

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

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**DATE/TIME:** Tuesday, May 10, 2011 @ 10:30 AM. **LOCATION** North Dakota Veterans Home-Board Room: **MEETING:** X Regular **Special**

**MEETING CALLED TO ORDER:** by Chairman, Norris Braaten

**PRESENT:** Norris Braaten, Chairman John Adolf Daryl Beard Lee Finstad Dean Overby  
Darrol Schroeder DuWayne Ternes

**OTHERS PRESENT:**

Mark B. Johnson, Administrator  
Mike Mullen, Assistant Attorney General  
Marvin Schaap, resident

Kristin Lunneborg, CFO  
Laura Bearfield, Assistant Attorney General  
Alton Haugen, resident

Alfred Steiger, resident

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01. Tour of New Facility</b>	10:00 AM 1600 Veterans Drive	
<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 ➤ March 08, 2011</b>	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Overby, seconded by Adolph to approve the March 8, 2011 governing board minutes. All aye.
<b>07. Executive Session Norris Braaten, Chairman</b>	Entered into executive session, conducted under NDCC 44-04-19.2, for attorney consultation to discuss correspondence from Foss Architecture & Interiors regarding the new building.  During the executive session the board discussed the claim by Foss Architecture & Interiors.	Motion by Adolph, seconded by Schroeder to enter into executive session at 10:48 a.m. Roll call vote: all aye.  Motion by Beard, seconded by Adolph to exit executive session at 11:12 a.m. Roll call vote: all aye.  Motion by Finstad, seconded by Beard to have Mike Mullen prepare a letter to Foss

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<p><b>08. Administrator's Report</b> <b>Mark B. Johnson</b></p>	<p>Discussed the Melvin Norgaard memorial fund that was created by the Legislature in House Bill 1007.</p> <p>Several residents of the Veterans Home addressed the governing board on the new basic care rates that will take effect on July 1, 2011. Discussed allowing the residents to keep a set dollar amount each month that will not be included in their rent calculation.</p> <p>Question raised regarding the rent calculations for the existing non-veterans spouses. The new policy sets the rate at the maximum amount regardless of income or expenses.</p> <p>Discussed the current formula for rent calculation and the possibility of using asset information in the rent calculation.</p>	<p>Architecture &amp; Interior's legal counsel. Roll call vote: all aye.</p> <p>Motion by Finstad, seconded by Overby to have the Attorney General's office provide us with an opinion regarding section 3 of HB 1007. Roll call vote: all aye.</p> <p>Motion by Overby, seconded by Finstad to allow the veteran residents to keep the first \$100 of their income each month. Roll call vote: Adolph – aye, Finstad – aye, Overby – aye, Schroeder – aye, Ternes – aye, Braaten – aye, Beard – nay. Motion carried.</p> <p>Motion by Schroeder, seconded by Overby to calculate the rent for the existing non-veteran spouses the same as the veterans. Any future non-veteran spouses moving in will follow the new policy and will pay the max rate. Roll call vote: Adolph – aye, Finstad – aye, Overby – aye, Schroeder – aye, Braaten – aye, Beard – nay and Ternes – nay. Motion carried.</p> <p>Motion by Beard, seconded by Finstad, to have the chairman appoint three governing board members to a committee that will study the rent policy and the possibility of using assets in the rent calculations. Roll call vote: all aye.</p>
	<p>Discussion on HB 1007. The legislature funded almost everything in the governor's recommended budget but used some of the oil and gas lease money to fund several items rather than the general fund dollars the governor's budget allocated.</p>	

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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
	<p>Everything is progressing on the new building. We still have a few issues with paint and other miscellaneous items. Housekeeping has been very busy cleaning the facility to get ready for the move next week. There is still a large amount of outside work that needs to be worked out with Comstock and Foss Architecture.</p> <p>To accommodate the Governor and Senator Hoeven, the Grand Opening for the new veterans home has been set for Saturday, August 6<sup>th</sup>, 2011.</p> <p>We will be moving 21 skilled care residents and 21 basic care residents into the new facility on May 17<sup>th</sup>. The Department of Veterans Affairs will begin their survey of the new building on May 24<sup>th</sup>. Our hopes are that they will complete their survey and certify the building by May 26<sup>th</sup> so we can begin moving in the remaining residents.</p> <p>A no smoking on the NDVH grounds policy was implemented for employees effective May 1, 2011.</p>	<p>Motion by Finstad, seconded by Adolph to approve the Administrator's report. Roll call vote: all aye.</p>
<p><b>09. Move to New Facility</b> <b>Susie Schlecht, Marketing Coordinator</b></p>	<p>Update was given to the board regarding the move to the new facility and the assistance needed.</p>	
<p><b>10. Financial Report:</b> <b>Accounting Manager-Kristin Lunneborg</b></p>	<p>There is approximately \$4 million left in the construction budget, including around \$180,000 in the contingency budget. There are still a number of FF&amp;E items to purchase as well as some exterior projects that still need to be completed.</p> <p>We received several documents from the Industrial Commission that need to be signed and returned so we can receive the bond funds. The Veterans Home needs to designate two individuals to act on behalf</p>	<p>Motion by Adolph, seconded by Schroeder to name Mark Johnson and Kristin Lunneborg as the agency representatives for the Veterans Home improvement bonds. Roll call vote: all</p>

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	of the Veterans Home regarding the bonds.	aye.
<b>11. Russell Handegard, Owners Representative</b>	Will work with Mike Mullen to draft a letter to be sent with the certificate of substantial completion stating that the substantial completion is contingent upon the certification of the building by the Department of Veterans Affairs.	Motion by Schroeder, seconded by Finstad to sign the certificate of substantial completion for the new building. Roll call vote: all aye.
<b>12. Executive Session Norris Braaten, Chairman</b>	Entered into executive session, conducted under NDCC 44-04-19.2.	<p>Motion by Schroeder, seconded by Finstad to enter into executive session at 1:55 p.m. Roll call vote: all aye.</p> <p>Motion by Beard, seconded by Schroeder to exit executive session at 2:20 p.m. Roll call vote: all aye.</p> <p>Motion by Finstad, seconded by Overby to approve the performance evaluation for Mark Johnson and to approve a 15% increase in salary effective May 1, 2011. Roll call vote: all aye.</p>
<b>13. ACOVA Meeting</b>	Location: Date: Time:	North Dakota Veterans Home August 5 <sup>th</sup> and 6 <sup>th</sup> , 2011
<b>14. Next Meeting – Governing Board:</b>	Date: Location: Time:	Tuesday, July 19 <sup>th</sup> , 2011 Lisbon-NDVH Board Room 10:30 AM
<b>15. Adjournment</b>		Motion by Schroeder, seconded by Ternes to adjourn meeting. All aye.
<b>Approved by Governing Board &amp; Administrator</b>		<i>/s/ Mark B. Johnson, Administrator</i>