

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

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DATE/TIME: Thursday, January 11, 2007 @ 11:00 AM. **LOCATION:** Bismarck-US Food Service Warehouse **MEETING:** X Regular ___ Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten @ 10:30 AM **Quorum** x Yes ___ No:

Membership: **Norris Bratten, Chairman** **Daryl Beard** **Darrol Schroeder** **DuWayne Ternes**
 Jerry Meske, Vice Chairman

Members Absent: **Brad Maasjo** **Orletta Kilen**

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson **Accounting Manager-Kristin Lunneborg** **ACOVA Chairman-Rudy Jenson**
 ACOVA Secretary-Lyle Schuchard **Ralph Metcalf, House of Representatives**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
1. Pledge of Allegiance/Moment of silence for POW/MIA requested by Chairman.	<ul style="list-style-type: none"> • Chairman called for the Pledge of Allegiance to be recited, followed by a moment of silence for the POW/MIA 	<ul style="list-style-type: none"> • NAR (No Action Required)
2. Roll Call: Recording Secretary	<ul style="list-style-type: none"> • Roll call by recording secretary 	<ul style="list-style-type: none"> • Quorum was present
3. Welcome: Chairman-Norris Braaten	<ul style="list-style-type: none"> • Chairman welcomed Board Members and Guest that were present. 	<ul style="list-style-type: none"> • NAR (No Action Required)
4. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten	<ul style="list-style-type: none"> • Chairman Braaten questioned if any Board Members have a conflict of interest with any agenda items. 	<ul style="list-style-type: none"> • There were no conflicts of interest stated at this time.
5. Approval of Minutes: Chairman-Norris Braaten <ul style="list-style-type: none"> • Governing Board Meeting-November 01, 2006 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Chairman Braaten called for additions/corrections/motion to accept the minutes. Item 16 was amended to read original meeting was scheduled for Friday, Jan 12th in Lisbon, but rescheduled to Jan 11th in Bismarck due to Legislative Session. 	<ul style="list-style-type: none"> • Motion made by Daryl Beard, seconded by Darrol Schroeder to accept the November 01, 2006 minutes as amended.
6. Chairman's Report Chairman-Norris Braaten <ul style="list-style-type: none"> • Administrator Johnson evaluation 	<ul style="list-style-type: none"> • Discussion was held on the performance appraisal for Administrator, Mark B. Johnson. His services are very satisfactory. • Committee recommended Administrator Johnson receive a salary increase of 5% retroactive to November 1st. Administrator 	<ul style="list-style-type: none"> • Motion was made by Daryl Beard, seconded by Jerry Meske to approve the performance appraisal of Administrator Johnson and that he receive a 5 % salary increase retroactive to November 1st. Motion carried

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	Johnson will also be eligible for any state salary increases.	
<p>7. Administrator Report: Administrator-Mark B. Johnson</p> <ul style="list-style-type: none"> • Condition Assessment of Campus Buildings • Contract-Interstate Engineering • Dog - Spice 	<ul style="list-style-type: none"> • Discussion was held with Representative Metcalf concerning the condition assessment and the projected building project of the NDVH Campus Building. • Interstate Engineering had the lowest proposal which was for \$5300.00. • Spice, the Therapy Dog and North Dakota Veterans Home mascot, arrived at the ND Veterans Home on Dec. 8, 2006. She is 9 ½ years old and the Service Dogs of America needed to find a foster home her. Spice goes home every night and weekends with Al and Liz King. Her days go fast as she spends time in RT and roaming the halls visiting residents. Her favorite thing to play is catch the ball. 	<ul style="list-style-type: none"> • Administrator Johnson presented a power point of the Condition Assessment of the NDVH Campus Buildings. • Request will be made to gather statistics from NDVH Admissions Coordinator, Liz King, regarding number of residents turned away and reasons why. • A study will be done to project the future beds needs at the Veterans Home. • Motion was made by Jerry Meske seconded by Darrol Schroeder to accept the contract with Interstate Engineering. Roll call vote carried unanimously.
<p>8. Governing Board Committee Report: Board Member-Daryl Beard</p> <ul style="list-style-type: none"> • Marketing Disks 	<ul style="list-style-type: none"> • Discussion was held on proceeding with the development of the NDVH Marketing CD's. A proposal has been received from Sundog to create the DVD for \$3500.00. 	<ul style="list-style-type: none"> • Motion was made by Daryl Beard, seconded by Jerry Meske to request an additional \$2,000.00 from the Post War Trust Funds to complete this CD project. Motion carried.
<p>9. Financial Report: Accounting Manager-Kristin Lunneborg</p> <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Tuition Reimbursement Request • Travel Reimbursement for Governing Board 	<ul style="list-style-type: none"> • Census enclosure for December 2006 <ul style="list-style-type: none"> • Skilled Care: 38 Beds filled. • Basic Care: 88 Beds filled. • Financial enclosure: A request has been made to the emergency commission for an additional \$150,000 for professional services. • Discussion was held on the deferential pay and contract nursing salaries which have been paid in previous months. • Tuition Reimbursement Request: Faye 	<ul style="list-style-type: none"> • Motion was made by Jerry Meske, seconded by DuWayne Ternes to write off Skilled Accounts Receivable #'s 6, 10, 11 & 13. Motion carried. • Motion was made by Darrol Schroeder, seconded by DuWayne Ternes to approve the tuition request from Faye Heuther. • Jerry Meske made the recommendation that this travel reimbursement be tabled and be discussed at the Administrative

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	Heuther. <ul style="list-style-type: none"> • Discussion was held if the board members reimbursement travel could be shared by the Administrative Committee on Veterans Affairs and the ND Governing Board. 	Committee Meeting to have a definite plan of action. Administrator, Mark Johnson and Jerry Meske will discuss this at the ACOVA meeting next week.
10. Administrator Report: Administrator-Mark B. Johnson <ul style="list-style-type: none"> • Medicare D - Pharmacy billings -Community Care RX for drugs. 	<ul style="list-style-type: none"> • Medicare D – The pharmacy is currently sending out billings for reimbursement. 	<ul style="list-style-type: none"> • E-mail received from Jill McRitchie dated Wednesday, January 10, 2007.
11. ACOVA Meeting	<ul style="list-style-type: none"> • January 19 & 20th ACOVA Meeting in Bismarck. 	<ul style="list-style-type: none"> • Administrator Johnson will attend.
12. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: Friday March 9, 2007 • Location: Lisbon Veterans Home • Time: 10:30 AM 	<ul style="list-style-type: none"> • Next meeting, Friday, March 9, 2007 @ Lisbon Veterans Home @ 10:30 AM.
13. Adjournment	<ul style="list-style-type: none"> • Motion made by Daryl Beard, seconded by DuWayne Ternes to adjourn this meeting. 	<ul style="list-style-type: none"> • Meeting adjourned.
14. Minutes signed by Administrator		Mark B. Johnson, Administrator