

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Administration**Reporting level:** 00-313-100-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

The administration department processes payroll monthly for over 180 employees, handles bills for Medicare, Medicaid, and other insurance for 52 skilled residents, processes over 135 statements monthly for resident rent, processes around 110 statements monthly for resident trust accounts, handles transactions daily (Monday-Friday) for over 100 trust accounts and 30 custodial funds and is fiduciary for 12 residents of the Veterans Home.

Explanation of Program Costs

Program costs for the administration department include salaries and benefits for administrative staff and facility expenses for insurance, legal fees, auditing fees, postage, office supplies, information technology, telephone, data processing, employee drug testing and background checks.

Program Goals and Objectives

The goals and objectives of the Administration department are to facilitate the management of the facility by carrying out the functions of the Veterans Home outlined in Chapter 37-15 of the North Dakota Century Code; to collect all revenues and pay all expenditures necessary for the operation of the Home; to oversee all departments in the Veterans Home; to work with the Governing Board and the Veterans Affairs Administrative Committee concerning the operation of the Home; to prepare and submit all reports to the appropriate agencies or individuals; to provide administrative assistance to residents and staff; and to ensure the collection of all rent accounts by filing medical insurance claims and following policy regarding the collection of accounts.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Administration		Reporting Level: 00-313-100-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	569,971	613,549	30,034	643,583	0
Salaries - Other	513	500	432,026	432,526	0
Temporary Salaries	0	10,000	(8,000)	2,000	0
Overtime	42,147	40,000	(10,000)	30,000	0
Fringe Benefits	269,772	248,568	11,016	259,584	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	882,403	912,617	455,076	1,367,693	0
Salaries and Wages					
General Fund	263,015	205,332	16,354	221,686	0
Federal Funds	0	0	0	0	0
Special Funds	619,388	707,285	438,722	1,146,007	0
Total	882,403	912,617	455,076	1,367,693	0
Operating Expenses					
Travel	36,599	30,000	(5,000)	25,000	0
Supplies - IT Software	14,102	9,000	0	9,000	0
Supply/Material-Professional	3,438	4,000	0	4,000	0
Bldg, Ground, Maintenance	540	1,500	0	1,500	0
Miscellaneous Supplies	6,960	2,000	0	2,000	0
Office Supplies	53,663	57,500	0	57,500	0
Postage	7,027	7,000	0	7,000	0
Printing	3,922	7,000	0	7,000	0
IT Equip Under \$5,000	51,414	40,000	0	40,000	0
Other Equip Under \$5,000	15,559	0	0	0	0
Office Equip & Furn Supplies	2,075	2,500	0	2,500	0
Insurance	32,725	33,900	0	33,900	0
Rentals/Leases-Equip & Other	6,257	7,000	0	7,000	0
Repairs	4,708	5,000	0	5,000	0
IT - Data Processing	61,268	108,300	(13,300)	95,000	0
IT - Communications	104,886	75,000	0	75,000	0
IT Contractual Svcs and Rprs	38,047	99,250	89,250	188,500	0
Professional Development	27,803	22,000	0	22,000	0
Operating Fees and Services	6,264	7,500	0	7,500	0
Fees - Professional Services	207,172	135,000	(60,000)	75,000	0
Medical, Dental and Optical	84	50	0	50	0
Total	684,513	653,500	10,950	664,450	0

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Biennium: 2013-2015

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Program: Administration		Reporting Level: 00-313-100-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Operating Expenses					
General Fund	231,099	267,396	10,950	278,346	0
Federal Funds	0	0	0	0	0
Special Funds	453,414	386,104	0	386,104	0
Total	684,513	653,500	10,950	664,450	0
Capital Assets					
Other Capital Payments	0	403,000	5,840	408,840	0
Equipment Over \$5000	92,930	0	0	0	0
IT Equip/Sftware Over \$5000	0	13,600	(13,600)	0	0
Total	92,930	416,600	(7,760)	408,840	0
Capital Assets					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	92,930	416,600	(7,760)	408,840	0
Total	92,930	416,600	(7,760)	408,840	0
Total Expenditures	1,659,846	1,982,717	458,266	2,440,983	0
Funding Sources					
General Fund					
Total	494,114	472,728	27,304	500,032	0
Special Funds					
289 Melvin Norgard Memorial Fund	0	10,000	0	10,000	0
380 Soldiers Home Fund 380	1,165,732	1,499,989	430,962	1,930,951	0
Total	1,165,732	1,509,989	430,962	1,940,951	0
Total Funding Sources	1,659,846	1,982,717	458,266	2,440,983	0
FTE Employees	6.00	6.00	(0.40)	5.60	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Administration			Reporting Level: 00-313-100-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

One Time Budget Changes

A-E 1 Remove prior biennium capital assets		0.00	0	0	(416,600)	(416,600)
Total One Time Budget Changes		0.00	0	0	(416,600)	(416,600)

Ongoing Budget Changes

A-A 11 Bond & Interest Payments		0.00	0	0	408,840	408,840
A-A 2 Travel decrease		0.00	(5,000)	0	0	(5,000)
A-A 200 Hay Group Changes		0.00	0	0	432,026	432,026
A-A 3 IT Contractual Services		0.00	89,250	0	0	89,250
A-A 4 Professional Services decrease		0.00	(60,000)	0	0	(60,000)
A-A 8 Operating expense decrease		0.00	(13,300)	0	0	(13,300)
Base Payroll Change		(0.40)	16,354	0	6,696	23,050
Total Ongoing Budget Changes		(0.40)	27,304	0	847,562	874,866
Total Base Budget Changes		(0.40)	27,304	0	430,962	458,266

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Plant Operations**Reporting level:** 00-313-200-00-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

The maintenance department completes around 1,000 work orders per year and mows and maintains 90 acres of property located on the grounds at the Veterans Home.

Explanation of Program Costs

Maintenance department costs include salaries and benefits, utilities, equipment and repairs for the facility, motor pool charges, infrastructure expenses and capital improvements.

