

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

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DATE/TIME: Tuesday, December 18, 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** **DuWayne Ternes**
 Jerry Meske, Vice Chairman

Members Absent: **Darrol Schroeder** **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 **Rick Hoganson-AIA, & Jamie Feeney from Foss** **Architecture & Interiors**
Pam Gulleeson, House of Representatives **Phillip Mueller, House of Representatives** **Ralph Metcalf, House of Representatives**

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-November 19, 2007 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Motion # 1 was made by Daryl Beard, seconded by Brad Maasjo 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. Architecture & Interiors Contact Update Administrator Mark B. Johnson	<ul style="list-style-type: none"> • Foss Architecture & Interiors presented updated preliminary drawings. Discussion was focused on a single story building, the type of materials to use for frame work, layout of the plumbing, the VA requirements of square footage, and the budget of \$24,000,000. • Discussion was held of the possibility of lift tracts in the skilled rooms. • Completion of the soil borings was discussed. 	<ul style="list-style-type: none"> • Pam Gulleeson, District 26 House of Representatives, discussed grants concerning energy efficiency and building destruction. • Preliminary Flood Plain Maps can be requested. The completed official mapping will be completed and printed by June 2008. • Administration Johnson will contact Foss

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AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
	<ul style="list-style-type: none"> • Environmental assessment phase I & 2 was discussed • Motion # 2 made by Daryl Beard, seconded by Jerry Meske to the appointment of a Construction Committee for the NDVH Governing Board. The following members will be appointed to represent the entire board effective Dec. 18, 2007: Norris Braaten, Duane Ternes and Darrol Schroeder. This committee will make all decision including additions or deletions to the proposed construction plans and in the future construction of the 150 bed facility. The purpose of this committee is to handle the time sensitive issues between board meetings and report back to the full board. 	<p>Architecture & Interiors of specific changes the Governing Board requested in the drawings.</p> <ul style="list-style-type: none"> • Motion # 2 carried.
<p>7. Federal VA Grant Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Discussion was held on the responses received from requesting the additional monies from \$21,000,000 to \$24,500,000. 	<ul style="list-style-type: none"> • Pam Gulleon, District 26 House of Representatives, will contact Senator Conrad's office concerning the additional funding request.
<p>8. VA Survey Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Otis Elevator is updating the elevators to be in compliance with the survey plan of correction. • Discussion was held on the root cause analysis that will be conducted on med error prevention. • Additional CNA on the basic unit was discussed. 	<ul style="list-style-type: none"> • VA will be doing a revisit survey
<p>9. Administrator's Report Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Long term discussion was held on the administrator's house. • Discussion was held on the Federal VA needing notification of the additional monies being requested for the new building. 	<ul style="list-style-type: none"> • Action required.
<p>10. Financial Report: Accounting Manager-Kristin Lunneborg</p>	<ul style="list-style-type: none"> • Financial: Percentage of Biennium Remaining is 79%. 	

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<ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable 	<ul style="list-style-type: none"> • Census enclosure for Nov 2007 <ul style="list-style-type: none"> • Basic Care: 77 Beds filled. • Skilled Care: 36 Beds filled. • Basic/Skilled Accounts Receivable was presented. Motion # 3 was made by Brad Maasjo, seconded by DuWayne Ternes to write off the skilled unit accounts receivable in the amount of \$1,019.83 • Discussion was held on the rent policy. 	<ul style="list-style-type: none"> • Motion # 3 carried. • Rent policy will be discussed next meeting.
<p>11.ND Administrative Code 86-03-01 thru 86-03-10 & Public Law 109-461</p>	<ul style="list-style-type: none"> • Discussion was held on the added language to the ND Administrative Code. Motion # 4 made by Daryl Beard, seconded by Jerry Meske that the members of the Governing Board read the Administrative Code changes especially the priority listings and be ready to vote at the next meeting. 	<ul style="list-style-type: none"> • Add veterans in the listing for the admissions to skilled nursing facility. • Motion # 4 carried.
<p>12. Closing Comments</p>	<ul style="list-style-type: none"> • No comments stated. 	<ul style="list-style-type: none"> • NAR (No Action Required)
<p>13. ACOVA Meeting</p>	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Friday & Sat.-March 14 & 15, 2007, • Bismarck Comfort Suites • Friday @ 1:00 PM
<p>14. Next Meeting – Governing Board:</p>	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Friday, January 18, 2008 • Lisbon Veterans Home • 10:30 AM
<p>15. Adjournment</p>	<ul style="list-style-type: none"> • Motion was made by Jerry Meske, seconded by DuWayne Ternes to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned
<p>Minutes signed by Administrator</p>		<p>Mark B. Johnson, Administrator</p>