

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

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DATE/TIME: Tuesday, July 08, 2008 @ 10:30 AM. **LOCATION:** North Dakota Veterans Home **MEETING:** X Regular Special

MEETING CALLED TO ORDER: by Chairman, Norris Braaten

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

Members Absent: Daryl Beard

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson Accounting Manager-Kristin Lunneborg Executive Secretary-Margie Ourenhagen
Bob Nelson-Physical Plant Director Ralph Metcalf-House of Representatives Dave Skjonsby-Veteran

| 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 | 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-May 13, 2008 | <ul style="list-style-type: none"> • Motion #1 made by Orletta Kilen, seconded by Darrol Schroeder 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. New Building <ul style="list-style-type: none"> • Approval for additional building estimate | <ul style="list-style-type: none"> • See item # 9 | <ul style="list-style-type: none"> • See item # 9 |
| 7. Construction Plans –New Building Administrator-Mark Johnson <ul style="list-style-type: none"> • Accident & Update on progress | <ul style="list-style-type: none"> • National Guard has done an outstanding job working on the new Veterans Home site. Their goal is to prepare 50,000 cubic yards of fill. An additional 70,000 cubic yards of fill are required. Additional rental trucks for hauling fill were added to for this project’s completion. • Discussion was held on the water truck accident. Thankfully the driver was not hurt. • Discussion was held on coordinating the surcharge moving. | <ul style="list-style-type: none"> • Stephanie Robinson, Chief Director of State Home Construction Grant Programs, contacted Administrator Johnson with concerns that not all the necessary paper work is filed for the year 2008. • If a company is hired to put the surcharge on the site a RFQ (Request for Qualifications) is needed. |

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DATE/TIME: Tuesday, July 08, 2008 @ 10:30 AM. LOCATION: Veterans Home-M/P Room MEETING: X Regular __Special

| AGENDA ITEM | PRESENTATION/DISCUSSION | RECOMMENDATION/ACTION |
|--|---|--|
| | <ul style="list-style-type: none"> • Director of State Facility Management, John Boyle, will consult and coordinate the new Veterans Home project. • The drawings submitted July 1st to Washington VA from Foss Architecture are approximately fifty percent complete. • Discussion was held on the bid letting dates, the cost of this veteran's home project and the drawings submitted at fifty percent complete. | |
| <p>8. Tuition Reimbursement Administrator-Mark Johnson</p> | <ul style="list-style-type: none"> • Attorney Generals office is drafting an opinion concerning this tuition reimbursement. | <ul style="list-style-type: none"> • Awaiting Attorney Generals opinion. |
| <p>9. Financial Report: Accounting Manager-Kristin Lunneborg</p> <ul style="list-style-type: none"> • Financial Statement Enclosed • New Building Expenses • Census Data • Basic/Skilled Accounts Receivable • Foss Architecture Bill • Change orders – Jensen Brothers Construction • Administrators House • 2009-2011 Budget (House) | <ul style="list-style-type: none"> • Kristin Lunneborg, Accounting Manager, presented the following: <ul style="list-style-type: none"> • Partial Financial Report as of 6-30-08 • Expenses for New Building as of 6-30-08 • Census enclosure for June 2008 <ul style="list-style-type: none"> ○ Basic Care: 76 Beds filled. ○ Skilled Care: 38 Beds filled. • Basic & Skilled Accounts Receivable with no write-offs requested at this time. • Discussion was held on the Foss Architecture billing. Motion # 2 made by DuWayne Ternes, seconded by Jerry Meske not to pay Foss Architecture & Interiors statement for professional services until John Boyle, Director of State Facility Management, has come on board and reviewed these statements and directs the Governing Board to approve/not approve paying these statements. Statements show a schematic design completion of 99%, when designs are only 50% completed. • Discussion held on Jensen Brothers proposed change orders # 1 & #2. Motion # 3 made by Jerry Meske, seconded by Brad Maasjo to pay | <ul style="list-style-type: none"> • Motion # 2 carried. • Motion # 3 carried. |

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| | <p>these change orders as submitted.</p> <ul style="list-style-type: none"> • Discussion held on the Administrators House repairs. Motion # 4 made by Brad Maasjo, seconded by Darrol Schroeder to submit an estimate of \$250,000 for renovation of the Administrators House with a caveat that we are requesting a profession estimate and if we receive one that will be submitted. • Motion # 5 made by Orletta Kilen, seconded by DuWayne Ternes to approved financial reports as presented. | <ul style="list-style-type: none"> • Administrator Johnson will request a professional estimate on house repairs. • Motion # 4 carried. • Motion # 5 carried. |
| 10. Closing Comments | <ul style="list-style-type: none"> • Discussion held on the schedule of completion dates for the new Veterans Home project submitted by Foss Architecture. | <ul style="list-style-type: none"> • DuWayne Ternes will submit a revise schedule of completion dates submitted by Foss Architecture for the Governing Board's approval. |
| 11. ACOVA Meeting | <ul style="list-style-type: none"> • Date: • Location: • Time: | <ul style="list-style-type: none"> • No meeting date set at this time. Tentative date-August 26, 2008. |
| 12. Next Meeting – Governing Board: | <ul style="list-style-type: none"> • Date: • Location: • Time: | <ul style="list-style-type: none"> • Friday, August 15, 2008. • Lisbon Veterans Home • 10:30 am |
| 13. Executive Session Norris Braaten, Chairman | <ul style="list-style-type: none"> • Chairman Braaten called for a executive session to discuss the following <ul style="list-style-type: none"> ○ Resident Issues ○ Evaluation-Mark B. Johnson | <ul style="list-style-type: none"> • Chairman Braaten will submit the executive minutes, which are not published information. |
| 14. Adjournment | <ul style="list-style-type: none"> • Regular meeting session reconvened. Motion # 6 made by Orletta Kilen, seconded by Brad Maasjo to adjourn this meeting. | <ul style="list-style-type: none"> • Meeting adjourned. |
| Minutes signed by Administrator | | <p style="text-align: right;">Mark B. Johnson, Administrator</p> |