Program Goals and Objectives

To keep the Veterans Home operating in the most cost effective, efficient manner and to provide a safe, well maintained facility for the residents.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Plant Operations Reporting Level: 00-313-200-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	412,347	406,416	43,472	449,888	0
Salaries - Other	6,712	8,000	(1,000)	7,000	0
Temporary Salaries	105,853	75,000	5,000	80,000	0
Overtime	18,665	22,000	(2,000)	20,000	0
Fringe Benefits	180,055	195,713	35,207	230,920	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	723,632	707,129	80,679	787,808	0
Salaries and Wages					
General Fund	168,654	367,129	59,822	426,951	0
Federal Funds	0	0	0	0	0
Special Funds	554,978	340,000	20,857	360,857	0
Total	723,632	707,129	80,679	787,808	0
Operating Expenses					
Travel	71,808	115,000	0	115,000	0
Supply/Material-Professional	1,907	200	0	200	0
Food and Clothing	112	450	0	450	0
Bldg, Ground, Maintenance	103,143	110,000	0	110,000	0
Miscellaneous Supplies	4,910	5,000	0	5,000	0
Office Supplies	82	0	0	0	0
Other Equip Under \$5,000	22,541	10,200	3,200	13,400	0
Utilities	632,788	979,810	20,190	1,000,000	0
Insurance	3,111	3,500	0	3,500	0
Rentals/Leases-Equip & Other	69	2,500	0	2,500	0
Rentals/Leases - Bldg/Land	4,261	5,000	0	5,000	0
Repairs	36,937	40,000	0	40,000	0
IT - Communications	2,117	0	0	0	0
IT Contractual Svcs and Rprs	0	100	0	100	0
Professional Development	1,315	2,500	0	2,500	0
Operating Fees and Services	1,498	5,500	0	5,500	0
Fees - Professional Services	2,655	0	0	0	0
Medical, Dental and Optical	54	100	0	100	0
Total	889,308	1,279,860	23,390	1,303,250	0
Operating Expenses					
General Fund	253,278	65,000	23,390	88,390	0

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Plant Operations		Reporting Level: 00-313-200-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Federal Funds	0	0	0	0	0
Special Funds	636,030	1,214,860	0	1,214,860	0
Total	889,308	1,279,860	23,390	1,303,250	0
Capital Assets					
Land and Buildings	0	6,000	(6,000)	0	788,200
Other Capital Payments	489	75,000	(54,000)	21,000	0
Extraordinary Repairs	0	138,500	(138,500)	0	1,121,000
Equipment Over \$5000	5,477	38,000	9,700	47,700	0
Motor Vehicles	10,093	0	23,500	23,500	0
Total	16,059	257,500	(165,300)	92,200	1,909,200
Capital Assets					
General Fund	0	28,789	(7,789)	21,000	1,861,200
Federal Funds	0	0	0	0	0
Special Funds	16,059	228,711	(157,511)	71,200	48,000
Total	16,059	257,500	(165,300)	92,200	1,909,200
Total Expenditures	1,628,999	2,244,489	(61,231)	2,183,258	1,909,200
Funding Sources					
General Fund					
Total	421,932	460,918	75,423	536,341	1,861,200
Special Funds					
289 Melvin Norgard Memorial Fund	0	176,500	(176,500)	0	48,000
380 Soldiers Home Fund 380	1,207,067	1,607,071	39,846	1,646,917	0
Total	1,207,067	1,783,571	(136,654)	1,646,917	48,000
Total Funding Sources	1,628,999	2,244,489	(61,231)	2,183,258	1,909,200
FTE Employees	5.00	5.00	0.60	5.60	0.00

CHANGE PACKAGE DETAIL313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Plant Operations			Reporting Level: 00-313-200-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes**One Time Budget Changes**

A-B 1 Toro with snowblower and broom		0.00	0	0	35,000	35,000
A-B 3 Bobcat S650 with tracks		0.00	0	0	23,500	23,500
A-B 4 Bobcat sweeper		0.00	0	0	6,700	6,700
A-B 5 Brushcat Bobcat mower		0.00	0	0	6,000	6,000
A-B 6 Chain Link fence		0.00	21,000	0	0	21,000
A-E 1 Remove prior biennium capital assets		0.00	(28,789)	0	(228,711)	(257,500)
Total One Time Budget Changes		0.00	(7,789)	0	(157,511)	(165,300)

Ongoing Budget Changes

A-A 10 Equipment increase		0.00	3,200	0	0	3,200
A-A 6 Utilities		0.00	20,190	0	0	20,190
Base Payroll Change		0.60	59,822	0	20,857	80,679
Total Ongoing Budget Changes		0.60	83,212	0	20,857	104,069

Total Base Budget Changes

0.60	75,423	0	(136,654)	(61,231)
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Optional Budget Changes**One Time Optional Changes**

A-D 3 Demolition of old Veterans Home	3	0.00	1,121,000	0	0	1,121,000
Total One Time Optional Changes		0.00	1,121,000	0	0	1,121,000

Ongoing Optional Changes

A-C 2 Resident Workshop	2	0.00	740,200	0	48,000	788,200
Total Ongoing Optional Changes		0.00	740,200	0	48,000	788,200

Total Optional Budget Changes

0.00	1,861,200	0	48,000	1,909,200
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PROGRAM NARRATIVE**Date:** 12/07/2012**313 Veterans Home****Time:** 14:43:08**Program:** New Veterans Home**Reporting level:** 00-313-250-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures for construction of the new veterans home.

Program Statistical Data

The new 150 bed veterans home was completed in the Spring of 2011. Funding sources were \$11.5 million in general funds, \$14.6 million in federal funds, \$6.4 in special funds and \$2.5 million in revenue bonds.

Explanation of Program Costs

Program costs are to complete the construction project for the new veterans home by installing an irrigation system, additional street lighting, and finishing road work around the perimeter of the facility.

