

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

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**DATE/TIME: Tuesday, October 06, 2015 @ 10:00 AM. LOCATION: Bismarck Comfort Suites-Meeting Room A MEETING: X Regular**

**MEETING CALLED TO ORDER: by Chairman, Gary Skarphol**

**Membership Present: Gary Skarphol, Chairman Al Dohrmann Steven Frojen Keith Hovland Judy Lee Dean Overby**

**Absent: Connie Ebach**

**OTHERS PRESENT BY INVITATION:**

**Mark B. Johnson, NDVH Administrator Kristin Lunneborg , Chief Financial Officer**

AGENDA ITEM	PRESENTATION/DISCUSSION	RECOMMENDATION/ACTION
<b>01.</b> 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.	
<b>02.</b> Roll Call: Recording Secretary	Roll call taken by recording secretary.	A quorum was present.
<b>03.</b> Welcome: Chairman-Gary Skarphol	Chairman welcomed Members and Guests.	
<b>04.</b> 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 at this time.
<b>05.</b> Approval of Minutes Chairman-Gary Skarphol Governing Board Minutes ➤ July 21, 2015	Minutes e-mailed to Board Members. Chairman called for additions/corrections/motion to accept the minutes.	Motion by Overby, seconded by Hovland to accept the July 21, 2015 minutes. All Aye.
<b>06.</b> Appeals Hearing Susie Schlecht, Admissions Coordinator Mark Johnson, Administrator Jann Neameyer Director of Social Services & Kristi Lere, Director of Dietary	Appeals hearing held at 10:30 am with most individuals present by conference call. Governing board took into consideration information presented in the conference call as well as medical documentation.	Motion by Overby, seconded by Hovland to support the admission team's decisions to deny admission. Roll call vote: Dohrman – aye, Frojen – aye, Hovland – aye, Lee – aye, Overby – aye and Skarphol – aye. Motion carried.
<b>07.</b> Chairman's Report Chairman-Gary Skarphol	Discussed planning for the future of the Veterans Home, including the need to continue fighting for a new Administrator's residence.  The picnic put on by the governing board members and funded by the Williston American Legion on July 21st was a success. Board will try to do more of these in the future.	
<b>08.</b> Administrator's Report Mark B. Johnson	Discussed need to work on a master plan for the campus. Some of the items to be considered in the master plan include the memorial garden, an amphitheater, a picnic shelter, Administrator's residence etc. A portion of the funding for the resident workshop was changed to special funds so we can begin construction ASAP. A Request for	

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	<p>Qualifications to find an architect for the project will be issued in the near future.</p> <p>The annual family picnic was held September 12<sup>th</sup> with over 300 family members in attendance. Letters from Home provided the entertainment for the event.</p>	
<p><b>09.</b> Administrative Rules Mark B. Johnson, Administrator</p>	<p>We are working with the Attorney General's office on changes to the Administrative Rules to bring them into alignment with current policies and procedures. Recommended changes will be presented to the governing board at a future meeting.</p>	
<p><b>10.</b> Financial Report Kristin Lunneborg, CFO</p>	<p>Financial reports were presented to the board. The budget for the 2015-2017 biennium includes an additional \$429,000 in funding for equity adjustments for the nursing department as well as \$1,147,300 in construction funds carried over from the previous biennium for the resident workshop, building demolition and new veterans home. We are only two months into the new biennium and are running on budget.</p> <p>The September 30, 2015 census is 79 on basic care and 51 on skilled. The basic care facility has 98 beds but has never been full. Discussed alternative ways to make sure the veteran population knows what the Veterans Home has to offer.</p> <p>The basic care accounts receivable are all up to date with no issues to report. Outstanding accounts on our skilled accounts receivable list were discussed.</p>	<p>Motion by Lee, seconded by Dohrman to write off accounts #3, #5, #6 and #9 on the skilled accounts receivable list. Total write-off is \$2,029.14. All Aye.</p>
<p><b>11.</b> ACOVA Meeting</p>	<p>Location: Bismarck, ND Date: January 21 &amp; 22, 2016</p>	
<p><b>12.</b> Next Governing Board Meeting:</p>	<p>Tentative Board Meetings for 2016-2017 Every three months-2<sup>nd</sup> Tuesday Tuesday, April 12, 2016 Tuesday, July 12, 2016</p>	<p>Tentative Tuesday, January 12, 2016 Lisbon Veterans Home 10:30 am</p>

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<b>AGENDA ITEM</b>	<b>PRESENTATION/DISCUSSION</b>	<b>RECOMMENDATION/ACTION</b>
	Tuesday, October 11, 2016 Tuesday, January 10, 2017	
<b>13.</b> Motion for adjournment Chairman-Gary Skarphol		Motion by Lee, seconded by Frojen to adjourn meeting. All Aye.
Approved by Chairman & Administrator		<i>/s/ Mark B. Johnson, Administrator</i>