

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

DATE/TIME: Thursday, March 7, 2024 @ 10:30 am. **LOCATION:** Lisbon, ND **MEETING:** Regular

MEETING CALLED TO ORDER: *by Chairman, Vernon Laning*
Membership: Vernon Laning - Chairman, Cathy Keogh - Vice Chairman, Steven Frojen, Curt Twete,

Absent: Dean Overby, Tom Ryan, and Gary Skarphol

OTHERS PRESENT BY INVITATION:
 Mark B. Johnson - NDVH Administrator, Kristin Lunneborg- Chief Financial Officer, Sarah Hegseth – HR Director, Roger Miller

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-Vernon Laning	Chairman welcomed Members and Guests.	
04. Approval/Conflict of Interest of Agenda Items Chairman-Vernon Laning	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 1) Chairman-Vernon Laning November 30, 2023	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Keogh seconded by Frojen, to approve minutes. All Aye.
06. Chairman’s Report Chairman-Vernon Laning	The Veterans Home received 9 applications for the Administrator position. The selection committee decided to setup interviews with 5 of them; 1 withdrew and 4 were interviewed. Two candidates were selected for further interviews. Discussed reimbursement for travel expenses for the candidates. Discussion on how the selection committee determines who to interview. The governing board will interview the top 2 candidates on March 18, 2024. Discussion held on the pet policy, which does allow staff to bring their pets to work on their off hours. Discussion	Motion by Twete, seconded by Frojen, to accept recommendation of selection committee and interview 2 candidates. Roll Call Vote: Frojen: Aye Twete: Aye Keogh: Aye Laning: Aye

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AGENDA ITEM

PRESENTATION/DISCUSSION

RECOMMENDATION/ACTION

	<p>on the current NDVH pet policy, the policies at other facilities and the pros and cons of having staff bring their pets to work with them for the entire day. Keogh brought in the VA CLC's pet policy to look over.</p> <p>Discussion held on the Definition of a Substance Abuse Professional. Question raised as to whether the NDVH should provide a Substance Abuse Professional for residents. NDVH has sharing agreements in place for VA Telehealth. This topic of Substance Abuse Professional was brought up from the Employee Drug Testing Policy. Facility uses EAP for all referral needs for employees.</p>	
<p>07. HR's Report Sarah Hegseth, HR</p>	<p>Discussion held on Incentive Pay Policy for the nursing and dietary departments. Policy was updated for clarification.</p> <p>Discussion held on Smartphone, Smartwatches, and Other Communication Devices Policy updates.</p>	<p>Motion by Frojen, seconded by Twete to approve the policy with requested changes All Aye.</p>
<p>08. Administrator's Report Mark B. Johnson, Administrator</p>	<p>Discussion held on a meeting planned with Governor's office for a Strategy Plan. Some ideas for this plan are master plan of the campus, walking paths, removal of dam, daycare for staff, generator for Basic Care – transfer switch, new heating pumps, therapeutic pool, and memory care-Basic.</p>	
<p>09. Financial Report Kristin Lunneborg, CFO</p>	<p>Discussion held on requiring residents to have insurance before being able to admit. South Dakota State Veterans Homes require residents to have Medicare A, B and D in order to admit. The VA pays a flat rate of \$471.31 for 70 – 100% service-connected veterans in the nursing home; in return they require us to pick up the costs for medications, therapy, primary care, dental care, etc. Before we were billing insurance first, and then paying what was left over, found out that we are not allowed to bill insurance. NDVH pays for everything. Kristin will look at wording for a policy for the next meeting.</p> <p>With 71% of the biennium remaining, our budget is on</p>	

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	<p>track with 72% of our salaries and wages, 73% of our operating and 91% of our capital lines items remaining. The main capital projects include paving of the grounds and the thermostat/AHU replacement project.. An architect has been hired to prepare drawings for resident garage/storage units. Revenues align with amounts budgeted, with the exception of rent revenues which surpass budgeted amounts. There are no items of concern at this time.</p> <p>Our current census is 51 on skilled and 59 on basic with one more skilled care admit scheduled. We currently have a waiting list of 23 people for skilled.</p>	<p>Motion by Frojen, seconded by Twete to approve the financial statements. All Aye.</p>
<p>10. Next Governing Board Meeting:</p>	<p>Tentative Board Meetings for 2024 Quarterly 2nd Thursday March 18, 2024 July 11, 2024 October 10, 2024</p>	<p>Tentatively set for March 18, 2024</p>
<p>11. Motion for adjournment Chairman-Vernon Laning</p>		<p>Motion by Frojen, seconded by Keogh to adjourn meeting. All Aye.</p>
<p>Approved by the Governing Board & Administrator</p>		<p>/s/ Mark B. Johnson, Administrator</p>

Legal Notices Posted by Belinda Noonan