Program Goals and Objectives

To construct a 150 bed replacement facility in Lisbon, ND. The facility was replaced due to life safety code violations cited in 2006 by the ND State Health Department and the Veterans Administration. Our goals and objectives are to build a facility that has more private rooms and showers to give the residents more dignity and privacy; build a single story structure that is easily accessible; provide more recreational and therapeutic activities for the residents; serve 30 - 35 more residents due to the private rooms; build a facility that is more efficient using ground source heat; and build a facility that will enable us to generate more revenue in future bienniums. The new building will meet the new VA initiatives for building small household/neighborhood units.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: New Veterans Home Reporting Level: 00-313-250-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Operating Expenses					
Food and Clothing	0	0	0	0	0
Bldg, Ground, Maintenance	0	0	0	0	0
Miscellaneous Supplies	0	0	0	0	0
Other Equip Under \$5,000	0	0	0	0	0
Office Equip & Furn Supplies	0	0	0	0	0
Repairs	0	0	0	0	0
Operating Fees and Services	0	0	0	0	0
Fees - Professional Services	0	0	0	0	0
Total	0	0	0	0	0
Operating Expenses					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	0	0	0	0
Capital Construction Carryover					
Temporary Salaries	0	28,168	(28,168)	0	0
Fringe Benefits	0	2,155	(2,155)	0	0
Food and Clothing	0	7,074	0	0	0
Bldg, Ground, Maintenance	0	5,889	(5,889)	0	0
Miscellaneous Supplies	0	3,700	(3,700)	0	0
Other Equip Under \$5,000	0	63,431	(63,431)	0	0
Office Equip & Furn Supplies	0	83,334	(83,334)	0	0
Repairs	0	7,700	(7,700)	0	0
Operating Fees and Services	0	739	(739)	0	0
Fees - Professional Services	0	259,498	(259,498)	0	0
Land and Buildings	0	507	(507)	0	0
Other Capital Payments	0	172,460	(172,460)	0	0
Extraordinary Repairs	0	854,126	(854,126)	0	0
Equipment Over \$5000	0	15,314	(15,314)	0	0
IT Equip/Sftware Over \$5000	0	98,400	0	0	0
Total	0	1,602,495	(1,497,021)	0	0
Capital Construction Carryover					
General Fund	0	1,542,126	(1,542,126)	0	0
Federal Funds	0	29,475	(29,475)	0	0
Special Funds	0	30,894	(30,894)	0	0

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: New Veterans Home		Reporting Level: 00-313-250-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Total	0	1,602,495	(1,497,021)	0	0
New Veterans Home					
Temporary Salaries	63,725	0	0	0	0
Fringe Benefits	5,733	0	0	0	0
Travel	266	0	0	0	0
Bldg, Ground, Maintenance	2,668	0	0	0	0
Miscellaneous Supplies	31,629	0	0	0	0
IT Equip Under \$5,000	24,877	0	0	0	0
Other Equip Under \$5,000	220,095	0	0	0	0
Office Equip & Furn Supplies	667,232	0	0	0	0
Operating Fees and Services	525	0	0	0	0
Fees - Professional Services	75,632	0	0	0	0
Land and Buildings	194,489	0	0	0	0
Other Capital Payments	24,876,877	0	0	0	0
Extraordinary Repairs	87,774	332,000	(332,000)	0	0
Equipment Over \$5000	203,325	0	0	0	0
Total	26,454,847	332,000	(332,000)	0	0
New Veterans Home					
General Fund	6,949,348	0	0	0	0
Federal Funds	14,851,652	0	0	0	0
Special Funds	4,653,847	332,000	(332,000)	0	0
Total	26,454,847	332,000	(332,000)	0	0
Contingent Appropriation - Ln 55					
Fees - Professional Services	424,688	0	0	0	0
Total	424,688	0	0	0	0
Contingent Appropriation - Ln 55					
General Fund	3,039,414	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	424,688	0	0	0	0
Total Expenditures	29,494,261	1,934,495	(1,934,495)	0	0

Funding Sources

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: New Veterans Home		Reporting Level: 00-313-250-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund					
Total	9,988,762	1,542,126	(1,542,126)	0	0
Federal Funds					
H102 V.A. Reimbursement	6,225	29,475	(29,475)	0	0
H128 Federal Grant Funds	14,845,427	0	0	0	0
Total	14,851,652	29,475	(29,475)	0	0
Special Funds					
289 Melvin Norgard Memorial Fund	0	25,000	(25,000)	0	0
380 Soldiers Home Fund 380	4,653,847	337,894	(337,894)	0	0
Total	4,653,847	362,894	(362,894)	0	0
Total Funding Sources	29,494,261	1,934,495	(1,934,495)	0	0

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: New Veterans Home Reporting Level: 00-313-250-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-E 1 Remove prior biennium capital assets		0.00	(98,400)	0	0	(98,400)
A-E 2 Remove prior biennium new building expenses		0.00	(1,413,403)	(29,475)	(362,894)	(1,805,772)
Total One Time Budget Changes		0.00	(1,511,803)	(29,475)	(362,894)	(1,904,172)
Ongoing Budget Changes						
Base Payroll Change		0.00	(30,323)	0	0	(30,323)
Total Ongoing Budget Changes		0.00	(30,323)	0	0	(30,323)
Total Base Budget Changes		0.00	(1,542,126)	(29,475)	(362,894)	(1,934,495)
Ongoing Optional Changes						
Total Ongoing Optional Changes		0.00	0	0	0	0
Total Optional Budget Changes		0.00	0	0	0	0

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Dietary**Reporting level:** 00-313-300-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

With the new veterans home we anticipate we will serve approximately 6,000 basic resident meals and 4,300 skilled resident meals each month. On a daily basis we prepare food for 7 different diet types and 5 different texture modifications. Snacks are also served twice daily, with additional snacks being prepared for residents with medical needs.

Explanation of Program Costs

Program costs for dietary include salaries and benefits, training, food, kitchen supplies and equipment.

