

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

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DATE/TIME: Tuesday, July 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 Present: Gary Skarphol, Chairman John Adolf Connie Ebach Steven Frojen Keith Hovland Dean Overby
Membership Absent: Judy Lee

Others present: Mark Johnson, Administrator Kristin Lunneborg, CFO Terri Barta, Ransom County Gazette

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
01. 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.	
02. Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
03. Welcome: Chairman-Gary Skarphol	Chairman welcomed members and guests.	
04. 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.
05. Approval of Minutes: Chairman-Gary Skarphol Governing Board Minutes ➤ April 08, 2014	Minutes e-mailed to board members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Adolph, seconded by Frojen to approve minutes from April 8, 2014. All Aye.
06. Chairman's Report Chairman-Gary Skarphol	<p>Overview of Administrator's evaluation given.</p> <p>Discussed need for Veterans Home signs to be placed along highways 13, 32 and 46 and along I-94. Signs to focus on would be on I-94 at the Oriska exit and at the intersection of Highway 13 and 32. Will work on funding for signs.</p> <p>Discussed the Veterans Home's mission & vision statements.</p> <p>Governing Board Members expiring terms</p> <ul style="list-style-type: none"> ➤ John Adolph 06/01/10-2014 ➤ Connie Ebach 08/01/12-2014 <p>Question raised regarding changing the board member terms to begin in August so the appointments can be made after</p>	<p>Motion by Overby, seconded by Hovland to accept the evaluation. All Aye.</p> <p>Motion by Overby, seconded by Adolf to approve a 4% pay raise effective May 1, 2014. Roll call vote: All Aye.</p> <p>No names brought forward by ACOVA at this time.</p>

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	the ACOVA members have been selected.	
<p>07. Administrator's Report Mark B. Johnson</p>	<p>Discussed three big items that need to be addressed for the 2015-2017 biennium budget; including an Administrator's house, a bridge over the river connecting the Veterans Home grounds with 7th Street, and the workshop addition.</p> <p>The estimated cost for the bridge is \$800,000. There may be grant funding available from the Heritage Foundation and DOT that could help cover cost.</p> <p>There is \$788,200 in appropriation authority for a workshop addition to be funded with mineral royalty money in the Norgard fund. We have not received the royalties that were anticipated and will not be able to complete the project this biennium.</p> <p>No news regarding the Comstock lawsuit.</p> <p>Skilled nursing home became smoke free on July 7, 2014. Residents in basic care can still smoke in designated areas.</p> <p>The Veterans Home was found deficiency free on both the VA and State Health Department surveys.</p> <p>There will be a bid opening for the demolition of the old building on July 9, 2014 at 2:00 pm.</p> <p>We are currently developing a Frisbee golf course on the grounds and are working on installing horseshoe pits.</p> <p>Mark requested \$3,000 from each veterans organization to help pay for a wrap on our bus. Each organization that donates will be featured in the wrap. Approximate cost of the wrap is \$15,000.</p>	<p>Motion by Overby, seconded by Adolph to plan for a 4,000 sq. foot, handicapped accessible house with a three stall garage. Will check to see if we can get the prior estimate updated by the architect. All Aye.</p> <p>Motion by Ebach seconded by Hovland to update the costs for the workshop and include the additional funding in the budget request for 2015-2017. We will also need to ask permission to carryover the funding from the 2013-2015 biennium but request to change the funding source to revenue bonds to be paid back with Norgard funds. All Aye.</p>

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	<p>Lonnie Wangen received a \$265,000 grant to pay for the renovation and repairs needed to the Veterans monument and grounds located in Oakwood cemetery.</p> <p>There will be a foundation meeting here on Friday, July 11, 2014.</p> <p>We will review language in the Century Code and Administrative Code and make recommendations for needed changes. A list of items that the coordinating council can work on will be sent to them. All suggested changes for the Veterans Home will be mailed out to the board members for review before the next meeting.</p>	
<p>08. Financial Report Kristin Lunneborg, CFO</p>	<p>The electronic health records system went live on February 1, 2014 for nursing and March 1, 2014 for the business office. To date we are still working with HealthMEDX on several items that still are not functioning properly.</p> <p>Reviewed May 2014 financials with the board. With 54% of the budget remaining we are 6% ahead of our projected revenues. We are on budget with our salaries and capital expenses and are under projected operating expenses by 10%.</p> <p>Current census count is 85 on basic and 49 on skilled.</p> <p>Discussed outstanding accounts receivable and need to write off a few uncollectible accounts.</p> <p>Discussed preliminary budget for 2015-2017. Will add in costs for a new administrator's house and demolition of the old administrator's house, a bridge over the river, any increased costs for the workshop and costs to complete the irrigation system. Budget will be e-mailed to board members when complete. Will have to schedule a conference call to</p>	<p>Motion by Overby, seconded by Ebach to write off the highlighted items in the amount of \$17,501.10 on the skilled accounts receivable list and the highlighted item in the amount of \$287.29 on the basic care accounts receivable. All Aye</p>

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	approve.	
09. ACOVA Meeting	Location: Fargo VA Medical Center	Meeting date to be determined by the Fargo VA.
10. Next Meeting – Governing Board:	Tentative Board Meetings for 2014-2015 Every three months-2 nd Tuesday <ul style="list-style-type: none"> ➤ Tuesday, January 13, 2015 ➤ Tuesday, April 14, 2015 ➤ Tuesday, July 14, 2015 ➤ Tuesday, October 13, 2015 	Tuesday, October 14, 2014 Lisbon-Norris Braaten Conference Room 10:30 am
11. Adjournment		Motion by Hovland, seconded by Adolph to adjourn meeting.
Approved by Governing Board & Administrator		/s/ <i>Mark B. Johnson, Administrator</i>

Legal Notices Posted By Margie Ourenhagen,