

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

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DATE/TIME: Tuesday, May 13, 2008 @ 10:30 AM. LOCATION: North Dakota Veterans Home M/P Room MEETING: X Regular ___Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten

Membership: Norris Braaten, Chairman Daryl Beard Brad Maasjo Darrol Schroeder DuWayne Ternes
Jerry Meske, Vice Chairman Orletta Kilen

OTHERS PRESENT BY INVITATION: Metcalf

NDVH Administrator-Mark B. Johnson Accounting Manager-Kristin Lunneborg A.C.O.V.A. Chairman-Rudy Jenson
Rick Hoganson-AIA, Principal Architect, Rochelle Conzemius-AIA*Architect & Jamie Feeney from Foss Architecture & Interiors

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 taken by recording secretary 	<ul style="list-style-type: none"> ● A Quorum was present.
3. Welcome: Chairman-Norris Braaten	<ul style="list-style-type: none"> ● Chairman Braaten welcomed Board Members and Guests. 	<ul style="list-style-type: none"> ● NAR (No Action Required)
4. Approval of Governing Board Minutes: Chairman-Norris Braaten <ul style="list-style-type: none"> ● Building Committee-April 3, 2008 ● Regular Meeting-April 16, 2008 	<ul style="list-style-type: none"> ● Motion #1 made by DuWayne Ternes, seconded by Darrol Schroeder to accept the minutes as mailed. 	<ul style="list-style-type: none"> ● Motion # 1 carried
5. Approval/Conflict of Interest of Agenda Items Chairman-Norris Braaten	<ul style="list-style-type: none"> ● Chairman Braaten asked if any board members have a conflict of interest with any agenda items. 	<ul style="list-style-type: none"> ● There are no conflicts of interest stated at this time.
6. New Building - Foss Architecture & Interiors Rochelle Conzemius-AIA*Architect, Jamie Feeney & Rick Hoganson-AIA,	<ul style="list-style-type: none"> ● Rick Hoganson-AIA, presented the building plans May 13, 2008. ● Total building is 158,900 sq feet. ● Representatives from Foss Architecture, Obermiller-Nelson Engineering and Ulteig Engineering presented the estimates and proposed systems and design of the new building. ● Rick Hoganson presented estimates for the new building and a listing of alternates for the project. ● Discussion was held on the water and storm sewer lines. ● Contingency percentage amount has not been determined. 	

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AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
	<ul style="list-style-type: none"> • Discussion was held on geothermal and natural gas. David Obermiller will report back on the availability of natural gas. • Discussed the VA submittal deadline of July 1st. • Motion # 2 made by Jerry Meske, seconded by Oretta Kilen to have the building committee meet with Foss Engineering and the mechanical and electrical subcontractors to develop a design and building materials that will be within our budget cost of \$25,600. • Motion # 3 made by Brad Maasjo, seconded by Darrol Schroeder and Jerry Meske that the NDVH Governing Board Chairman designate a group to meet with the Governor's office as soon as possible after the May 15th meeting to brief him on the cost increase necessary to bring the facility up to the desired standards. • Discussed the proposal from Ulteig for \$11,000.00 for the surveying and monitoring of the surcharge work. Motion # 4 made by Darrol Schroeder, seconded by Jerry Meske to contract with Ulteig. • Discussion was held on the language in SB2418 relating to the demolition of the existing facility. 	<ul style="list-style-type: none"> • Motion # 2 carried • Bldg Committee will meet Thursday, May 15th at Foss Architect @ 9:00 am. • Motion # 3 carried. • Motion # 4 carried.
<p>7. Construction Plans –New Building Administrator-Mark Johnson</p>	<ul style="list-style-type: none"> • Administrator Johnson reported the National Guard will be here by May 24th to start preparing the site. • National Guard transported the Helicopter to Camp Grafton to be repainted. • Discussed the fuel the Veterans Home needs 	<ul style="list-style-type: none"> • Scheduled to be returned by the end of the month. • Kristin Lunneborg, Accounting Manager,