Program Goals and Objectives

To prepare and serve nutritious meals and snacks to the residents. Dietary also meets with residents and family members to set up meal plans according to resident tastes and physician ordered diets.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Dietary		Reporting Level: 00-313-300-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	706,737	301,852	(7,746)	294,106	0
Salaries - Other	16,890	3,000	(1,000)	2,000	0
Temporary Salaries	131,279	20,000	10,000	30,000	0
Overtime	17,598	6,000	4,000	10,000	0
Fringe Benefits	463,190	176,571	(4,432)	172,139	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	1,335,694	507,423	822	508,245	0
Salaries and Wages					
General Fund	374,304	277,674	(4,103)	273,571	0
Federal Funds	0	0	0	0	0
Special Funds	961,390	229,749	4,925	234,674	0
Total	1,335,694	507,423	822	508,245	0
Operating Expenses					
Travel	2,454	1,500	0	1,500	0
Supplies - IT Software	700	750	(750)	0	0
Supply/Material-Professional	27,250	32,650	(2,650)	30,000	0
Food and Clothing	676,118	1,020,000	(120,000)	900,000	0
Bldg, Ground, Maintenance	10,132	10,000	0	10,000	0
Miscellaneous Supplies	52,201	75,000	0	75,000	0
Office Supplies	1,811	4,000	0	4,000	0
Postage	90	0	0	0	0
Other Equip Under \$5,000	18,824	3,600	0	3,600	0
Repairs	4,302	15,000	0	15,000	0
IT Contractual Svcs and Rprs	212	50	0	50	0
Professional Development	9,215	2,000	0	2,000	0
Operating Fees and Services	1,554	1,100	0	1,100	0
Medical, Dental and Optical	292	100	0	100	0
Total	805,155	1,165,750	(123,400)	1,042,350	0
Operating Expenses					
General Fund	347,033	276,271	(3,400)	272,871	0
Federal Funds	0	0	0	0	0
Special Funds	458,122	889,479	(120,000)	769,479	0
Total	805,155	1,165,750	(123,400)	1,042,350	0

REQUEST DETAIL BY PROGRAM

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Dietary		Reporting Level: 00-313-300-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Total Expenditures	2,140,849	1,673,173	(122,578)	1,550,595	0
Funding Sources					
General Fund					
Total	721,337	553,945	(7,503)	546,442	0
Special Funds					
380 Soldiers Home Fund 380	1,419,512	1,119,228	(115,075)	1,004,153	0
Total	1,419,512	1,119,228	(115,075)	1,004,153	0
Total Funding Sources	2,140,849	1,673,173	(122,578)	1,550,595	0
FTE Employees	5.00	5.00	0.00	5.00	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Dietary			Reporting Level: 00-313-300-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 12 Food decrease		0.00	0	0	(120,000)	(120,000)
A-A 8 Operating expense decrease		0.00	(3,400)	0	0	(3,400)
Base Payroll Change		0.00	(4,103)	0	4,925	822
Total Ongoing Budget Changes		0.00	(7,503)	0	(115,075)	(122,578)
Total Base Budget Changes		0.00	(7,503)	0	(115,075)	(122,578)

PROGRAM NARRATIVE**Date:** 12/07/2012**313 Veterans Home****Time:** 14:43:08**Program:** Nursing Basic Care**Reporting level:** 00-313-401-00-00-00-00000000**Program Performance Measures**

Included in Nursing Skilled

Program Statistical Data

Basic Nursing is responsible for the proper storage, handling, and administration of approximately 32,200 medications per month, including an average of 50 narcotics, and 46 doses of insulin that are given via injection each day. Nurses and Certified Medication Assistants dispense most of these medications among an average of 175 oral med passes per day. The Basic Unit Nurse is also responsible for monitoring of vital signs, quarterly physical assessments on each resident, behavior tracking and intervention, administration of prescribed treatments to all body systems, blood sugar monitoring and; for diabetics, weekly wound prevention monitoring. Doctor rounds are provided in-house twice weekly, with an average of 12-32 residents being treated each week on rounds. For those needing specialty care (typically 8-18 per week), Basic Nurses contribute to referral of the client from primary care to a specialist, and with implementation of follow up treatment.

Explanation of Program Costs

Nursing costs consist of salaries and benefits including shift pay, temporary employees and overtime, primary care medical expenses including labs, x-rays and physician visits, medical director, psychiatrist, physical and occupational therapists, restorative therapy, medical supplies and equipment, lab supplies, stock medications, employee training and testing fees and charting supplies.

Program Goals and Objectives

Goals and objectives of nursing services are to provide a home-like environment that promotes health and wellness with individualized care to each resident by staff that are trained to provide quality care.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Basic Care **Reporting Level:** 00-313-401-00-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	1,335,032	2,121,508	47,591	2,169,099	0
Salaries - Other	64,779	75,000	65,000	140,000	0
Temporary Salaries	17,667	85,000	(10,000)	75,000	0
Overtime	53,734	55,000	5,000	60,000	0
Fringe Benefits	704,748	1,257,306	186,782	1,444,088	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	2,175,960	3,593,814	294,373	3,888,187	0

Salaries and Wages

General Fund	601,725	55,443	94,579	150,022	0
Federal Funds	0	0	0	0	0
Special Funds	1,574,235	3,538,371	199,794	3,738,165	0
Total	2,175,960	3,593,814	294,373	3,888,187	0

Operating Expenses

Travel	1,375	2,000	0	2,000	0
Supply/Material-Professional	997	2,500	0	2,500	0
Food and Clothing	2,678	4,500	0	4,500	0
Bldg, Ground, Maintenance	67	1,000	0	1,000	0
Miscellaneous Supplies	5,036	10,000	(3,500)	6,500	0
Office Supplies	1,226	2,000	0	2,000	0
Postage	12	0	0	0	0
IT Equip Under \$5,000	248	0	0	0	0
Other Equip Under \$5,000	2,567	100	(100)	0	0
IT - Communications	0	100	0	100	0
IT Contractual Svcs and Rprs	78	300	(200)	100	0
Professional Development	6,638	4,500	0	4,500	0
Operating Fees and Services	2,935	4,500	0	4,500	0
Fees - Professional Services	120,109	200,000	(50,000)	150,000	0
Medical, Dental and Optical	20,748	40,000	0	40,000	0
Total	164,714	271,500	(53,800)	217,700	0

Operating Expenses

General Fund	68,663	208,000	(53,800)	154,200	0
Federal Funds	0	0	0	0	0
Special Funds	96,051	63,500	0	63,500	0
Total	164,714	271,500	(53,800)	217,700	0

