

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

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**DATE/TIME:** Tuesday, April 28, 2009 @ 10:30 AM. **LOCATION:** North Dakota 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  
Physical Plant Director-Bob Nelson                      A.C.O.V.A. Representative-Dean Overby

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
01. Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.	Chairman, Norris Braaten, called for the Pledge of Allegiance to be recited, followed by a moment of silence for the POW/MIA's	NAR (No Action Required)
02. Roll Call: Recording Secretary	Roll call taken by recording secretary	A quorum was present.
03. Welcome: Chairman-Norris Braaten	Chairman Braaten welcomed Board Members and Guests.	NAR (No Action Required)
04. Approval of Governing Board Minutes: Chairman-Norris Braaten Conference Call Meeting-February 24, 2009	Motion # 1 was made by Darrol Schroeder, seconded by DuWayne Ternes to accept the February 24, 2009 Minutes as presented.	Motion # 1 carried.
05. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten	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.
06. Flood 2009 Administrator-Mark Johnson	Administrator Johnson gave an update on the flood of 2009 and the evacuation of the ND Veterans Home.  The evacuation of ND Veterans Home was as follows: <ul style="list-style-type: none"> <li>• On 4/11/09 thirty-five skilled residents were transported to St Catherine's Living Center in Wahpeton.</li> <li>• On 4/15/09 thirty five basic care residents were transported to the State Development Center in Grafton.</li> <li>• Other skilled and basic care residents went</li> </ul>	

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	<p style="text-align: center;">to stay with family or friends.</p> <p>Temporary dikes were built to 25' on the Veterans Home grounds causing major destruction to the grounds, sprinkler system and roads.</p> <p>Minimal surcharge clay was moved from the building site to build the secondary dike.</p> <p>No response has been received from the National Guard to assist in raising a permanent deck to 25' on the veteran's home grounds.</p> <p>The city's clay pit was under water; therefore clay was taken from the NDVH clay pit to raise the decks across the City of Lisbon.</p> <p>An application will be filed with FEMA for pit restoration.</p>	
<p><b>07.</b> Construction Committee Report Administrator-Mark Johnson &amp; Chairman-Norris Braaten</p>	<p>Motion # 2 was made by Daryl Beard, seconded by Jerry Meske to appoint DuWayne Ternes as Chairman of the Building Committee and retain Norris Braaten, Darrol Schroeder, Mark B. Johnson, Kristin Lunneborg and Bob Nelson on the board.</p> <p>Motion # 3 made by Jerry Meske, seconded by Daryl Beard to move forward with creating the temporary owners representative job description and advertising to fill this temporary position.</p> <p>A meeting was held Monday, April 27, 2009 prior to the signing of the following contracts:</p> <ul style="list-style-type: none"> <li>• General contract with Comstock Construction Inc,</li> </ul>	<p>Motion # 2 carried</p> <p>Motion # 3 carried</p>

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	<ul style="list-style-type: none"> <li>• Electrical contract with Nordick Electric &amp; Sheetmetal.</li> <li>• Mechanical contract with Grant's mechanical.</li> </ul> <p>Site work will begin in a couple of weeks.</p> <p>A change order will be submitted allowing for the Geothermal.</p> <p>No pay request should be paid prior to receiving a schedule of values and a list of substance supplies generated by Comstock Construction, the Prime Contractor.</p> <p>Discussion was held on the response from Foss Architecture &amp; Interiors to the ND Department of Health Review Comments.</p> <p>Letter was submitted to Foss Architecture clarifying the alternates to be used in building the new veterans home.</p>	
<p><b>08.</b> Legislative Bills Administrator-Mark Johnson</p>	<p>SB 2007 - Budget for Veterans Home still in Committee.</p> <p>SB 2025 - Additional New Facility Funds was approved</p> <p>SB 2075 - Exterior Finishing for New Facility \$350,000 was approved</p> <p>SB 2133 - NDCC &amp; Telephone Services was approved</p>	<p>NAR (No Action Required)</p>
<p><b>09.</b> VA Grant Application Administrator-Mark Johnson</p>	<p>The Federal Grant application has been approved in the amount of \$14,684,183 or 65 percent of the actual cost of construction, whichever is lesser.</p>	<p>NAR (No Action Required)</p>
<p><b>10.</b> Financial Report: Accounting Manager-Kristin Lunneborg</p>	<p>Financial Statement was presented as of 3/31/09.</p>	

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	<p>Discussion was held on the collection of the per-diem while the residents were evacuated to Grafton and Wahpeton and not at the veteran's home.</p> <p>Discussion was held on the cost developed from our residents and staff being located at the State Development Center in Grafton and St Catherine's Living Center.</p> <ul style="list-style-type: none"> <li>• Census enclosure for March 2009               <ul style="list-style-type: none"> <li>○ Basic Care: 74 Beds filled.</li> <li>○ Skilled Care: 38 Beds filled.</li> </ul> </li> </ul> <p>Motion # 4 was made by Darrol Schroeder, seconded by Daryl Beard to write off Skilled Accounts Receivable Items # 1 in the amount of \$14,563.88 and # 4 in the amount of \$823.00.</p> <p>Motion # 5 was made by Daryl Beard, seconded by Brad Maasjo to accept the financial statement as presented.</p> <p>Motion # 6 was made by DuWayne Ternes, seconded by Darrol Schroeder to approve the financial reports as presented.</p> <p>Human Resource policy 08-03 requires a revision that criminal history background checks are done for staff with access to PeopleSoft instead of all employees.</p> <p>The state form SFN 50744 will be used for Non-Criminal Justice Request For Criminal History Record Information to complete checks on all employees.</p>	<p>Motion # 4 carried.</p> <p>Motion # 5 carried.</p> <p>Motion # 6 carried.</p>



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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
<b>14.</b> NDVH Building Committee	Date: Location: Time:	To be announced
<b>15.</b> Next Meeting – Governing Board:	Date: Location: Time:	Tuesday, June 09, 2009 Lisbon-NDVH M/P Room 10:30 AM
<b>16.</b> Adjournment	Motion # 8 was made by DuWayne Ternes, seconded by Darrol Schroeder to adjourn this meeting.	Meeting adjourned.
Minutes signed by Administrator		Mark B. Johnson, Administrator