

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

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DATE/TIME: Monday, June 04, 2007 @ 4:00 PM. **LOCATION:** Veterans Home – Administrative Office **MEETING:** Regular Special
MEETING CALLED TO ORDER: by Chairman, Norris Braaten **Quorum** Yes No:

Members Present: Norris Braaten, Chairman Daryl Beard Brad Maasjo
Jerry Meske, Vice Chairman Orletta Kilen

Members Absent: Darrol Schroeder DuWayne Ternes

OTHERS PRESENT BY INVITATION:

NDVH Administrator-Mark B. Johnson Accounting Manager-Kristin Lunneborg Executive Secretary-Margie Ourenhagen
A.C.O.V.A. Chairman-Rudy Jenson

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 dispensed with the Pledge of Allegiance, 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"> • Quorum present
3. Welcome: Chairman-Norris Braaten	<ul style="list-style-type: none"> • Chairman greeted those on the conference call. 	<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"> • Regular Meeting-May 07, 2007 	<ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Motion was made by Daryl Beard, seconded by Orletta Kilen to accept the minutes with the correction of time mentioned and the deletion of Article 10 concerning Architect Bidding. 	<ul style="list-style-type: none"> • Motion carried unanimously.
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. • With there being no conflicts of interest stated, motion was made by Jerry Meske, seconded by Daryl Beard to approve the agenda as amended. 	<ul style="list-style-type: none"> • Motion carried unanimously.
6. Federal Legislation Chairman-Norris Braaten	<ul style="list-style-type: none"> • Brad Maasjo gave an update on the Federal outlook of the 121 authorized beds versus the 150 licensed beds. We have four years to seek reimbursed for the 29 beds from the VA State Home grant program. 	<ul style="list-style-type: none"> • Administrator Mark B. Johnson, Board Chairman Norris Braaten, Board Member Brad Maasjo, and Senator Larry Robinson will seek out Governor Hoeven's opinion on locating a CBOC unit at the veterans'

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	<ul style="list-style-type: none"> • Discussion was held on the Community Based Outreach Clinic (CBOC). 	<p>home campus.</p> <ul style="list-style-type: none"> • The committee will report back to the Governing Board prior to submitting a request to the Federal VA.
<p>7. Selection Committee</p>	<ul style="list-style-type: none"> • Motion was made by Jerry Meske, seconded by Orletta Kilen, to approve the selection committee's choice of Foss Architecture & Interiors, from Fargo, as the architect to fill the qualifications request. • Motion was made by Daryl Beard, seconded by Orletta Kilen to have two to four units in the new facility made available for double occupancy. 	<ul style="list-style-type: none"> • Motion carried unanimously on roll call vote #1. • A request for price will be negotiated with Foss Architecture. If Foss Architecture does not agree to the state contract an offer will be presented to another firm. • Motion carried unanimously on roll call vote #2.
<p>8. Facility Survey Administrator Mark B. Johnson</p>	<ul style="list-style-type: none"> • Motion was made by Jerry Meske, seconded by Daryl Beard to have Foss Architecture draft drawings for the construction of the fire dampers, smoke alarms and egress doors that need to be installed to satisfy the safety deficiencies from the state survey. 	<ul style="list-style-type: none"> • Motion carried unanimously on roll call vote #3.
<p>9. Financial Report: Accounting Manager-Kristin Lunneborg</p> <ul style="list-style-type: none"> • Emergency Commission Meeting • Post War Test Fund 	<ul style="list-style-type: none"> • An emergency commission request needs to be filed to ask permission to transfer funds from salaries to operating to cover the cost of contract nursing and to request additional appropriation authority to cover costs of pharmaceuticals and primary care. • Discussed post war trust fund requests for activities and video marketing. The Activities Department turns in a monthly expenditure report and gets reimbursed with post war trust funds. 	<ul style="list-style-type: none"> • Motion was made by Orletta Kilen, seconded by Brad Maasjo to make a request to the Emergency Commission. Motion carried unanimously on roll call vote #4. • Emergency Commission meeting will be Thursday, June 21st. • Rudy Jenson will follow up and report back to the Governing Board on the Post War Trust Fund requests for Activities and Video Marketing.
<p>10. Annual Evaluation of Administrator Chairman-Norris Braaten</p>	<ul style="list-style-type: none"> • Board members: Brad Maasjo, Darrol Schroeder & Norris Braaten completed the annual evaluation on Administrator Mark B. 	<ul style="list-style-type: none"> • Chairman Norris Braaten will contact Human Resources to verify this raise. • Motion carried unanimously on roll call

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	<p>Johnson and recommended to give a one time 15% raise under IAW NDCC 37-15, 37-18.1 & NDAC, which has been coordinated with OMB and Central Personal. The 4% raise to staff July 1, 2007 will not apply to Administrator Johnson.</p> <ul style="list-style-type: none"> • Motion was made by Daryl Beard, seconded by Brad Maasjo to approve the performance appraisal as submitted and allow the 15% raise to be effective May 01, 2007. 	<p>vote #5.</p>
<p>11. Veterans Memorial Mark B. Johnson, Administrator</p>	<ul style="list-style-type: none"> • Corry & Brad Bohl, from Jamestown, have constructed a memorial dedicated to the American soldiers and it has been suggested our new facility be considered for the permanent home. 	<ul style="list-style-type: none"> • The Bohl's would be honored to donate this memorial to the ND Veterans Home. A donation form will be requested to be filled out with this donation information. Administrator Johnson will request the height, width, length and weight of this memorial. • This item will be placed on the July agenda for discussion.
<p>12. Marketing Mark B. Johnson, Administrator</p>	<ul style="list-style-type: none"> • There is a waiting list on both the basic and skilled units at this time. 	<ul style="list-style-type: none"> • Motion was made at a previous board meeting to proceed with the video marketing at this time.
<p>13. Closing Comments</p>	<ul style="list-style-type: none"> • The Federal Department of Veterans Affairs sent a letter to Administrator Johnson stating the initial application for Federal assistance in the cost of replacement construction for Life Safety 52-Bed Nursing Home and 69-Bed Domiciliary at the Veterans Home in North Dakota was eligible to qualify for ranking on the FY 2008 Priority List. 	<ul style="list-style-type: none"> • Federal Application Identifier (FAI) number FAI 38-007 has been assigned to this project and should be used in all future correspondence.
<p>14. ACOVA Meeting</p>	<ul style="list-style-type: none"> • Date: • Location: • Time: Friday @ 1:00 pm; Sat. @ 8:30 am 	<ul style="list-style-type: none"> • August 3 & 4TH in Bismarck. Friday meeting @ 1:00 pm @ the AMVETS; Saturday meeting @ 8:30 am @ the

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15. Next Meeting – Governing Board:	<ul style="list-style-type: none"> • Date: • Location: • Time: 	Comfort Inn. <ul style="list-style-type: none"> • Regular meeting was set for Friday, July 13, 2007. Board Members have a conflict with this date, so a poll will be taken of the members to reschedule to a later date. • Lisbon Veterans Home • 10:30 AM Lisbon.
16. Adjournment	<ul style="list-style-type: none"> • Motion was made by Orletta Kilen, seconded by Jerry Meske to adjourn this meeting 	<ul style="list-style-type: none"> • Meeting adjourned
17. Signature of Administrator		Mark B. Johnson, Administrator