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Basic Care **Reporting Level:** 00-313-401-00-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Total Expenditures	2,340,674	3,865,314	240,573	4,105,887	0
Funding Sources					
General Fund					
Total	670,388	263,443	40,779	304,222	0
Special Funds					
380 Soldiers Home Fund 380	1,670,286	3,601,871	199,794	3,801,665	0
Total	1,670,286	3,601,871	199,794	3,801,665	0
Total Funding Sources	2,340,674	3,865,314	240,573	4,105,887	0
FTE Employees	34.20	34.20	0.00	34.20	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Basic Care **Reporting Level:** 00-313-401-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
A-A 8 Operating expense decrease		0.00	(3,800)	0	0	(3,800)
A-A 9 Professional services increase		0.00	(50,000)	0	0	(50,000)
Base Payroll Change		0.00	94,579	0	199,794	294,373
Total Ongoing Budget Changes		0.00	40,779	0	199,794	240,573
Total Base Budget Changes		0.00	40,779	0	199,794	240,573

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Nursing Skilled Care**Reporting level:** 00-313-402-00-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data**Explanation of Program Costs**

Nursing costs consist of salaries and benefits including shift pay, temporary employees and overtime, primary care medical expenses including labs, x-rays and physician visits, medical director, psychiatrist, physical and occupational therapists, restorative therapy, medical supplies and equipment, lab supplies, stock medications, employee training and testing fees and charting supplies.

Program Goals and Objectives

Goals and objectives of nursing services are to provide a home-like environment that promotes health and wellness with individualized care to each resident by staff that are trained to provide quality care.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Skilled Care **Reporting Level:** 00-313-402-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	2,299,019	3,736,459	(122,858)	3,613,601	0
Salaries - Other	100,416	120,000	50,000	170,000	0
Temporary Salaries	192,411	207,000	193,000	400,000	0
Overtime	123,227	100,000	75,000	175,000	0
Fringe Benefits	1,239,634	2,243,355	45,765	2,289,120	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	3,954,707	6,406,814	240,907	6,647,721	0
Salaries and Wages					
General Fund	1,218,779	2,860,299	330,013	3,190,312	0
Federal Funds	0	0	0	0	0
Special Funds	2,735,928	3,546,515	(89,106)	3,457,409	0
Total	3,954,707	6,406,814	240,907	6,647,721	0
Operating Expenses					
Travel	10,526	7,000	0	7,000	0
Supplies - IT Software	0	750	0	750	0
Supply/Material-Professional	5,727	7,500	0	7,500	0
Food and Clothing	52,583	75,000	0	75,000	0
Bldg, Ground, Maintenance	1,282	4,500	0	4,500	0
Miscellaneous Supplies	30,415	30,000	0	30,000	0
Office Supplies	2,006	4,000	0	4,000	0
Other Equip Under \$5,000	54,557	35,825	(13,825)	22,000	0
Rentals/Leases-Equip & Other	6,308	6,000	0	6,000	0
Repairs	612	2,500	0	2,500	0
IT - Communications	0	100	0	100	0
IT Contractual Svcs and Rprs	270	500	0	500	0
Professional Development	22,106	30,000	(10,000)	20,000	0
Operating Fees and Services	7,004	11,400	(3,900)	7,500	0
Fees - Professional Services	280,923	405,000	(105,000)	300,000	0
Medical, Dental and Optical	137,646	210,000	0	210,000	0
Total	611,965	830,075	(132,725)	697,350	0
Operating Expenses					
General Fund	263,642	148,233	(132,725)	15,508	0
Federal Funds	0	0	0	0	0
Special Funds	348,323	681,842	0	681,842	0

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Skilled Care		Reporting Level: 00-313-402-00-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Total	611,965	830,075	(132,725)	697,350	0
Capital Assets					
Equipment Over \$5000	0	31,400	(31,400)	0	0
Total	0	31,400	(31,400)	0	0
Capital Assets					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	31,400	0	0	0
Total	0	31,400	(31,400)	0	0
Total Expenditures	4,566,672	7,268,289	108,182	7,345,071	0
Funding Sources					
General Fund					
Total	1,482,421	3,008,532	197,288	3,205,820	0
Special Funds					
380 Soldiers Home Fund 380	3,084,251	4,259,757	(89,106)	4,139,251	0
Total	3,084,251	4,259,757	(89,106)	4,139,251	0
Total Funding Sources	4,566,672	7,268,289	108,182	7,345,071	0
FTE Employees	55.52	55.52	(1.40)	54.12	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Nursing Skilled Care **Reporting Level:** 00-313-402-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-E 1 Remove prior biennium capital assets		0.00	0	0	(31,400)	(31,400)
Total One Time Budget Changes		0.00	0	0	(31,400)	(31,400)
Ongoing Budget Changes						
A-A 7 Equipment decrease		0.00	(13,825)	0	0	(13,825)
A-A 8 Operating expense decrease		0.00	(13,900)	0	0	(13,900)
A-A 9 Professional services increase		0.00	(105,000)	0	0	(105,000)
Base Payroll Change		(1.40)	330,013	0	(89,106)	240,907
Total Ongoing Budget Changes		(1.40)	197,288	0	(89,106)	108,182
Total Base Budget Changes		(1.40)	197,288	0	(120,506)	76,782

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Resident Services**Reporting level:** 00-313-500-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

Resident services spends about \$14,000 in donations each year to provide activities for the residents. The money is used to pay for lunches, bowling trips, diners club, birthday club, field trips, magazine and newspaper subscriptions and "winnings" for many of the various games played. The following is a partial list of the number of times some activities are held each year:

Bingo - 160
Scenic Drives - 25
Pool Tournaments - 24
Bean Bags - 24
Shuffleboard - 24
Card Games - 200
Wheel of Fortune - 24
Concentration - 24

Explanation of Program Costs

The majority of the costs for resident services are for salaries and benefits for an activities coordinator that will coordinate all group activities and activities in each individual household. Some additional funding is available for workshops, travel and supplies. All funding for resident activities is through donations.

