

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

DATE/TIME: Thursday, January 12, 2023 @ 1:00 pm.

LOCATION: Bismarck, ND Comfort Inn - Meeting Room A

MEETING: Regular

MEETING CALLED TO ORDER: by Chairman, Gary Skarphol

Membership PRESENT: Gary Skarphol - Chairman, Curt Twete - Vice Chairman, Dean Overby, Steven Frojen, Vernon Laning

Membership PRESENT by Teams: Mary Vetter, Cathy Keogh

OTHERS PRESENT: Mark B. Johnson - NDVH Administrator, Kristin Lunneborg- CFO,

OTHERS PRESENT by Teams: Belinda Noonan-Executive Secretary, Sarah Hegseth – HR, Dean DePountis - Assistant Attorney General,

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
01. Pledge of Allegiance/Moment of silence for POW/MIA's requested by Chairman.	Chairman will call for the Pledge of Allegiance, followed by a moment of silence for the POW/MIA's.	Action Required
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.
05. Approval of Governing Board Minutes Chairman-Gary Skarphol	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes from September 30, 2022.	Motion by Frojen, seconded by Twete to approve the minutes from September 30, 2022. All Aye.
06. Chairman's Report Gary Skarphol, Chairman	Gary and Mark met with the attorney in which he reviewed the information, and the attorney said that the state (NDVH) cannot pay for Mark's attorney's fees. Discussion was held on the meeting minutes getting done in detail and sent out early to the board members. Mark's Evaluation Process: Discussion was held on Mark's evaluation process. The evaluation process has always been done by one person but looking at changes to the evaluation process. Sarah gave the board members information on the process that should be used. Such as, gathering information from other source, like staff and compile the information together to complete the evaluation process. Gary Skarphol will be getting together with Sarah, HR to find	

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AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

	<p>out the process that she recommends being done. Next meeting Sarah will go over any questions that the board members might have on the information that she handed out.</p> <p>Some of the board members attend the legislation session that Kristin and Mark testified today (1-12-2023). The session went well.</p> <p>Discussion held on the organizational chart. Have the board members look at how the process works, who's in charge, who people go through and the process.</p>	
<p>07. Administrator's Report Mark B. Johnson, Administrator</p>	<p>Eide Bailly Report sent out the report at the end of the year. Mark is going to talk to Brad from Eide Bailly about the report and have him talk with legislation. There are some items that Brad will have to fix on the report.</p> <p>No updates of Covid-19. Email from NASVA, they are looking at extending the national emergency for 90 days.</p> <p>ND Century Code 37-15-02 Mark worked with Lonnie from the Veterans Affairs on Bill 3702 – Definition of a Veteran</p> <p>Legislation session – New committee that Kristin and Mark testified in front of. Thanked the board members that came to the session to support the NDVH.</p>	
<p>08. Financial Report Kristin Lunneborg, CFO</p>	<p>With 29% of the biennium remaining, we have 35% of our salaries and wages and 38% of operating expense appropriation authority remaining. We have 38% of our capital asset appropriation remaining. Construction carryover \$33,900 for security system upgrades, maintenance supervisor is working with DRN. American Rescue Plan Act is for Ionization units to be installed in the building. CARES Act funding is from covid money, FEMA, and department of health and human services.</p>	<p>Motion by Laning, seconded by Frojen to accept the financial report. All Aye.</p>

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	<p>Submitted our third application for FEMA.</p> <p>Revenues are sitting ok. Looking at expenditures are favorable due all the overtime hours and contract staff is going to covid fund. Operating expense is favorable due to our low census and what we budgeted for. Overall, the budget is sitting good.</p> <p>Current census is 47 on skilled and 61 on basic care. The admissions team will be voting on about 9 applications. Takes about 30days to go over the application process.</p>	
09. Next Governing Board Meeting:	Tentative Board Meetings for 2023 Quarterly 2nd Tuesday July 11, 2023 October 10, 2023	Tentative: April 18, 2023
10. Motion for adjournment Chairman-Gary Skarphol		Motion by Twete, seconded by Frojen to adjourn meeting. All Aye
11. Approved by the Governing Board & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted by Belinda Noonan