

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

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DATE/TIME: Tuesday, October 11, 2016 @ 10:30 AM. LOCATION: Lisbon-Norris Braaten Conference Room #A11 MEETING: X Regular

MEETING CALLED TO ORDER: by Chairman, Gary Skarphol

Membership Present: Gary Skarphol, Chairman Connie Ebach, Vice Chairman Cathy Keogh Curt Twete Greg Stemen Steven Frojen

Absent: Dean Overby

Others Present: Mark B. Johnson, NDVH Administrator Kristin Lunneborg, Chief Financial Officer Jeanne Sexton-Brown, Ransom County Gazette

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-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 ➤ July 12, 2016	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Twete, seconded by Stemen to approve the minutes. All Aye.
06. Chairman's Report Chairman-Gary Skarphol	<p>Gary reported that he attended the ACOVA meeting in July in Mark's absence. Discussions at the meeting focused on the State's general fund budget cuts.</p> <p>The Veterans Home has received several letters of praise from families and visitors which were shared with the governing board. Comments were made regarding the wonderful staff at the Veterans Home.</p> <p>Discussed political ad created at the Veterans Home by a candidate running for State House. Discussed HIPPA laws and Veterans Home policy. The Attorney General's office suggested we look at making some changes to our policy, including limiting the videoing to the main public areas of the building.</p> <p>Discussion regarding the Governor's residence and the possibility of looking into whether it could be moved. The initial plan was to demolish the existing house and build the new Governor's residence in the same location but the new residence is now being built in a different location.</p>	Motion by Twete, seconded by Stemen that we explore the possibility of moving the Governor's residence to the grounds of the Veterans Home to be used as an Administrator's residence. All Aye.

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<p>07. Administrator's Report Mark B. Johnson</p>	<p>Construction on the resident workshop started today. Estimated completion date is June 2017.</p> <p>Mark has been working with landscaping students at NDSU to assist with creating a master plan for the grounds of the Veterans Home. Each student presented their vision for the area they were assigned. The professor would like to continue working with the Veterans Home by narrowing down the students ideas to create an overall master plan.</p> <p>The Vets Center in Kenmare has some gaming funds they may be interested in donating to the Veterans Home. Mark has worked with Veterans Home staff to create a list of items that are needed.</p>	
<p>08. Financial Report Kristin Lunneborg, CFO</p>	<p>Due to the revenue shortfalls this biennium the State of ND has cut general fund appropriations twice this biennium. The total of the cuts for the Veterans Home were \$569,701. Since we are unable to absorb all of the cuts and still provide quality care for our residents, we met with the Emergency Commission to request permission to use \$360,000 in special funds to cover some of the general fund reductions. Our request was approved, resulting in an overall reduction to our budget of \$209,701.</p> <p>Reviewed financial statements for August 2016. Revenues are currently ahead of projections for the biennium so the emergency commission request to spend special funds will have no overall impact on the budget. Due to the State general fund budget cuts to the Department of Human Services, we will see a reduction to skilled nursing home revenues effective January 1, 2017. Revenues are still expected to stay within projections by the end of the biennium. Salaries and wages and operating expenses are on budget.</p> <p>Discussed pay raises for 2016.</p>	

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	<p>Census - Our skilled care unit is at capacity with all 52 beds occupied. We currently have a sizeable waiting list for skilled. We have 80 beds occupied on basic care with a capacity for 98.</p> <p>Discussed the proposed budget for the 2017-2019 biennium. The State of ND is looking for agencies to reduce their budgets for the 2017-2019 biennium due to the shortfall of general funds. We are not able to cut operating expenses and in fact do have a few slight increases over the current biennium budget. We made our budget reductions to our capital line item and are requesting only items that we feel are absolutely necessary. Total proposed budget for next biennium is \$24,379,765.</p>	<p>Motion by Stemen, seconded by Keogh to approve the proposed budget for the 2017-2019 biennium. Roll call vote: Ebach “aye”, Keogh “aye”, Twete “aye”, Stemen “aye”, Frojen “aye” and Skarphol “aye”.</p> <p>Motion by Twete, seconded by Frojen to approve the financial report. Roll call vote: Ebach “aye”, Keogh “aye”, Twete “aye”, Stemen “aye”, Frojen “aye” and Skarphol “aye”.</p>
09. ACOVA Meeting	Location: Date:	Bismarck Comfort Inn, 1030 E. Interstate Avenue. December 15 & 16, 2016
10. Next Governing Board Meeting:	Discussed the possibility of moving the next board meeting to Bismarck so the board can do HIPPA training with the Attorney General’s office.	Tentative Tuesday, January 10, 2017, Bismarck Comfort Inn, 1030 E. Interstate Avenue @ 10:00 am
11. Motion for adjournment Chairman-Gary Skarphol		Motion by Stemen, seconded by Frojen to adjourn meeting. All Aye.
Approved by Chairman & Administrator		<i>/s/ Mark B. Johnson, Administrator</i>