Program Goals and Objectives

To provide fun, entertaining activities to meet the varied interests and social and emotional needs of the basic care and skilled care residents. To develop a volunteer program.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Resident Services		Reporting Level: 00-313-500-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	225,149	59,147	6,207	65,354	0
Salaries - Other	1,997	500	250	750	0
Temporary Salaries	19,390	29,000	11,000	40,000	0
Overtime	9,243	2,500	500	3,000	0
Fringe Benefits	123,256	34,868	4,566	39,434	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	379,035	126,015	22,523	148,538	0
Salaries and Wages					
General Fund	114,212	51,015	11,744	62,759	0
Federal Funds	0	0	0	0	0
Special Funds	264,823	75,000	10,779	85,779	0
Total	379,035	126,015	22,523	148,538	0
Operating Expenses					
Travel	953	2,200	(1,200)	1,000	0
Supply/Material-Professional	627	1,000	0	1,000	0
Miscellaneous Supplies	2,405	2,750	(250)	2,500	0
Postage	543	0	0	0	0
Printing	0	3,200	0	3,200	0
IT Contractual Svcs and Rprs	11	0	0	0	0
Professional Development	2,040	2,500	(1,000)	1,500	0
Operating Fees and Services	691	500	0	500	0
Fees - Professional Services	336	0	0	0	0
Medical, Dental and Optical	27	50	0	50	0
Total	7,633	12,200	(2,450)	9,750	0
Operating Expenses					
General Fund	2,368	2,384	0	2,384	0
Federal Funds	0	0	0	0	0
Special Funds	5,265	9,816	(2,450)	7,366	0
Total	7,633	12,200	(2,450)	9,750	0
Total Expenditures	386,668	138,215	20,073	158,288	0

Funding Sources

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Resident Services		Reporting Level: 00-313-500-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund					
Total	116,580	53,399	11,744	65,143	0
Special Funds					
380 Soldiers Home Fund 380	270,088	84,816	8,329	93,145	0
Total	270,088	84,816	8,329	93,145	0
Total Funding Sources	386,668	138,215	20,073	158,288	0
FTE Employees	1.00	1.00	0.00	1.00	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Resident Services	Reporting Level: 00-313-500-00-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
A-A 2 Travel decrease		0.00	0	0	(1,200)	(1,200)
A-A 8 Operating expense decrease		0.00	0	0	(1,250)	(1,250)
Base Payroll Change		0.00	11,744	0	10,779	22,523
Total Ongoing Budget Changes		0.00	11,744	0	8,329	20,073
Total Base Budget Changes		0.00	11,744	0	8,329	20,073

PROGRAM NARRATIVE**Date:** 12/07/2012**313 Veterans Home****Time:** 14:43:08**Program:** Social Services**Reporting level:** 00-313-600-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

The following list provides an overview of services performed by the social service department.

Individual resident interviews provided weekly - 150
Family or professional phone contacts weekly - 300
Care plan reviews completed weekly - 30
MDS evaluations completed monthly - 35
Annual social history updates and resident rights reviews - 200
Referrals on resident behavior addressed - 120 weekly
Resident counsel meetings held yearly - 24
Family counsel meetings held yearly - 2
In-service presentations for staff provided yearly - 12
Facility tours provided yearly - 2000
Admission inquiries yearly - 3000
Local drives to appointments. etc provided weekly - 80

Speaking presentations for community & organizations - 75

Explanation of Program Costs

Social service costs include salaries and benefits, resident worker wages, pastoral fees, resource materials and supplies, membership dues and professional development, and consultant fees for psychologists. Additional fees have been added for salaries and benefits for our transportation staff as we have more residents that need 1:1 assistance, more appointments we need to transport residents to and at times we need two separate vehicles traveling to Fargo each day.

Program Goals and Objectives

PROGRAM NARRATIVE**313 Veterans Home****Date:** 12/07/2012**Time:** 14:43:08**Program:** Social Services**Reporting level:** 00-313-600-00-00-00-00000000

To promote the highest physical, mental and psychosocial functioning and well-being of each resident. The department assists with pre-admissions and admissions; when residents admit we help them adjust to the facility. We continue to do supportive counseling, resident assessments, resident advocacy, crisis intervention, behavior management, care plan development and discharge planning. We promote the home atmosphere and ensure the residents get the needed services and personal items to do this. Social Services is committed to ensuring that residents and family members are treated with dignity and respect and have the optimum quality of life.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Social Services		Reporting Level: 00-313-600-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	442,852	523,019	91,597	614,616	0
Salaries - Other	1,276	1,500	0	1,500	0
Temporary Salaries	63,019	50,000	0	50,000	0
Overtime	21,208	30,000	0	30,000	0
Fringe Benefits	212,656	283,929	43,132	327,061	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	741,011	888,448	134,729	1,023,177	0
Salaries and Wages					
General Fund	198,666	202,197	128,989	331,186	0
Federal Funds	0	0	0	0	0
Special Funds	542,345	686,251	5,740	691,991	0
Total	741,011	888,448	134,729	1,023,177	0
Operating Expenses					
Travel	3,339	5,000	0	5,000	0
Supply/Material-Professional	46	2,500	(1,000)	1,500	0
Food and Clothing	8	0	0	0	0
Miscellaneous Supplies	16	200	0	200	0
Postage	133	0	0	0	0
Professional Development	12,036	2,500	0	2,500	0
Operating Fees and Services	2,234	3,500	0	3,500	0
Fees - Professional Services	18,865	52,500	17,500	70,000	0
Medical, Dental and Optical	45	100	0	100	0
Total	36,722	66,300	16,500	82,800	0
Operating Expenses					
General Fund	11,141	8,635	16,500	25,135	0
Federal Funds	0	0	0	0	0
Special Funds	25,581	57,665	0	57,665	0
Total	36,722	66,300	16,500	82,800	0
Total Expenditures	777,733	954,748	151,229	1,105,977	0

Funding Sources

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Social Services		Reporting Level: 00-313-600-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund					
Total	209,807	210,832	145,489	356,321	0
Special Funds					
380 Soldiers Home Fund 380	567,926	743,916	5,740	749,656	0
Total	567,926	743,916	5,740	749,656	0
Total Funding Sources	777,733	954,748	151,229	1,105,977	0
FTE Employees	7.00	7.00	1.20	8.20	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Social Services			Reporting Level: 00-313-600-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 4 Professional Services decrease		0.00	17,500	0	0	17,500
A-A 8 Operating expense decrease		0.00	(1,000)	0	0	(1,000)
Base Payroll Change		1.20	128,989	0	5,740	134,729
Total Ongoing Budget Changes		1.20	145,489	0	5,740	151,229
Total Base Budget Changes		1.20	145,489	0	5,740	151,229

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Housekeeping**Reporting level:** 00-313-700-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

Housekeeping services are provided 7 days a week on a routine basis. The housekeepers maintain 171,000 square feet of space in the Veterans Home.

