

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

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DATE/TIME: Wednesday, April 16, 2008 @ 10:30 AM. LOCATION: Veterans Home-M/P Room MEETING: XRegular __Special

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<p>Chairman-Norris Braaten</p>	<p>updated the board on the building plans accepted by the Building Committee. He also discussed the following:</p> <ul style="list-style-type: none"> ○ Building plans at 159,000 sq ft. ○ Completed design development and cost estimate to be submitted by May 23rd. ○ Construction Documents to be submitted July-August. ○ Bid opening Sept-October. ○ Surcharge will need to settle for 90-120-days. ○ Dirt to be removed in three months. ○ Construction to start in October. <ul style="list-style-type: none"> ● The Guard plans to start moving dirt and trees the beginning of June. DuWayne Ternes will contact Braun Intertec and David Schall from the Guard concerning the surcharge preparation and removal. ● Motion # 4 made by Darrol Schroeder, seconded by Orletta Kilen to approve the Architect Plans of the new building. ● Insert from Feb 27th meeting (Motion # 3) was that Foss Architecture presents a suitable plan and dollar amount by Monday, March 3rd at 1:00 pm. The board also accepts Rick Hoganson's offer to withdraw as the lead architect of this project. ● Motion # 5 made by Brad Maasjo, seconded by DuWayne Ternes in the interest of friendly and forward progress that the Chairman draft a communication letter to Foss Architect clarifying that we 	<p>at the next meeting</p> <ul style="list-style-type: none"> ● Administrator Johnson will contact the attorney generals office concerning the cap of work Braun Intertec can be allowed to do before the need is there to complete a RFP. ● Motion # 4 carried. ● Motion # 5 carried.

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	<p>wish to have the lead Architect and designer as is, but we appreciate Rich Hoganson's input and contributions and invite them in the future.</p> <ul style="list-style-type: none"> • Discussion was held on the timing of the National Guard assistance. 	
<p>7 Tuition reimbursement policy</p>	<ul style="list-style-type: none"> • Faye Huether's, Skilled LPN, requested to be grandfathered in under the previous system requirements and be reimbursed unlimited tuition for an additional amount of approximately \$10,000.00. • Assistant Attorney General, Mary Kae Kelsch's, opinion dated April 11, 2008 addresses the current tuition reimbursement policy. Current tuition reimbursement policy states total reimbursement of \$9,000.00. • Motion # 6 was made by Darrol Schroeder, seconded by Orletta Kilen that we cover the tuition, if she will give us a three year commitment. After discussion Motion # 6 was rescinded by Darrol Schroeder and Orletta Kilen. • Motion # 7 made by Brad Massjo, seconded by Darrol Schroeder to satisfy this individual's tuition expense conditioned upon her continuing to serve the North Dakota Veterans Home for three years after graduation or reimburse us prorated at those thirty-six months. • Education policy will be re-visited. 	<p>Motion # 6 carried.</p> <p>Motion # 7 carried.</p>
<p>7a. Financial Report: Accounting Manager-Kristin Lunneborg</p>	<ul style="list-style-type: none"> • Financial: Percentage of Biennium Remaining is 63%. 	

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AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Foss Architecture Bill • 2009-2011 Budget 	<ul style="list-style-type: none"> • Census enclosure for March 2008 • Basic Care: 78 Beds filled. • Skilled Care: 38 Beds filled. • Motion # 8 was made by Darrol Schroeder, seconded by Orletta Kilen to approve financial report as presented. • Discussion on the per-diem not collected on non-veterans. • Motion # 9 was made by Daryl Beard, seconded by Darrol Schroeder to accept the accounts receivable & census reports as presented. 	<ul style="list-style-type: none"> • Motion # 8 carried. • Motion # 9 carried.
<p>8. Ground Breaking – New Building Administrator-Mark Johnson</p>	<ul style="list-style-type: none"> • Ground breaking will be held Saturday, June 14, 2008. • Motion # 10 was made by Daryl Beard, seconded by Orletta Kilen to have Darrol Schroeder, Brad Maasjo, Mark Johnson and Kristin Lunneborg plan the ground breaking presentation. 	<ul style="list-style-type: none"> • Motion # 10 carried.
<p>9. Cultural Resource Study III Administrator-Mark Johnson</p>	<ul style="list-style-type: none"> • Bids received ranged from \$2750.00 to \$9500.00. • Discussed surveying the oxbow for future development. • Earthworks bid of \$2750.00 to survey twenty acres. • Motion # 11 made by Brad Maasjo, seconded by Darrol Schroeder to authorize Administrator Johnson to contract with Earthworks to conduct the cultural research study and to negotiate further work as he deems required, not to exceed \$10,000.00. 	<ul style="list-style-type: none"> • Motion # 11 carried.
<p>10. Basic Care Income & Rent Structure</p>	<ul style="list-style-type: none"> • No report at this time. 	

