

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

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**DATE/TIME:** Tuesday, April 08, 2014 @ 10:30 AM. **LOCATION** ND Veterans Home- Norris Braaten Conference Room: **MEETING:** X Regular

**MEETING CALLED TO ORDER:** *by Chairman, Gary Skarphol*

**Membership:** Gary Skarphol, Chairman John Adolf Connie Ebach Steven Frojen Keith Hovland Dean Overby

**Members Absent:** Judy Lee

**Others Present by Invitation:**

Mark B. Johnson, Administrator  
Wanda Cavett, Director of Nursing

Kristin Lunneborg, CFO Bob Nelson, Maintenance Supervisor  
Jann Neameyer, Director of Social Services and Activities

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01.</b> Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.	Chairman called for the Pledge of Allegiance, followed by a moment of silence for the POW/MIA's.	
<b>02.</b> Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
<b>03.</b> Welcome: Chairman-Gary Skarphol	Chairman welcomed members and guests.	
<b>04.</b> Approval/Conflict of Interest of Agenda Items Chairman-Gary Skarphol	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>05.</b> Approval of Minutes: Chairman-Gary Skarphol Governing Board Minutes ➤ October 16, 2013 ➤ November 25, 2013 ➤ December 20, 2013	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Minutes from October 16, 2013, will be corrected to read that any individuals interested in serving on the Veterans Home governing board can contact a member of the Administrative Committee not the Governor's office.  Motion by Overby, seconded by Adolf to approve all the minutes with the correction. All Aye.
<b>06.</b> Administrator's Report Mark B. Johnson	There has been no forward progress with the Comstock construction legal issues.  Serkland Law Firm is still working on legal issues with the Melvin Norgard mineral rights. A deed of distribution for 18.0558 acres was recorded to the Estate of Melvin Norgard.  We recently completed our Medicare/Medicaid state health survey and were found to be deficiency free.  Our federal CMS safety survey addressed the following four	Trial is set for March 2015 if no resolution reached.  We are awaiting a PR mineral right deed from Melvin's estate to the NDVH.

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	<p>items:</p> <ul style="list-style-type: none"> <li>➤ Failure to have a smoking policy with the required provisions increases the risk of death or injury due to fire. This deficiency affected four of four required components.</li> <li>➤ Fire and smoke dampers need to be inspected every four years; no documentation found from the testing that was done prior to moving into the new facility.</li> <li>➤ Timing of fire drills need to be staggered around the clock.</li> <li>➤ Low voltage discharge test need to be conducted semi-annually.</li> </ul> <ul style="list-style-type: none"> <li>• The last four years surveys have taken issue with the safety and assessment of our skilled residents. The governing board members went on record in 2010 to have a smoke free campus for skilled residents; with the exception of those residents already admitted to be grandfathered in.</li> <li>• Discussed recent incident with a homeless veteran.</li> </ul>	<p>Motion by Frojen, seconded by Overby, to ban all smoking on the skilled unit including those that were grandfathered in. Roll call vote: Yes vote by Chairman Skarphol, John Adolf, Connie Ebach, Steven Frojen, and Dean Overby. No vote by Keith Hovland. Motion carried to be effective July 1<sup>st</sup>.</p> <p>A draft basic care smoking policy will be e-mailed to the Governing Board for approval.</p> <p>A VA inspection will be conducted in May.</p>
<p><b>07.</b> Financial Report Kristin Lunneborg, CFO</p>	<p>As of February 2014, with 67% of the biennium remaining, we have 62% of our revenues yet to collect. Expenditures are positive with 75% of our operating budget remaining and 67% of our salary budget remaining.</p> <p>Current census is 79 for basic care and 52 for skilled. We have 13 70% of more service connected veterans on skilled, 11 non-veterans on skilled and 8 non-veterans on basic.</p> <p>There are no outstanding accounts receivable items to address</p>	<p>Motion by Hovland, seconded by Adolph to approve the financial reports. All Aye.</p>

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	at this time.  Discussed 2015-2017 budget.	A preliminary budget will be presented at the next governing board meeting.
<b>08.</b> Closing Comments	Veterans Home signs for Highway 13, 46 and I-94.	
<b>09.</b> ACOVA Meeting	Location: Date: Time:	Bismarck Comfort Inn Thursday, June 19 <sup>th</sup> @ 1:00 pm & Friday, June 20 <sup>th</sup> @ 8:00 am
<b>10.</b> Next Meeting – Governing Board:	Tentative Board Meetings for 2014-2015 Every three months-2 <sup>nd</sup> Tuesday <ul style="list-style-type: none"> <li>➤ Tuesday, October 14, 2014</li> <li>➤ Tuesday, January 13, 2015</li> <li>➤ Tuesday, April 14, 2015</li> <li>➤ Tuesday, July 14, 2015</li> <li>➤ Tuesday, October 13, 2015</li> </ul>	Tentative Tuesday, July 08, 2014 Lisbon-Gov Board Room or Bismarck 10:30 am.
<b>11.</b> Adjournment		Motion by Overby, seconded by Hovland to adjourn meeting. All Aye.
Approved by Governing Board & Administrator		<i>/s/ Mark B. Johnson, Administrator</i>