Explanation of Program Costs

Housekeeping costs include salaries and wages, cleaning supplies and chemicals, pest control, toiletry items, equipment and repairs.

Program Goals and Objectives

To provide a safe, clean environment for the residents and guests of the Veterans Home.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Housekeeping		Reporting Level: 00-313-700-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	377,092	181,541	(17,153)	164,388	0
Salaries - Other	2,426	1,000	0	1,000	0
Temporary Salaries	26,378	12,000	(500)	11,500	0
Overtime	4,871	3,000	1,000	4,000	0
Fringe Benefits	241,210	102,439	(2,210)	100,229	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	651,977	299,980	(18,863)	281,117	0
Salaries and Wages					
General Fund	186,477	119,419	(23,521)	95,898	0
Federal Funds	0	0	0	0	0
Special Funds	465,500	180,561	4,658	185,219	0
Total	651,977	299,980	(18,863)	281,117	0
Operating Expenses					
Travel	642	1,000	0	1,000	0
Supplies - IT Software	303	0	0	0	0
Supply/Material-Professional	34,010	40,000	0	40,000	0
Food and Clothing	1,110	1,150	0	1,150	0
Bldg, Ground, Maintenance	48,813	65,000	0	65,000	0
Miscellaneous Supplies	25,058	35,000	0	35,000	0
Other Equip Under \$5,000	13,956	28,000	(21,500)	6,500	0
Office Equip & Furn Supplies	400	0	0	0	0
Repairs	0	4,000	0	4,000	0
IT Contractual Svcs and Rprs	33	50	0	50	0
Professional Development	505	500	0	500	0
Operating Fees and Services	1,534	2,000	0	2,000	0
Medical, Dental and Optical	2,277	50	0	50	0
Total	128,641	176,750	(21,500)	155,250	0
Operating Expenses					
General Fund	63,483	61,055	0	61,055	0
Federal Funds	0	0	0	0	0
Special Funds	65,158	115,695	(21,500)	94,195	0
Total	128,641	176,750	(21,500)	155,250	0
Capital Assets					

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Housekeeping		Reporting Level: 00-313-700-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Equipment Over \$5000	8,133	0	0	0	0
Total	8,133	0	0	0	0
Capital Assets					
General Fund	8,133	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	8,133	0	0	0	0
Total Expenditures	788,751	476,730	(40,363)	436,367	0
Funding Sources					
General Fund					
Total	258,093	180,474	(23,521)	156,953	0
Special Funds					
380 Soldiers Home Fund 380	530,658	296,256	(16,842)	279,414	0
Total	530,658	296,256	(16,842)	279,414	0
Total Funding Sources	788,751	476,730	(40,363)	436,367	0
FTE Employees	3.00	3.00	0.00	3.00	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Housekeeping Reporting Level: 00-313-700-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
A-A 7 Equipment decrease		0.00	0	0	(21,500)	(21,500)
Base Payroll Change		0.00	(23,521)	0	4,658	(18,863)
Total Ongoing Budget Changes		0.00	(23,521)	0	(16,842)	(40,363)
Total Base Budget Changes		0.00	(23,521)	0	(16,842)	(40,363)

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012**Time:** 14:43:08**Program:** Laundry**Reporting level:** 00-313-800-00-00-00-00000000**Program Performance Measures**

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

Laundry services are provided 5 days per week with an average of 7,300 lbs of laundry per month for basic and 10,500 lbs of laundry per month for skilled.

Explanation of Program Costs

Costs for the laundry department include salaries and benefits for 2 employees and 3 resident workers, laundry supplies, equipment and repairs, bed linens, towels, blankets and pillows for the residents.

Program Goals and Objectives

To provide laundry services for the basic and skilled care residents of the facility and to assist them with any clothing alterations or mending.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Laundry		Reporting Level: 00-313-800-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	77,405	105,814	14,618	120,432	0
Salaries - Other	51	100	(100)	0	0
Temporary Salaries	20,666	25,000	0	25,000	0
Overtime	925	400	100	500	0
Fringe Benefits	39,079	67,155	3,378	70,533	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	138,126	198,469	17,996	216,465	0
Salaries and Wages					
General Fund	37,763	9,401	4,349	13,750	0
Federal Funds	0	0	0	0	0
Special Funds	100,363	189,068	13,647	202,715	0
Total	138,126	198,469	17,996	216,465	0
Operating Expenses					
Supply/Material-Professional	6,210	12,500	7,500	20,000	0
Food and Clothing	31,229	29,950	0	29,950	0
Bldg, Ground, Maintenance	0	1,000	0	1,000	0
Miscellaneous Supplies	315	2,000	0	2,000	0
Office Supplies	47	0	0	0	0
Other Equip Under \$5,000	0	8,400	(8,400)	0	0
Utilities	3,334	0	0	0	0
Repairs	0	4,000	0	4,000	0
IT Contractual Svcs and Rprs	0	50	0	50	0
Total	41,135	57,900	(900)	57,000	0
Operating Expenses					
General Fund	11,863	22,833	(900)	21,933	0
Federal Funds	0	0	0	0	0
Special Funds	29,272	35,067	0	35,067	0
Total	41,135	57,900	(900)	57,000	0
Total Expenditures	179,261	256,369	17,096	273,465	0

Funding Sources

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Laundry		Reporting Level: 00-313-800-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
General Fund					
Total	49,626	32,234	3,449	35,683	0
Special Funds					
380 Soldiers Home Fund 380	129,635	224,135	13,647	237,782	0
Total	129,635	224,135	13,647	237,782	0
Total Funding Sources	179,261	256,369	17,096	273,465	0
FTE Employees	2.00	2.00	0.00	2.00	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Laundry			Reporting Level: 00-313-800-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 13 Supply budget increase		0.00	7,500	0	0	7,500
A-A 7 Equipment decrease		0.00	(8,400)	0	0	(8,400)
Base Payroll Change		0.00	4,349	0	13,647	17,996
Total Ongoing Budget Changes		0.00	3,449	0	13,647	17,096
Total Base Budget Changes		0.00	3,449	0	13,647	17,096

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012

Time: 14:43:08

Program: Pharmacy

Reporting level: 00-313-900-00-00-00-00000000

Program Performance Measures

We do not have any performance measures at this time. We are reviewing this as part of our strategic plan.

