

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

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**DATE/TIME: Thursday, January 22, 2015 @ 2:00 PM. LOCATION: Bismarck State Capitol-Senate Conference Room: MEETING: X Regular**

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

**Present: Gary Skarphol, Chairman Connie Ebach Steven Frojen Keith Hovland Judy Lee Dean Overby**

**Absent: Al Dohrmann**

**Others Present: Mark B. Johnson, NDVH Administrator Kristin Lunneborg, Chief Financial Officer Laura Balliet, Assistant Attorney General**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01.</b> Moment of silence for POW/MIA's requested by Chairman.	Chairman called for 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 15, 2014	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Frojen, seconded by Lee to approve the October 15, 2014 minutes. All Aye.
<b>06.</b> Executive Session Chairman-Gary Skarphol	The Governing Board entered into executive session for attorney consultation as authorized under NDCC 44-04-19.2 to discuss our attorney's advice regarding pending litigation and strategy for that litigation regarding interest in mineral rights.	Motion by Overby, seconded by Hovland to enter into executive session at 2:10 p.m. All Aye.  Motion by Overby, seconded by Frojen to exit executive session at 2:30 p.m. All Aye.  Motion by Overby, seconded by Lee, to reject the proposed settlement regarding the Melvin Norgard mineral rights outlined in the December 30, 2014 letter from Stuart Larson and continue with litigation. All Aye.
<b>07.</b> Chairman's Report Chairman-Gary Skarphol	<ul style="list-style-type: none"> <li>• Update on Veterans Home signs for Highways 13, 46 and I-94.</li> </ul>	No update on this issue.
<b>08.</b> North Dakota Century Code Mark B Johnson & Laura Balliet	Discussion regarding some of the wording in N.D.C.C. 37-15-14.1 relating to fees for residents of the veterans' home. Question raised as to whether we should remove the language that puts a specific percentage on the amount of rent that can be charged as this information can be spelled out in the rent	

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	<p>policy. This section of the Century Code does not specify whether it applies to basic care rent or skilled rent. Since rent for a skilled nursing facility is set by the State, the Century Code should be updated to specify it applies only to basic care.</p>	<p>Motion by Lee, seconded by Overby to attempt to change the Statue to clarify that this section only applies to basic care. All Aye.</p>
<p><b>09.</b> Administrator's Report Mark B. Johnson</p>	<p>Comstock lawsuit has been pushed from March 2014 to March 2015.</p> <p>RTS Shearing has been working on the demolition of the old building and has discovered there is more asbestos than originally anticipated. We do not have enough funds in our current appropriation for the building demolition and asbestos removal so we requested that the House Human Resources Appropriations committee consider adding a section to HB 1007 allowing us to transfer funds in the current biennium from our operating line to our capital line.</p>	
<p><b>10.</b> Financial Report Kristin Lunneborg, CFO</p>	<p>Update given on current financials. We will have unused appropriation authority this biennium since the budget was based on the building being at full capacity.</p> <p>With 22% of the biennium remaining we have not spent any of the \$788,200 appropriated for the resident workshop. Legislation states we cannot begin construction until the funds in the Melvin Norgard fund are sufficient to cover the total cost of construction. Since the mineral royalty money has been significantly less than anticipated we have been unable to start construction. When we testified before the House Human Resources Appropriations committee we requested a section be added to HB 1007 changing a portion of the funding source for the workshop to special funds so we can begin construction in the near future.</p> <p>Current census is 52 on skilled and 85 on basic care. Since our move to the new facility in May 2011, we have had over 180 admits.</p>	

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	<p>Accounts receivable update given to the board members. Requested permission to write off three of the skilled nursing home accounts.</p> <p>Discussed current tuition reimbursement policy which requires staff to work at least 2,800 hours during the preceding 24 months and be employed a minimum of 30 months prior to being eligible for tuition reimbursement. In exchange for tuition reimbursement, staff must work at the Veterans Home for a certain amount of time or they have to pay back the money. Discussion on changing the policy to remove the prior work commitment and to specify that this policy applies to FTE employees only.</p> <p>Addressed OMB's policy regarding reimbursement for hotel stays for state employees. We are sometimes unable to get rooms at the state rates, especially on weekends.</p>	<p>Motion by Hovland, seconded by Ebach to write off item #2 in the amount of \$11,705.06, item #6 for \$3,933.58 and item #10 for \$6,068.70. All Aye.</p> <p>Policy will be re-written and presented to the governing board at the next board meeting.</p> <p>Motion by Overby, seconded by Lee to approve the tuition reimbursement requests for Paige Carlson, Justine Nieves, Lisa Schwab, Brenda Lamb and Amber Schmidt. All Aye.</p> <p>Motion by Lee, seconded by Hovland to reimburse the actual cost of the hotel. All Aye.</p>
<b>11.</b> Next Governing Board Meeting:	<p>Tentative Board Meetings for 2015-2016 Every three months-2<sup>nd</sup> Tuesday</p> <ul style="list-style-type: none"> <li>➤ Tuesday, July 14, 2015</li> <li>➤ Tuesday, October 13, 2015</li> <li>➤ Tuesday, January 12, 2016</li> <li>➤ Tuesday, April 12, 2016</li> </ul>	<p>Tentative Tuesday, April 14, 2015 Bismarck State Capitol, Senate Conference Room</p>
<b>12.</b> Motion for adjournment Chairman-Gary Skarphol		<p>Motion by Frojen seconded by Hovland to adjourn meeting. All Aye.</p>
Approved by Governing Board & Administrator		<p>/s/ Mark B. Johnson, Administrator</p>