

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

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DATE/TIME: Thursday, October 11, 2007 @ 10:30 AM. LOCATION: 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
 Orletta Kilen

Absent: Jerry Meske, Vice Chairman

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 Ralph Metcalf, House of Representatives Bob Nelson, Plant Supervisor
 Rick Hoganson-AIA, & 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"> • Conference Call-September 11, 2007 | <ul style="list-style-type: none"> • Minutes e-mailed to Board Members. • Motion was made by Darrol Schroeder, seconded by Daryl Beard to accept the minutes as mailed. | <ul style="list-style-type: none"> • Motion 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 Representative Rick Hoganson-AIA, & Jamie Feeney | <ul style="list-style-type: none"> • Preliminary drawings for the new building were presented by Foss Architecture & Interiors. • Foss will hold meetings with department staff for input on the new building. • The facility will have mostly single rooms with a few double rooms on the basic unit. • There are plans to add a hospice room and | <ul style="list-style-type: none"> • Foss will submit a colored bar schedule, as required by the Federal VA, of dates taking us to the bid letting by next week. • Foss Architecture will be meeting with veterans' home staff weekly. |

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DATE/TIME: Thursday, October 11, 2007 @ 10:3:00 AM. LOCATION: Veterans Home-M/P Room MEETING: X Regular __Special

| AGENDA ITEM | PRESENTATION/DISCUSSION | RECOMMENDATION/ACTION |
|--|---|--|
| | <ul style="list-style-type: none"> family guest room on the skilled unit. • Discussed adding an enclosed loading area for residents. • Other items discussed include site location, flood plain issues, road access, exterior covering, windows and roofing. | |
| <p>7. Federal VA Grant Administrator Mark B. Johnson</p> | <ul style="list-style-type: none"> • We received word this week from Washington that the new veterans' home is #10 on the priority 1 funding list. Senator Conrad's office gave notice that funding will be released in 2008. | <ul style="list-style-type: none"> • The Federal VA Grant award amount received from Senator Conrad's office was listed as \$11,063,000, but our paperwork indicates the grant should be \$12,049,000. |
| <p>8. Architecture & Interiors Contact Update Administrator Mark B. Johnson</p> | <ul style="list-style-type: none"> • The Fergus Falls and Perham site tours were discussed. Tours of other facilities will be scheduled for a later date. • The survey costs are not included in the Foss Architecture contract. The legislature appropriated \$100,000 to be used for surveys, studies and architectural work that needs to be completed prior to receiving the grant. • Discussion was held on mowing the three car garage. • Survey Deficiencies Update-Bob Nelson, Plant director gave an update on the duct work and smoke dampers that have been installed. Wiring is being worked on at this time. Otis Elevator will be wiring the elevators to trip the elevator to go down to the next floor in a fire. | <ul style="list-style-type: none"> • Administrator Johnson & Kristin Lunneborg, Accounting Manager will have authority to approve and pay bills up to \$25,000 for the new building. • Billing was received from Foss Architecture in the amount of \$58,828.52. This bill will be held until the project drawings are further along and the colored bar schedule is received. • Admissions to the Basic Care Unit will hopefully begin by Nov. 1st. |
| <p>9. VA Survey Administrator Mark B. Johnson</p> | <ul style="list-style-type: none"> • The VA Survey Plan of Correction was discussed. The environmental area was a big issue in this survey. | <ul style="list-style-type: none"> • Plan of Correction will be written as to when deficiencies will be corrected. |
| <p>10. Administrator's House Repairs Administrator Mark B. Johnson</p> | <ul style="list-style-type: none"> • Discussion was held on the condition of the heating system in the Administrator's house. OMB and the State Historical Society have | <ul style="list-style-type: none"> • Proposals will be requested for the heating/air conditioning project at the Administrator's house. |

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| <p>11. Financial Report: Accounting Manager-Kristin Lunneborg</p> <ul style="list-style-type: none"> • Financial Statement Enclosed • Census Data • Basic/Skilled Accounts Receivable • Policy-Supervisor's Responsibility | <p>also been contacted.</p> <ul style="list-style-type: none"> • Census enclosure for Sept 2007 <ul style="list-style-type: none"> • Skilled Care: 38 Beds filled. • Basic Care: 79 Beds filled. Admissions will begin after life safety issues are solved. • Financial: Percentage of Biennium Remaining is 93%. • Discussed need to review criteria for the number of non-veterans that can be admitted into the facility, as we do not receive a per diem for non-veterans. • No request for write-off's at this time. • Request was made to amend Human Resource Policy for Drug & Alcohol Free Workplace Chapter 02-12. Supervisor's Responsibility. Motion was made by DuWayne Ternes, seconded by Darrol Schroeder to approve this policy amendment. | <ul style="list-style-type: none"> • Inter-agency support to Insurance Commissioner will be requested if this BCBS payment is not received • Motion carried on policy Amendment. |
| <p>12.ND Administrative Code 86-03-01 thru 86-03-10 & Public Law 109-461 Daryl Beard</p> | <ul style="list-style-type: none"> • The NDVH Hearing has been scheduled for Monday, Nov. 19th @ 1:00 pm. Notice will be sent to the Newspaper Association to publish the hearing date in every county newspaper in the state. After the hearing, changes must be presented to the Administrative Rules Committee. Administrative Rules Committee hearing dates are scheduled quarterly; the next meeting is to be held in December. | <ul style="list-style-type: none"> • Administrator Johnson will submit the necessary forms prior to the next Administrative Rule Committee meeting. |
| <p>13. Closing Comments</p> | <ul style="list-style-type: none"> • | |
| <p>14. ACOVA Meeting</p> | <ul style="list-style-type: none"> • Date: • Location: • Time: | <ul style="list-style-type: none"> • Friday & Sat., Nov. 2 & 3, 2007 • Fargo-Howard Johnson • Friday @ 1:00 pm; Sat. @ 8:30 am |
| <p>15. Next Meeting – Governing Board:</p> | <ul style="list-style-type: none"> • Date: | <ul style="list-style-type: none"> • Monday, Nov. 19 & Friday, Dec 14th |

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| | <ul style="list-style-type: none"> • Location: • Time: | <ul style="list-style-type: none"> • Lisbon Veterans Home • 10:30 AM |
| 16. Adjournment | <ul style="list-style-type: none"> • Motion was made by Darrol Schroeder, seconded by DuWayne Ternes to adjourn this meeting. | <ul style="list-style-type: none"> • Meeting Adjourned |
| Agenda approved by Chairman & Administrator | | Mark B. Johnson, Administrator |