

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

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DATE/TIME: Friday, January 18, 2008 LOCATION: Veterans Home-M/P Room MEETING: X Regular Special

AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

	<p>submitted correspondence to the State Adjutant General explaining the nature of our project. Pending the soil boring reports, requesting assistance in preparing the new building site by moving earth, road grading and demolishing the old building. These costs are presently proposed in the \$24,000,000.00 approved building funding.</p> <ul style="list-style-type: none"> • Informal discussion was held on the architectural proposed changes. The following were some of the proposed changes <ul style="list-style-type: none"> ○ Spas to become storage areas. ○ Bathtub or shower per twenty people. ○ PT-OT larger, in-service room smaller. ○ Tornado shelter space was discussed. ○ Front design of the building which is not in the square footage • Motion # 3 made by Brad Maasjo, seconded by DuWayne Ternes and Darrol Schroeder to approve the drawing presented as the final exterior shape for Foss to move forward with for purposes of continuing electrical and mechanical design. This is still subject to internal modifications or reorientation of the building based on soil testing. 	<ul style="list-style-type: none"> • Motion # 3 carried.
<p>7. Administrator's Report Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Soil Boring's have been taken, waiting for the report of findings. • Status Report on House – Maintenance has been monitoring the heating of the house. • Donna Lund, Interim Director of Nursing was introduced to the Board. 	<ul style="list-style-type: none"> • NAR

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<p>8. VA Survey Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Plan of Action Update – Personnel changes will be discussed in Executive Session. • The VA survey team has made their third unannounced survey visit. The Med carts have been implemented on the basic care unit. • Dr. Vani Nagala, NDVH Medical Director, discussed the sentinel events of med errors with Administrator Johnson. • Goal setting will be implemented. 	<ul style="list-style-type: none"> • NAR
<p>9. Financial Report: Accounting Manager-Kristin Lunneborg</p> <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Foss Bills • Policies: <ul style="list-style-type: none"> • Rent Policy • Employee Criminal History Background Checks Policy 	<ul style="list-style-type: none"> • Financial: Percentage of Biennium Remaining is 76%. • Census enclosure for Dec 2007 • Basic Care: 77 Beds filled. • Skilled Care: 38 Beds filled. • Approximately \$50,000 of life safety improvement money will be returned to the State. • Emergency Commission request was discussed • Attorney General Office will be contacted to help assist with collecting fees. • No write-off's requested for Basic Care Unit. • Motion # 4 made by Darrol Schroeder, seconded by Daryl Beard to write off these skilled accounts #'s 5, 6 & 10. • Motion # 5 made by DuWayne Ternes, seconded by Daryl Beard to approve payment of the presented bills to Foss. • Proposed rent policy changes were discussed. Motion # 6 made by Daryl Beard, seconded by DuWayne Ternes to submitted the proposed Rent Income Policy to the ACOVA. • Discussion was held on the \$560.00 monthly increase for utilities assessed by the City of Lisbon. 	<ul style="list-style-type: none"> • Motion # 4 carried. • Motion # 5 carried. • Motion # 6 carried. Kristin Lunneborg will contact the State Auditors Office concerning collecting basic care rent a month in advance. Administrator Johnson will submit the rent policy to ACOVA for their approval.

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	<ul style="list-style-type: none"> • Discussion was held on the Employee Criminal History Background Checks Policy. Motion # 7 made by Darrol Schroeder, seconded by Daryl Beard to approve this policy. 	<ul style="list-style-type: none"> • Motion # 7 carried.
<p>10. ND Administrative Code 86-03-01 thru 86-03-10 Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Motion # 8 made by Daryl Beard, seconded by Brad Maasjo to accept Admissions to the Skilled Nursing Unit article 86-03-01-01 subsection 5 as per amended 1-18-08. Motion included to remove from section 5-a (or complications from a service connected disability and to add 60% or greater connected disability. Also add in as #a Skilled nursing residents who have been medically discharged from the North Dakota Veterans Home. • Motion # 9 made by Daryl Beard, seconded by Brad Maasjo to accept Admissions to the Basic Care Facility as presented. Motion amended to remove from item 4-b “or complications from a service connected disability. • Motion # 10 made by Daryl Beard, seconded by DuWayne Ternes to approve 86-03-01-03. Board of Admissions to read as follows. <ol style="list-style-type: none"> 1. The board of admissions shall consist of administration, social worker, registered nurse and physician or physician assistant. All applications shall be processed by the board of admissions for action. 2. If a tie occurs, or an application is disapproved, the Administrator or designee shall call a meeting of the board and the reasons for denial shall be reviewed. The Administrator or designee shall vote to break the tie, request additional information if sufficient is not available to make a decision or 	<ul style="list-style-type: none"> • Motion # 8 carried. • Motion # 9 carried. • Motion # 10 carried.

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	<p>a write a letter of denial to the applicant.</p> <p>3. Processing of an application shall be completed within ten working days of receipt; provided the application is completed properly, and sufficient medical and financial information is available to make a determination.</p> <ul style="list-style-type: none"> • Motion # 11 made by Daryl Beard, seconded by Brad Maasjo to adopt the Administrative Code as amended and forward to the state for Administrative hearing. 	<ul style="list-style-type: none"> • Motion # 11 carried.
<p>11. Public Law 109-461 Daryl Beard</p>	<ul style="list-style-type: none"> • Daryl Beard gave an informational status report relating to letter he received from Kent Conrad. 	<ul style="list-style-type: none"> • Regulations are expected to take at least six more months.
<p>12. Basic Care Handbook Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Motion # 12 made by Daryl Beard, seconded by DuWayne Ternes to discussion this handbook or action taken at this meeting. 	<ul style="list-style-type: none"> • Motion # 12 carried to place the Basic Care Handbook on the agenda for next meeting.
<p>13. Closing Comments</p>	<ul style="list-style-type: none"> • Discussion was held on the proposal for services received from Source One, Inc. Motion # 13 made by Brad Maasjo, seconded by DuWayne Ternes to authorize the home to pursue contracting for Phase 1 & 2, but to hold off on Phase 3. The NDVH Governing board is to participate in phase 2 and plan an off -site spring board meeting to discuss strategic planning. • Building Committee will meet Thursday, February 7th with Foss Architect in Fargo to discuss the new building proposed & alternate drawings. 	<ul style="list-style-type: none"> • Motion # 13 carried
<p>14. 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

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15. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Tentatively set for Tuesday, February 19th Lisbon M/P Room 10:30 AM
16. Executive Session Norris Braaten, Chairman	<ul style="list-style-type: none"> • Chairman Braaten requested a closed executive session. 	<ul style="list-style-type: none"> • NAR
17. Adjournment	<ul style="list-style-type: none"> • Motion # 14 made by Darrol Schroeder, seconded by DuWayne Ternes to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned
Agenda approved by Chairman & Administrator		Mark B. Johnson, Administrator