
<p>7. Architecture & Interiors Contact Update Administrator Mark B. Johnson</p>	<ol style="list-style-type: none"> 1. Updated drawings and a slide show for the new building were presented by Rick Hoganson, AIA, of Foss Architecture & Interiors. 2. Discussion was held concerning square footage. 3. Strategic planning discussion was the possibility of adding an additional wing or footage at a later time. 4. Landscaping funding for the main entrance and courtyards was discussed. 5. Staffing issues were discussed. 6. David P Obermiller, P.E., Mechanical Engineer from Obermiller/Nelson Engineering gave a mechanical presentation. 7. Christopher B. Green, PE, Electrical Engineer from Ulteig gave a electrical presentation: 8. Discussion was held on the Federal and State Funding. 9. The Federal VA Grant award amount received from Senator Conrad's office was listed as \$11,063,000, but our paperwork indicates the grant should be \$12,049,000. Brad Maasjo reported this was an administrative mistake which was based on the original request; however the \$12,049,000 is the amount to be approved. 10. Discussion was held on funding limitations. 	<ol style="list-style-type: none"> 8. Waiting for the award letter for federal funds. 9. Mark & Kristin will discuss the funding issues with the Attorney General's Office and the O.M.B.
<p>8. ND Administrative Code 86-03-01 thru 86-03-10 &</p>	<ol style="list-style-type: none"> 1. NDVH Governing Board Chairman, Norris 	<ol style="list-style-type: none"> 1. Deadline for written comments is Friday,

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Public Law 109-461	Braaten, open the public hearing at 1:00 pm (Hearing taped on tape two sides A & B) 2. Testimony was presented by Administrator Johnson concerning changes to the presented Article Changes. 3. NDVH Governing Board Chairman, Norris Braaten, closed the public hearing after all those in attendance had a chance to speak.	November 30, 2007. These written comments will be reviewed by the NDVH Governing Board. 3. Administrative Rules Committee meeting is Thursday, December 13 th .
9. Administrations response to Article Changes Administrator Mark B. Johnson	1. Discussion was held on the administrative response presented by Administrator Johnson. 2. Motion was made by DuWayne Ternes, seconded by Orletta Kilen to approve the new language.	2. Motion # 3 carried unanimously.
10. VA Survey Administrator Mark B. Johnson	1. Plan of Action changes have been completed. 2. Night security Guard has been hired 3. Otis Elevator still has some wiring to complete 4. Compliance staffing issues were discussed.	1. VA Medical Survey Team will be here to do an un-announced survey soon.
11. Resident Sentinel Event Administrator Mark B. Johnson	1. Medication errors were discussed. 2. Issues with a Resident and family were discussed. The ACOVA was also notified of this incident.	1. Administrator Johnson has discussed this issue to the Fargo VA. Veterans Home protocol changes are being made to hopefully better serve our residents.
12. Administrator's Report Administrator Mark B. Johnson	1. Administrator Johnson & Bob Nelson, Physical Plant Supervisor gave a status report on the heating/air conditioning system in the house. 2. Discussion was held on the structure of the house. Motion made by Daryl Beard, seconded by Orletta Kilen to have Administrator Johnson, DuWayne Ternes and Bob Nelson, Physical Plant Supervisor to pursue adding the Administrators house on the Historical Registry. 3. Survey money update 4. Survey Deficiencies Update	1. The present heating system which is over 100 years old will be temporary patched. 2. Motion # 4 carried unanimously.

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13. Financial Report: Accounting Manager-Kristin Lunneborg <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data Basic/Skilled Accounts Receivable	<ol style="list-style-type: none"> 1. Census enclosure for October 2007 <ul style="list-style-type: none"> • Skilled Care: 37 Beds filled. • Basic Care: 74 Beds filled. Admissions will begin after life safety issues are solved. 2. Financial: Percentage of Biennium Remaining is 83%. 3. Motion was made by Darrol Schroeder, seconded by Brad Maasjo to write-off #'s 2, 5 & 6 from the Basic Care Accounts Receivable. 4. No write offs on the Skilled Accounts Receivable at this time. 	Board agreed to pay present billing from Foss Architecture & Interiors. 3. Motion # 5 carried unanimously.
14. Closing Comments		State Survey will be sometime in December. State Fire Marshall will be at the Veterans Home November 28 th .
15. ACOVA Meeting	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • March 14 & 15th
16. NDVH Conference Call	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Tuesday, December 4 @ 9:30 AM
17. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • December 14, 2007 • Lisbon Veterans Home • 10:30 AM
18. Adjournment	<ul style="list-style-type: none"> • Motion was made by Brad Maasjo, seconded by Darrol Schroeder to adjourn this meeting. 	<ul style="list-style-type: none"> • Motion # 6 carried unanimously.
Minutes signed by Administrator		Mark B. Johnson, Administrator