

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

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DATE/TIME: Tuesday, July 21, 2015 @ 10:30 AM. LOCATION: Lisbon-Norris Braaten Conference Room #A116: MEETING: X Regular

MEETING CALLED TO ORDER: by Chairman, Gary Skarphol

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

**Others Present: Mark B. Johnson, NDVH Administrator Kristin Lunneborg, CFO Elizabeth Martin, Human Resources
Alycia Berglund, NDVH Clinical Care Partner Nils Eberhardt, Assistant Attorney General**

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. Family Member Presentations	Presentations were given to the board by members of the Wyman Galbreath family, Van Satlak family and Robert Bartholomay family.	Governing board will take all information under advisement and a reply will be given to the family members.
06. Approval of Minutes Chairman-Gary Skarphol Governing Board Minutes ➤ January 22, 2015 ➤ March 23, 2015 ➤ May 19, 2015	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Overby, seconded by Hovland to approve the minutes. All Aye.
07. Employee Issues Chairman-Gary Skarphol	The Governing Board entered into executive session for attorney consultation as authorized under NDCC 44-04-19.2. The topic or purpose of this executive session is to discuss closed or confidential records.	Motion by Overby, seconded by Frojen to enter into executive session at 11:02 am. All Aye. Motion by Lee, seconded by Ebach to exit executive session at 11:48. All Aye. Motion by Overby, seconded by Hovland to accept the termination package presented. Roll call vote: Dohrman – aye; Ebach – aye; Frojen – aye; Hovland – aye; Lee – aye; Overby – aye and Skarphol – aye. Motion carried.
08. Chairman's Report Chairman-Gary Skarphol & Judy Lee	Mark Johnson's annual performance evaluation was previously completed by members of the governing board and is on file with the Human Resources department.	Motion by Lee, seconded by Hovland to approve Mark's performance evaluation and give him the OMB recommended increase in salary. Roll call

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	<p>It was brought to the board's attention that there are no funds available to purchase signs giving directions to the Veterans Home for Highways 13, 46 & I-94. If we want to put up more signs we would need to fund them ourselves.</p> <p>The legislature approved funding for a new roof on the Administrator's residence. Estimates are currently being sought.</p>	<p>vote: Dohrman – aye; Ebach – aye; Frojen – aye; Hovland – aye; Lee – aye; Overby – aye and Skarphol – aye. Motion carried.</p>
<p>09. Administrator's Report Mark B. Johnson</p>	<p>Comstock lawsuit is scheduled for court in March 2016. Lawyer will start working on depositions this fall.</p> <p>Progress continues on the demolition of the old building. Hope to complete late July 2015.</p> <p>The Department of Veterans Affairs recently surveyed the facility and noted one deficiency relating to proper infection control practices. The facility had all the precautions in place but a few individuals did not follow them. Training has been provided to all staff regarding proper infection control.</p> <p>A Federal Medicare & Medicaid survey was recently completed. The facility received several minor deficiencies that have been corrected.</p> <p>Letters stating the Governing Board's decisions from the May 19, 2015 meeting have been mailed to Van Satlak, Doris Galbreath and family and Marlene Schultz.</p>	
<p>10. Financial Report Kristin Lunneborg, CFO</p>	<p>As requested at the January 22, 2015 governing board meeting, the tuition reimbursement policy has been re-written. Policy was revised to allow for a total reimbursement of \$15,000, to pay 80% of tuition and fees for all classes in</p>	<p>Motion by Ebach, seconded by Dohrman to approve the tuition reimbursement policy as revised. Roll call vote: Dohrman – aye; Ebach – aye; Frojen – aye; Hovland – aye; Lee – aye; Overby – aye and</p>

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	<p>which the employee receives a C or better and to change the employee's work commitment to one hour for each \$2.25 in tuition reimbursement received.</p> <p>Update given on financials for the 2013-2015 biennium. The Veterans Home will have unused appropriation authority this biennium since the budget was based on the building being at full capacity. Construction appropriation authority will be carried over into the 2015-2017 biennium.</p> <p>Current census is 81 basic care residents and 52 skilled care residents. We have a total of 15 females in the facility and care for 17 veterans that are 70% or more service connected.</p> <p>Discussed outstanding accounts receivable and accounts that we will be unable to collect on.</p>	<p>Skarphol – aye. Motion carried.</p> <p>Motion made by Hovland, seconded by Overby to write off account #7 and #10 on the skilled accounts receivable and account #1 and #2 on the basic care accounts receivable. Roll call vote: Dohrman – aye, Ebach – aye; Frojen – aye; Hovland – aye; Lee – aye; Overby – aye and Skarphol – aye. Motion carried.</p>
11. Closing comments	<p>Board members need to review the information that was presented to the board earlier in the meeting. Responses will be drafted and sent to the individuals present this morning.</p> <p>Discussed requests from individuals to be placed on the agenda for the board meetings.</p>	<p>Motion by Lee, seconded by Overby that requests to be put on the agenda for the next board meeting need to be made 21 days in advance. All Aye.</p>
12. ACOVA Meeting	<p>Location: Camp Grafton Date: July 30 and 31, 2015</p>	
13. Next Governing Board Meeting:	<p>Tentative Board Meetings for 2015-2016 Every three months-2nd Tuesday</p> <ul style="list-style-type: none"> ➤ Tuesday, January 12, 2016 ➤ Tuesday, April 12, 2016 ➤ Tuesday, July 12, 2016 	<p>Meeting set for October 6, 2015 Comfort Inn, Bismarck, ND 10:00 am</p>

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	➤ Tuesday, October 11, 2016	
14. Motion for adjournment Chairman-Gary Skarphol		Motion by Overby, seconded by Hovland to adjourn meeting. All Aye.
Approved by Chairman & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted By Margie Ourenhagen,