

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

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**DATE/TIME: Tuesday, June 29, 2010 @ 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  
John Adolf**

**Daryl Beard  
Orletta Kilen**

**Dean Overby  
Darrol Schroeder**

**Members Absent: DuWayne Ternes**

**OTHERS PRESENT BY INVITATION:**

**NDVH Administrator-Mark B. Johnson Executive Secretary-Margie Ourenhagen Lee Finstad, Governing Board Appointee  
Russell Handegard, Owners Representative Wanda Cavett, Director of Nursing Jann Neameyer, Director of Social Services  
LisaWalton, Dietitian**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01. Tour of building site @ 9:30</b>	Tour of the building site was taken by available Board Members.	
<b>02. Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.</b>		Chairman called for the Pledge of Allegiance, followed by a moment of silence for the POW/MIA's.
<b>03. Roll Call: Recording Secretary</b>	Roll call taken by recording secretary	A quorum was present.
<b>04. Welcome: Chairman-Norris Braaten</b>	Chairman welcomed Members and Guests.	
<b>05. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten</b>	Chairman asked if any board members have a conflict of interest with any agenda items.	There are no conflicts of interest stated at this time.
<b>06. Approval of Minutes: Chairman-Norris Braaten Governing Board Minutes ➤ Conference Call-May 13, 2010</b>	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion made by Schroeder, seconded by Beard to approve the Governing board minutes from May 13, 2010. All aye.
<b>07. Construction Report-New Facility Owners Representative-Russell Handegard</b>	Discussion held on the following topics: <ul style="list-style-type: none"> <li>• Change order # 21G.</li> <li>• Meeting with the North Dakota State Department of Health</li> <li>• Construction wrap up</li> </ul>	Motion made by Beard, seconded by Kilen to accept the 54 day extension for change order # 21G as drafted by Foss Architect & Interiors subject to approval by Mike Mullen, Assistant Attorney General, and subject to being accepted by July 10, 2010.
<b>08. North Dakota Administrative Code Article 86-01-01 &amp; 86-03-01 to 86-03-10 Daryl Beard</b>	Due to the 2003 Performance Audit the proposed amendments of Sections of N.D. Administrative Code Article 86 Chapter 1 Section 1 & Article 86 Chapter 3 Sections 1-10 were drafted.	

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	<p>Daryl Beard presented the Administrative Code draft, which was approved by the Governing Board 01/18/08, with his suggested changes and deletions.</p> <p>References was made to the following:</p> <ul style="list-style-type: none"> <li>• Mike Mullen’s letter dated 06/15/10 which refers to additional language added that was not discussed at the rulemaking hearing.</li> <li>• SB 2299 (Dated 01/07/03) (refers to 37-15-10.1(Priorities for admission to veterans’ home)</li> <li>• NDCC 23-09.3 (Basic Care Facilities)</li> <li>• NDCC 23-16 (Licensing Medical Hospitals)</li> <li>• NDCC 37-01-40 (Veterans &amp; wartime veteran defined)</li> <li>• NDCC 37-15-10 (Admittance to veterans’ home – Requirements governing)</li> <li>• NDCC 37-15-10.1 (Priorities for admission to veterans’ home), which refers to the following</li> <li>• NDCC Chapter 28-32 (Administrative Agencies Practice Act).</li> </ul>	<p>Motion made by Schroeder, seconded by Overby that the NDVH staff replies by e-mail to the Governing Board what the facility recommendations are for changes to the rules and regulations to admission. Roll call vote: Adolf aye, Beard nay, Kilen nay, Overby aye, Schroeder aye, and Braaten aye. Motion carried aye 4, nay-2, and absent-1.</p>
<p><b>09. Administrator’s Report</b> <b>Mark B. Johnson</b></p>	<p>Administrator Johnson discussed the following budget items that need to be added into the 2011-2013 budget:</p> <ul style="list-style-type: none"> <li>A. Administrator’s present dwelling               <ul style="list-style-type: none"> <li>1) Independent review</li> </ul> </li> <li>B. Old Building               <ul style="list-style-type: none"> <li>1) Uses</li> <li>2) Demolition</li> <li>3) Asbestos removal</li> </ul> </li> <li>C. Resident Workshop</li> <li>D. Landscaping</li> <li>E. Irrigation</li> <li>F. Keyless Entry</li> <li>G. Streets (Back street going north needs to be</li> </ul>	<p>Chairman Braaten will appoint a committee, consisting of Braaten, Ternes and Overby, to do a study on the Administrator’s dwelling.</p> <p>Administrator Johnson will contract the National Guard to assist in dirt moving this fall.</p>



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	<p>Discussion was held on training staff for the new building on the following:</p> <ol style="list-style-type: none"> <li>1) CNA classes</li> <li>2) Serve Safe Classes</li> <li>3) Household/neighborhood philosophy</li> <li>4) Education from Nebraska Nursing Homes</li> <li>5) Working on new PIQ for universal worker</li> <li>6) The Med-tech program will also be utilized in the new building.</li> </ol>	
<p><b>12. NDVH Foundation Chairman-Norris Braaten</b></p>	<p>Mike Dobmeier, Foundation Chairman reported to Chairman Braaten</p> <ul style="list-style-type: none"> <li>➤ The Foundation Board has a full committee.</li> <li>➤ Balance to date in the foundation fund is \$143,237.54.</li> <li>➤ Contributions were collected at the DAV convention to be donated to the ND Veterans Home.</li> </ul>	<p>The NDVH Foundation articles and structure will be e-mailed to the new governing board members.</p>
<p><b>13. Strategic planning Norris Braaten, Chairman</b></p>	<p>Discussion was held on reviewing and implementing the strategic plan.</p>	<p>Next strategic planning meeting will be held in conjunction with the Governing Board Tuesday &amp; Wednesday, September 7 &amp; 8, 2010 @ Bismarck Comfort Inn.</p>
<p><b>14. Board Members Meeting Attendance Norris Braaten, Chairman</b></p>	<p>Concern was voiced by Board Members regarding attendance by phone versus personal attendance for Board Meetings.</p>	
<p><b>15. Closing Comments</b></p>	<p>The Governing Board expressed their appreciation to Orletta Kilen for her six years of service to the Governing Board (July 01, 2004-June 30, 2010).</p>	
<p><b>16. ACOVA Meeting</b></p>	<p>Date: Location: Time:</p>	<p>To be announced</p>
<p><b>17. Next Meeting – Governing Board:</b></p>	<p>Date:</p>	<p>Tentative-Tues. &amp; Wed., Sept 7 &amp; 8, 2010</p>

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	Location: Time:	Bismarck Comfort Inn 9:00 AM
<b>18. Adjournment</b>	Request motion to adjourn meeting.	Motion by Schroeder, seconded by Kilen to adjourn meeting. All aye.
<b>Agenda approved by Chairman &amp; Administrator</b>		<i>/s/ Mark B. Johnson</i> Mark B. Johnson, Administrator