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	to provide for the National Guard equipment.	will check into whether the fuel needs to be bid out.
8. Ground Breaking – New Building Brad Maasjo & Darrol Schroeder	<ul style="list-style-type: none"> • Discussed the plans for the ground breaking. 	<ul style="list-style-type: none"> • Ground breaking scheduled for Saturday, June 07, 2008 at 1:30 pm.
9. Cultural Resource Study III Administrator-Mark Johnson	<ul style="list-style-type: none"> • Survey has been completed with no findings. 	<ul style="list-style-type: none"> • Submitted to the State Historical Society, awaiting their approval.
10. Financial Report: Accounting Manager-Kristin Lunneborg <ul style="list-style-type: none"> • Census Data • Basic/Skilled Accounts Receivable • Hotel Reimbursements • Foss Architecture Bill • 2009-2011 Budget 	<ul style="list-style-type: none"> • Motion # 6 made by Daryl Beard, seconded by Orletta Kilen that we pay Foss Architecture for invoice 5608996 after they correct the percentage complete on schematic design to an amount less than 100%. • Census enclosure for April 2008 <ul style="list-style-type: none"> ○ Basic Care: 80 Beds filled. ○ Skilled Care: 38 Beds filled. • Discussion on state reimbursement rate for lodging not covering the actual cost on weekends. Administrator Johnson will ask veterans organizations if they would be willing to pay the difference between the state reimbursement amount and the actual charges if they request the Veterans Home to speak at their functions. • Discussion was held on fund raising for the new veteran’s home and channeling the funds through the foundation since they are a 501(c) 3. • Discussed whether to repair the existing Administrators’ house, bid for a new house, or provide a housing allowance to the administrator. Whatever option we chose will need to be put in the 2009-2011 budget. • Discussion on the 2009-2011 including: <ul style="list-style-type: none"> ○ The 2.4 million additional funding 	<ul style="list-style-type: none"> • Motion # 6 carried. • Chairman Braaten will contact Foss Architect concerning previous motion to build facility for \$25,600. • Administration Johnson contact organizations. • Brad Maasjo will contact Mike Dobmeier concerning the Veterans Home foundation.

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	<ul style="list-style-type: none"> needed for new facility. ○ Roads & landscaping for new facility ○ Kitchen equipment ○ Carpeting ○ FTE increases due to change in delivery of care. ○ Upgrading pay grades. ● Discussion was held on the med tech training and moving the med stations to each floor. 	
<p>10a Tuition Reimbursement Administrator-Mark Johnson</p>	<ul style="list-style-type: none"> ● Tuition reimbursement payment to NDVH employee has been withheld due to opinion from MaryKae Kelsch, Assistant Attorney General. ● Discussion was held on the April 11th & May 12th opinions from MaryKae Kelsch. ● Motions # 5 made by Daryl Beard, seconded by Jerry Meske to put on hold paying any of the tuition requests from Faye Heuther and request an opinion from the Attorney General concerning the matter of reimbursement for tuition for North Dakota State employees and for Faye in particular under our tuition agreement. 	<ul style="list-style-type: none"> ● Motion # 5 carried
<p>11. Basic Care Income & Rent Structure Administrator-Mark Johnson</p>	<ul style="list-style-type: none"> ● Discussion was held on what other VA Basic Care facilities charge. 	<ul style="list-style-type: none"> ● More information will be gathered to present at next board meeting.
<p>12 Medicare D - Pharmacy billings Administrator Johnson</p>	<ul style="list-style-type: none"> ● Discussion was held on Medicare Part D. 	<ul style="list-style-type: none"> ● Kristin Lunneborg, Accounting Manager, will check how many skilled care residents are on Community Care RX plan.
<p>13. Correction of Articles 86-03-01 to 86-03-10 Administrator Johnson</p>	<p>The following changes need to be made to the Articles:</p> <ul style="list-style-type: none"> ○ The admission criteria priority ○ Who constitutes board of admissions 	<ul style="list-style-type: none"> ● Must redo entire process including the public hearing.

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	<ul style="list-style-type: none"> ○ Change date of review on rent policy from December to January. 	
14. Skilled Care Handbook Administrator Mark B. Johnson		<ul style="list-style-type: none"> ● Tabled until next meeting
15. Closing Comments	<ul style="list-style-type: none"> ● Request for bidding on the surcharging was discussed. 	<ul style="list-style-type: none"> ● Bids will be scanned and e-mailed to the board.
16. ACOVA Meeting	<ul style="list-style-type: none"> ● Date: ● Location: ● Time: 	<ul style="list-style-type: none"> ● June 13 &14, 2008 ● Fargo Doublewood Inn ● 1:00 pm Friday
17. Next Meeting – Governing Board:	<ul style="list-style-type: none"> ● Date: ● Date: ● Location: ● Time: 	<ul style="list-style-type: none"> ● Conference Call – May 21st @ 1:00 pm ● Tuesday, July 8th ● Lisbon ● 10:30 am
18. Adjournment	<ul style="list-style-type: none"> ● Motion by Daryl Beard, seconded by Darrol Schroeder to adjourn this meeting. 	<ul style="list-style-type: none"> ● Meeting adjourned.
Minutes signed by Administrator		Mark B. Johnson, Administrator