

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

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DATE/TIME: Wednesday, October 15, 2014 @ 10:30 AM. LOCATION ND Veterans Home- Norris Braaten Conference Room: MEETING: X Regular

MEETING CALLED TO ORDER: by Chairman, Gary Skarphol

PRESENT: Gary Skarphol, Chairman Steven Frojen Keith Hovland Judy Lee Dean Overby
ABSENT: Connie Ebach Al Dohrmann

OTHERS PRESENT:

Kristin Lunneborg, CFO Laura Balliet, Assistant Attorney General Wayne McKirdy, Basic Resident Council President
Roger Roles, Resident Jan Hanson, 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. Board Member Appointments Chairman-Gary Skarphol	Connie Ebach was reappointed to the governing board and Al Dohrmann, Brigadier General with the National Guard, from Bismarck, ND was appointed to the other open position on the board	Both individuals will serve three year terms from 10/01/14 to 09/30/17.
03. Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
04. Welcome: Chairman-Gary Skarphol	Chairman welcomed Members and Guests.	
05. 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.
06. Approval of Minutes: Chairman-Gary Skarphol Governing Board Minutes ➤ July 08, 2014 ➤ August 22, 2014	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Hovland, seconded by Overby to approve the board minutes. All Aye.
07. Executive Session Chairman-Gary Skarphol	The Governing Board will go into executive session for attorney consultation as authorized under NDCC 44-04-19.2 to discuss its attorney's advice regarding pending litigation and strategy for that litigation regarding interest in mineral rights.	Motion by Overby, seconded by Lee to enter into executive session at 10:45 am. All Aye. Motion by Hovland, seconded by Frogen to exit executive session at 11:02 am. All Aye. Motion by Overby, seconded by Lee to reject offer that has been made and continue with litigation. Roll call vote: All Aye.
08. Administrative Rules	Veterans Home will work on suggested changes to the	

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Mark B. Johnson, Administrator & Laura Balliet, Assistant Attorney General	Administrative Rules. The draft will be sent to Laura at the Attorney General's office so she can made required formatting changes and recommendations.	
09. Wayne McKirdy, Resident Council President	Wayne suggested that the Veterans Home consider having a Veterans Home resident as an ex-officio member of the governing board. The governing board does not have the authority to appoint members to the board, only the Administrative Committee on Veterans Affairs can appoint members.	Motion by Lee, seconded by Frogen to suggest to the Administrative Committee that they add an ex-officio member to the board; that individual being the president of the resident council. All Aye.
10. Chairman's Report Chairman-Gary Skarphol	Discussed Veterans Home signs for Highways 13, 46 and I-94. Dean and Gary will contact each district to see what can be done.	
11. Administrator's Report Mark B. Johnson	There is no update to the lawsuit with Comstock Construction. Case still slated to go to trial in March 2015. The old building demolition bid was awarded to RTS Shearing, LLC of Jamestown for \$718,000. Once RTS Shearing is able to do some work on the ceilings in the old building the Veterans Home will need to hire an asbestos abatement contractor to evaluate the asbestos in the building and determine proper disposal methods. The costs for asbestos removal will be in addition to the \$718,000. Work is slated to begin in December 2014. All equipment for the Frisbee Park has arrived; maintenance will install the equipment at a future date. We have received enough donations to cover the cost of the horseshoe pits for basic and skilled. A contractor is in place to complete the projects. To date we have raised \$2,600 for the approximate \$15,000 cost to put a wrap on the new bus. Discussed other options that may be less expensive than the planned wrap.	

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	Discussed HIPPA and open meeting laws training for newly appointed board members. Will coordinate this with the new board members for the Veterans Home and the Administrative Committee on Veterans Affairs.	
12. Financial Report Kristin Lunneborg, CFO	<p>Reviewed September 2014 financials with the board. With 38% of the budget remaining we are 2% ahead of our projected revenues. Our projected mineral royalties are nowhere near projections but our rent revenues have exceeded projections. We are on budget with our salaries and capital expenses and are under projected operating expenses by 12%. The operating expenses are under projections as the budget was created anticipating we would be at full capacity.</p> <p>Current census count is 83 on basic and 52 on skilled. We have had a large number of basic care admissions in the last month but we have had to discharge a number of residents that needed higher levels of care.</p> <p>We currently have no issues with basic care accounts receivable as all accounts are up to date. The outstanding accounts receivable for skilled are primarily Medicare and Medicaid bills that either have been submitted or will be submitted for payment.</p>	
13. Foundation Meeting	Location: Date: Time:	West Fargo VFW Friday, November 14, 2014 10:00 am
14. ACOVA Meeting	Location: Date: Time:	Bismarck Comfort Inn Thursday, December 04, 2014 @ 2:00 pm & Friday, Dec 05, 2014 (Time to be set Thursday)
15. Next Meeting – Governing Board:	Tentative Board Meetings for 2014-2015 Every three months-2 nd Tuesday <ul style="list-style-type: none"> ➤ Tuesday, April 14, 2015 ➤ Tuesday, July 14, 2015 ➤ Tuesday, October 13, 2015 	Tentative Tuesday, January 13, 2015 Lisbon-Norris Braaten Conference Room

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	➤ Tuesday, January 12, 2016	
16. Motion for adjournment Chairman-Gary Skarphol		Motion by Hovland, seconded by Lee to adjourn meeting. All Aye.
Approved by Chairman & Administrator		<i>/s/ Mark B. Johnson, Administrator</i>

Legal Notices Posted By Margie Ourenhagen,