

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

**DATE/TIME: Tuesday, April 18, 2023 @ 10:30 am.**

**LOCATION: Lisbon Veterans Home - Gazebo**

**MEETING: Regular**

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

**Membership: Gary Skarphol - Chairman, Curt Twete - Vice Chairman, Cathy Keogh, Dean Overby, Mary Vetter, Steven Frojen, Vernon Laning**

**OTHERS PRESENT BY INVITATION:**

**Mark B. Johnson - NDVH Administrator, Kristin Lunneborg- CFO**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01.</b> 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.	
<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.
<b>05.</b> Approval of Governing Board Minutes Chairman-Gary Skarphol 1) January 12, 2023	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes. One change noted.	Motion by Frojen, seconded by Laning to approve the minutes from January 12, 2023. All Aye.
<b>06.</b> Chairman's Report Gary Skarphol, Chairman	Dave Potts, basic care resident council chairman, addressed the board on the policies for smoking and parking of resident vehicles. Discussed smoking on the grounds and the letter the Administrator sent out to the smokers. The NDVH smoking policy states residents must smoke in one of the two designated areas on the grounds; residents cannot smoke in the household patio areas. Discussed policy and plans to upgrade or build new smoking areas.  Dave asked if it would be possible for residents to have an additional vehicle on the grounds, as some like to work on cars. Current policy only allows residents to keep one vehicle on the grounds. After discussion, the board decided to leave the policy as is, only allowing one vehicle.	

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	<p>The governing board showed appreciation to Kristin Lunneborg for a job well done during the legislative session. Talked about discussions held by the Senate appropriations committee.</p> <p>Talked about transparency and micro-managing. Discussion held on the organizational chart and the chain of command; this was also a topic of discussion during legislative session.</p> <p>Gary Skarphol met with Sarah Hegseth, HR Director, regarding Mark Johnson's evaluation. This year's evaluation will be done using the same form as before; Gary will work with Sarah to get it completed. Moving forward there will be a new evaluation form.</p> <p>Kristin Lunneborg explained the VA per diem, benefits and reimbursement. Also discussed the various forms required by the Department of Veterans Affairs (VA) and what help could be provided to increase benefits and income. Mary Vetter offered to help work with the veterans to see if more of them qualify for aid &amp; attendance or housebound status.</p> <p>Discussed how Hospice works for veterans in the Veterans home. Veterans can be on Hospice and still live in the home; services are billed to Medicare or Medicaid. We have had a couple of rare instances where the veteran on Hospice had their room and board paid for by the VA but only if they resided in a VA contracted facility and not the ND Veterans Home. This situation needs to be followed up on.</p>	

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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
<p><b>07.</b> Administrator’s Report Mark B. Johnson, Administrator</p>	<p>Brad DeJong with Eide Bailly testified in front of the Senate Appropriations committee on our strategic plan. We need to have another meeting with Eide Bailly to finalize items in the plan.</p> <p>Currently no COVID residents or staff.</p> <p>N.D.C.C. 37-15-10 outlines the criteria of admission to the Veterans Home. Question raised as to how long someone must live in North Dakota to be considered a “bona fide resident”.</p> <p>To allow the governing board time to plan, Mark announced that he will be retiring in May 2024.</p>	<p>Motion by Laning, seconded by Overby to allow 24 hours.</p>
<p><b>08.</b> Financial Report Kristin Lunneborg, CFO</p>	<p>With 12% of the biennium remaining, we still have 19% of our salaries and wages appropriation remaining, 21% of our operating and 34% of our capital assets. Discussed expenditures and variances. We still have some equipment purchases being made and a couple of COVID projects that will be completed before biennium end on June 30; we will spend most of the appropriation authority we have. There are no areas of concern.</p> <p>Current census is 47 for skilled nursing and 63 for basic care. We have had an increase in the number of non-veteran residents we have. We are currently processing several applications and expect our census numbers to increase.</p> <p>This year’s legislative session was interesting. The legislature appropriated all the funding we requested for the 2023-2025 biennium along with some additional for the thermostat replacement project; the only change was in the funding source for a few of the items. The Senate had a lot of discussion on the Veterans Home and added some language to our bill regarding a study on the governance of the Veterans Home as well as language</p>	<p>Motion by Overby, Seconded by Keogh to approve the financial report. All Aye.</p>

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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
<b>09.</b> Next Governing Board Meeting:	that requires us to report to legislative management before the next session regarding the status of implementing recommendations of the strategic plan developed by Eide Bailly.  Board meetings will be moved from Tuesdays to Thursdays. Tentative Board Meetings for 2023 <b>Quarterly 2<sup>nd</sup> Thursday</b> July 13, 2023 October 12, 2023	Next meeting will tentatively be scheduled for Thursday, July 13, 2023. The board will also host a picnic for staff and residents that day.
<b>10.</b> Motion for adjournment Chairman-Gary Skarphol		Motion by Overby, seconded by Laning to adjourn. All Aye.
Approved by the Governing Board & Administrator		/s/ Mark B. Johnson, Administrator

Legal Notices Posted by Belinda Noonan