Program Statistical Data

The pharmacy dispensed 14,361 medications from July 1, 2011 to June 30, 2012. Of these, 2,977 were new prescriptions and 11,384 were refills. The average costs of these prescriptions was \$22.66. 9% of these prescriptions had a resident copay, 17% were billed to the VA for reimbursement, 7% was billed to Medicare and the remaining 67% was the responsibility of the Veterans Home.

Explanation of Program Costs

Program costs include salaries and benefits, medications, packaging supplies, licensing, computer programs, resource materials and labeling supplies.

Program Goals and Objectives

To provide medications on a timely basis to the basic and skilled care veteran residents.

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Pharmacy Reporting Level: 00-313-900-00-00-00-00000000

Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Salaries and Wages					
Salaries - Permanent	142,678	176,703	2,322	179,025	0
Salaries - Other	13	100	(100)	0	0
Temporary Salaries	248	0	0	0	0
Overtime	431	500	1,500	2,000	0
Fringe Benefits	65,276	98,849	2,623	101,472	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
Total	208,646	276,152	6,345	282,497	0

Salaries and Wages

General Fund	183,899	100,145	170	100,315	0
Federal Funds	0	0	0	0	0
Special Funds	24,747	176,007	6,175	182,182	0
Total	208,646	276,152	6,345	282,497	0

Operating Expenses

Travel	189	200	0	200	0
Supplies - IT Software	5,471	3,000	0	3,000	0
Supply/Material-Professional	537	2,000	0	2,000	0
Miscellaneous Supplies	682	0	0	0	0
Office Supplies	819	1,200	0	1,200	0
Postage	0	50	0	50	0
Printing	145	500	0	500	0
IT Equip Under \$5,000	344	1,000	0	1,000	0
Other Equip Under \$5,000	0	1,000	(1,000)	0	0
Office Equip & Furn Supplies	1,043	1,000	0	1,000	0
Repairs	1,064	0	0	0	0
IT Contractual Svcs and Rprs	424	9,500	0	9,500	0
Professional Development	349	2,000	0	2,000	0
Operating Fees and Services	386	500	0	500	0
Fees - Professional Services	760	6,500	1,500	8,000	0
Medical, Dental and Optical	630,103	1,400,000	(200,000)	1,200,000	(176,946)
Total	642,316	1,428,450	(199,500)	1,228,950	(176,946)

Operating Expenses

General Fund	360,065	216,673	(125,733)	90,940	(176,946)
Federal Funds	0	0	0	0	0
Special Funds	282,251	1,211,777	(73,767)	1,138,010	0

REQUEST DETAIL BY PROGRAM313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Pharmacy		Reporting Level: 00-313-900-00-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
Total	642,316	1,428,450	(199,500)	1,228,950	(176,946)
Capital Assets					
IT Equip/Sftware Over \$5000	8,306	0	0	0	0
Total	8,306	0	0	0	0
Capital Assets					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	8,306	0	0	0	0
Total	8,306	0	0	0	0
Total Expenditures	859,268	1,704,602	(193,155)	1,511,447	(176,946)
Funding Sources					
General Fund					
Total	543,964	316,818	(125,563)	191,255	(176,946)
Special Funds					
380 Soldiers Home Fund 380	315,304	1,387,784	(67,592)	1,320,192	0
Total	315,304	1,387,784	(67,592)	1,320,192	0
Total Funding Sources	859,268	1,704,602	(193,155)	1,511,447	(176,946)
FTE Employees	2.00	2.00	0.00	2.00	0.00

CHANGE PACKAGE DETAIL

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: Pharmacy			Reporting Level: 00-313-900-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 14 Relief Pharmacist		0.00	1,500	0	0	1,500
A-A 15 Medication decrease		0.00	(126,233)	0	(73,767)	(200,000)
A-A 7 Equipment decrease		0.00	(1,000)	0	0	(1,000)
Base Payroll Change		0.00	170	0	6,175	6,345
Total Ongoing Budget Changes		0.00	(125,563)	0	(67,592)	(193,155)
Total Base Budget Changes		0.00	(125,563)	0	(67,592)	(193,155)

Optional Savings Changes

A-G 1 Optional 3% savings	1	0.00	(176,946)	0	0	(176,946)
Total Optional Savings Changes		0.00	(176,946)	0	0	(176,946)

PROGRAM NARRATIVE

313 Veterans Home

Date: 12/07/2012

Time: 14:43:08

Program: 2009 Flood Expenses

Reporting level: 00-313-990-00-00-00-00-00000000

Program Performance Measures

NA

Program Statistical Data

NA

Explanation of Program Costs

None

Program Goals and Objectives

NA

REQUEST DETAIL BY PROGRAM

313 Veterans Home
 Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: 2009 Flood Expenses		Reporting Level: 00-313-990-00-00-00-00000000			
Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Request 2013-2015
2009 Flood Expenses					
Travel	12,500	0	0	0	0
Bldg, Ground, Maintenance	2,550	0	0	0	0
Rentals/Leases-Equip & Other	250	0	0	0	0
Repairs	1,300	0	0	0	0
Operating Fees and Services	154,934	0	0	0	0
Fees - Professional Services	1,807	0	0	0	0
Total	173,341	0	0	0	0
2009 Flood Expenses					
General Fund	2,557	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	191,185	0	0	0	0
Total	173,341	0	0	0	0
Total Expenditures	193,742	0	0	0	0
Funding Sources					
General Fund					
Total	2,557	0	0	0	0
Special Funds					
380 Soldiers Home Fund 380	191,185	0	0	0	0
Total	191,185	0	0	0	0
Total Funding Sources	193,742	0	0	0	0

CHANGE PACKAGE DETAIL

313 Veterans Home
Biennium: 2013-2015

Bill#: SB2007

Date: 12/07/2012

Time: 14:43:08

Program: 2009 Flood Expenses Reporting Level: 00-313-990-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
Total Ongoing Budget Changes						
		0.00	0	0	0	0
Total Base Budget Changes						
		0.00	0	0	0	0