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<p>Administrator-Mark Johnson</p>		
<p>11 Medicare D - Pharmacy billings Administrator Johnson</p>	<ul style="list-style-type: none"> • Medicare Part D collections for 2007 were \$10,000.00. No collections to date for 2008. • Discussed enrollment of residents into Community Care RX, our Medicare Part D program. 	<p>Will be discussed further at a late date.</p>
<p>12. Correction of Articles 86-03-01 to 86-03-10 Administrator Johnson</p>	<ul style="list-style-type: none"> • Discussed Articles 86-03-01 – 86-03-10. The articles approved by the Administrative Rules Committee were incorrect. We are awaiting word from the Attorney General’s office on the procedure to correct the error. • Legislative Council opinion is we will have to go through the entire process again, which will cost approximately \$2,000.00 • Motion # 12 made by Daryl Beard, seconded by Darrol Schroeder to have Daryl Beard review what was currently put into law to what should have been put into law and make corrections before the next board meeting 	<ul style="list-style-type: none"> • Motion # 12 carried
<p>13. Basic Care Handbook Administrator Johnson</p>	<ul style="list-style-type: none"> • Under nursing services change wording to “Qualified medical staff is available at the nurse’s station to help residents with medical care needs.” • Discussion on the Veterans burial plots at Oakwood Cemetery in Lisbon and the North Dakota Veterans Cemetery in Mandan. • Motion # 13 made by Daryl Beard, seconded by Brad Maasjo to accept the 	<ul style="list-style-type: none"> • Motion # 13

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	<p>Basic Care Handbook as presented with corrections. Motion carried.</p>	
<p>14. Skilled Care Handbook Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Motion # 14 made by Daryl Beard, seconded by Orletta Kilen to table this handbook until next meeting. 	<ul style="list-style-type: none"> • Motion # 14
<p>14a. Resolution 3063</p>	<ul style="list-style-type: none"> • Brad Maasjo updated the board on the draft bill resolution relating to the Department of Veterans Affairs and the Delivery of Veterans Services. • The current draft of Resolution 3063 had the unintended effect of eliminating the NDVH Governing Board. • Next meeting regarding Resolution 3063 is April 29th in Bismarck. • When the new resolution draft is received we will send it out to the board. This draft resolution will request that a minimum of three members on the Governing Board must be veterans. 	<p>Board will be notified if we receive notification of Legislative Council meeting.</p>
<p>15. Closing Comments</p>	<ul style="list-style-type: none"> • Discussion was held on the need for repairs on the marble Monument located at Oakwood Cemetery. • Enderlin Area American Legion requested approval to hold non-alcoholic American Legion meetings at the veterans' home on Tuesdays night. • No Building Committee meetings set at this time. 	<ul style="list-style-type: none"> • Administrator Johnson will contact the Foundation Chairman and the ACOVA for funding. • Committee will be subject to call.
<p>16. ACOVA Meeting</p>	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • June 13 & 14, 2008 • Friday at Fargo Doublewood Inn. • Saturday at Lisbon Veterans Home-M/P Room

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17. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	<ul style="list-style-type: none"> • Tuesday, May 13, 2008 • Lisbon M/P Room • 10:30 AM.
18. Adjournment	<ul style="list-style-type: none"> • Motion # 15 made by Orletta Kilen, seconded by Darrol Schroeder to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned.
Minutes signed by Administrator		Mark B. Johnson, Administrator