

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

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DATE/TIME: Tuesday, February 19, 2008 @ 10:30 AM. **LOCATION:** Veterans Home – M/P Room **MEETING:** X Regular ___ Special

MEETING CALLED TO ORDER: by Chairman, Norris Braaten

Members Present: Norris Braaten, Chairman Daryl Beard Brad Maasjo Darrol Schroeder DuWayne Ternes
Jerry Meske, Vice Chairman

Members Absent: 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

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
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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-January 18, 2008 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Motion # 1 was made by Darrol Schroeder, seconded by Daryl Beard to approve these minutes as e-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. There are no conflicts of interest stated at this time. • Motion # 2 was made by Daryl Beard, seconded by Brad Maasjo to accept the agenda as presented. 	<ul style="list-style-type: none"> • Motion # 2 carried.
6. Federal VA Grant Administrator Mark B. Johnson	<ul style="list-style-type: none"> • Preliminary plans were submitted to VA in Washington. They agreed these plans could be acceptable; however they requested the home pursue drawings focusing on the household environment. • The Federal VA is willing to increase funding. • Discussion has been held with OMB concerning the request for additional state 	<ul style="list-style-type: none"> • Information on the Green House concept will be sent to the Board Members. • We requested sample floor plans for the household concept from the Federal VA.

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	<p>funding.</p> <ul style="list-style-type: none"> • Soil boring survey conditions were discussed. One proposal was to haul in 4-6 feet of top soil and to compact the building site area. After 4-5 months, haul off three feet of that dirt. The National Guard agreed if time permits to assist in this project. • Schedule time tables and changes to the building plans were discussed. 	
<p>7. Administrator's Report Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Procedure & protocol suggestions from consultants, Sandra Skallerud & Brenda Weisz, were discussed. • Some areas of projected changes were: <ul style="list-style-type: none"> • Increased FTE's for Certified Med tech on the day and pm shifts. • Med carts on 2nd & 3rd floors. • Staffing shift hours change to 7, 3 & 11 • Activities hours daily from 10 – 7 • Skin integrity documentation 	<ul style="list-style-type: none"> • Consultants report will be composed within the next 2-3 weeks.
<p>7a. Foss Architecture & Interiors Update Rick Hoganson-AIA, & Jamie Feeney</p>	<ul style="list-style-type: none"> • Foss Architecture & Interiors presented several alternative drawings for discussion. • Modify the original drawings keeping the Perham Nursing Home in mind. • Keep buildings attached with a household neighborhood concept and geothermal heating. • Model building for residence independence. • Universal worker was discussed. • Food services were discussed. 	<ul style="list-style-type: none"> • Administrator Johnson will contact Washington to send a letter addressing re-modifying the new building. • Building Committee will meet Wednesday, Feb. 27th @ 1:30 Foss Architecture in Fargo. • Visiting the Perham Nursing Home was discussed. • Rick Hoganson will contact Braun Intertec to request alterative methods of stabilizing the ground.
<p>8. State Survey Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Deficiencies and Plan of Correction were discussed. Procedure & protocol issues on skin integrity were the issues. • Wanda Cavett has been hired as the Director 	<ul style="list-style-type: none"> • Plan of Action will be sent in.

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	of nursing.	
9. Financial Report: Accounting Manager-Kristin Lunneborg <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Foss Architecture Bill 	<ul style="list-style-type: none"> • Financial: Percentage of Biennium Remaining is 73%. • Operating expenses were discussed. • Census enclosure for Jan 2008 <ul style="list-style-type: none"> ○ Basic Care: 77 Beds filled. ○ Skilled Care: 38 Beds filled. • Discussion was held on admissions openings. • No request for write-offs at this time. • Emergency Commission requests were discussed. • Motion # 3 made by DuWayne Ternes, seconded by Darrol Schroeder to accept the financials as presented. • Discussion was held on the services received from Foss Architect for services to date. Total billed to date is \$265,000. Motion # 4 was made by Darrol Schroeder, seconded by Daryl Beard to delay paying the Foss Architect billing at this time. • Discussion was held on having a construction manager. • Motion # 5 made by Daryl Beard, seconded by Darrol Schroeder not to pay Braun Intertec Engineering the additional \$3,488.75 for the change order. 	<ul style="list-style-type: none"> • Emergency Commission meeting Friday, March 14th in Bismarck • Budget section meeting is Wednesday, March 19th in Bismarck. • Motion # 3 carried • Motion # 4 carried • Motion # 5 carried
10. ND Administrative Code 86-03-01 thru 86-03-10 Administrator Mark B. Johnson	<ul style="list-style-type: none"> • Submitted 	<ul style="list-style-type: none"> • Administrative Hearing Date is Wednesday, March 12th Bismarck
11. Public Law 109-461 Daryl Beard	<ul style="list-style-type: none"> • Status Report 	<ul style="list-style-type: none"> • NAR
12. Skilled Care Handbook Basic Care Handbook Administrator Mark B. Johnson	Skilled Care Handbook: <ul style="list-style-type: none"> • Motion # 6 made by Brad Maasjo, seconded by Darrol Schroeder for Board Members to 	<ul style="list-style-type: none"> • Motion # 6 carried

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	<p>review the Skilled Care Handbook and bring back to next meeting for approval.</p> <p>Basic Care Handbook</p> <ul style="list-style-type: none"> • History page instead of Commandant refer to Commandant/Administrator • Admissions to Basis Care have the same listing as in Article 86-03-01-01 of Administrative Rules. • Motion # 7 made by Brad Maasjo, seconded by Darrol Schroeder to remove from Telephone “Each room has a phone provided by the Veterans Home with free local calling.” • Visitation: (F172) be described as “in accordance with The Long Term Care Survey Manual for state nursing home F-tag # 172”. • Annual Review: Motion # 8 made by Daryl Beard, seconded by DuWayne Ternes to delete this paragraph on annual review and in rent calculation item # 3 change December to January and January to February. • Motion # 9 made by Daryl Beard, seconded by DuWayne Ternes to leave in “The Administrator and Governing Board will assure that the Veterans Home meets licensing standards for each type of care offered and all applicable United States Department of Veterans Affairs rules and regulations.” • Motion # 10 made by Darrol Schroeder, seconded by Daryl Beard to accept the Basic Care Handbook. 	<ul style="list-style-type: none"> • Motion # 7 carried. • Motion # 8 carried • Motion # 9 carried • Motion # 10 carried
<p>13. Closing Comments</p>	<ul style="list-style-type: none"> • Resident is requesting to lobby during Legislation in Bismarck at the appropriate time next year as part of a work therapy program. 	<ul style="list-style-type: none"> • Resident will stay in contact with Administrator Johnson. • Board members will visit Perham,

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	<ul style="list-style-type: none"> • 	Thursday, Feb 21 @ 2:00 pm
14. ACOVA Meeting	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Friday & Sat.-March 14 & 15, 2007, Bismarck Comfort Suites
15. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Monday, March 17th 10:30 Lisbon
16. Adjournment	<ul style="list-style-type: none"> • Motion # 11 made by Daryl Beard, seconded by Darrol Schroeder to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned.
Minutes signed by Administrator		Mark B. Johnson, Administrator