
AGENCY OVERVIEW**313 Veterans Home****Date:** 12/23/2014**Time:** 12:39:04

Statutory Authority

North Dakota Century Code Chapters 54-44.6, 54-46, 54-46.1, and 54-59.

Agency Description

Located on 90 acres of land in the picturesque Sheyenne River Valley in Lisbon. The North Dakota Veterans Home stands as a tribute to North Dakota citizens who answered their country's call to duty. Since 1893, the Veterans Home has been serving the veterans and their spouses in North Dakota.

The Veterans Home has 52 skilled beds and 98 basic care beds. The skilled unit provides round the clock nursing care for residents who need ongoing nursing supervision and/or assistance with activities of daily living. The basic care unit provides care to veterans as long as they are ambulatory and able to care for their own personal needs. The basic care unit does have a nurse available for emergency care 24 hours a day.

Agency Mission Statement

Caring for America's Heroes.

Agency Performance Measures

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

Major Accomplishments

1. Provided a home for veterans and/or their spouses.
2. Developed standards of care where residents age in place.
3. Completed construction on a new 150 bed state of the art facility.
4. Improved the quality of life for veterans by building the new facility in the household/neighborhood design with private rooms that allow the residents more dignity and privacy.
5. Implemented an electronic health records system.
6. Received deficiency-free surveys from the State Health Department and the Department of Veterans Affairs.

Future Critical Issues

The main area of concern relates to the ability to attract and retain competent staff. We need to be able to remain very competitive with wages and benefits in order to hire and retain staff. The Lisbon area has a large number of medical facilities so there is a very high demand for nursing staff. We need to be able to be competitive with the wages that Bobcat and the other medical facilities offer. Bobcat recently had a hiring spree and we lost a number of employees due to the higher wages.

REQUEST SUMMARY313 Veterans Home
Biennium: 2015-2017

Bill#: HB1007

Date: 12/23/2014

Time: 12:39:04

Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Budget Request
By Major Program					
Administration	2,026,039	2,237,157	(63,771)	2,173,386	0
Plant Operations	2,146,876	4,163,941	(578,412)	3,585,529	930,225
New Veterans Home	1,228,657	810,595	(810,595)	0	0
Dietary	1,403,494	1,600,456	79,632	1,680,088	0
Nursing Basic Care	4,014,283	4,634,128	300,726	4,934,854	0
Nursing Skilled Care	6,640,518	7,901,467	(307,067)	7,594,400	0
Resident Services	169,347	248,614	28,138	276,752	0
Social Services	1,017,778	1,196,538	18,972	1,215,510	0
Housekeeping	464,106	462,388	68,717	531,105	0
Laundry	212,393	292,666	35,400	328,066	0
Pharmacy	901,597	1,488,674	(234,033)	1,254,641	0
Total Major Program	20,225,088	25,036,624	(1,462,293)	23,574,331	930,225
By Line Item					
Salaries and Wages	14,019,958	15,874,866	600,421	16,475,287	0
Accrued Leave Payments	0	458,197	(458,197)	0	0
Operating Expenses	4,475,722	5,408,851	(102,850)	5,306,001	0
Capital Assets	605,508	1,695,915	97,128	1,793,043	930,225
Capital Construction Carryover	808,215	794,281	(794,281)	0	0
Shop Addition	0	788,200	(788,200)	0	0
New Veterans Home	315,685	16,314	(16,314)	0	0
Total Line Items	20,225,088	25,036,624	(1,462,293)	23,574,331	930,225
By Funding Source					
General Fund	6,232,082	8,516,633	(684,230)	7,832,403	930,225
Federal Funds	29,475	0	0	0	0
Special Funds	13,963,531	16,519,991	(778,063)	15,741,928	0
Total Funding Source	20,225,088	25,036,624	(1,462,293)	23,574,331	930,225
Total FTE	120.72	120.72	0.00	120.72	0.00

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Budget Request
Salaries and Wages					
Salaries - Permanent	8,009,075	8,875,666	330,844	9,206,510	0
Salaries - Other	320,486	323,100	9,200	332,300	0
Temporary Salaries	867,856	839,250	(41,250)	798,000	0
Overtime	333,509	345,500	155,000	500,500	0
Fringe Benefits	4,489,032	5,491,350	146,627	5,637,977	0
Total	14,019,958	15,874,866	600,421	16,475,287	0
Salaries and Wages					
General Fund	4,233,652	5,751,803	684,713	6,436,516	0
Federal Funds	0	0	0	0	0
Special Funds	9,786,306	10,123,063	(84,292)	10,038,771	0
Total	14,019,958	15,874,866	600,421	16,475,287	0
Accrued Leave Payments					
Salaries - Permanent	0	458,197	(458,197)	0	0
Total	0	458,197	(458,197)	0	0
Accrued Leave Payments					
General Fund	0	358,197	(358,197)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	100,000	(100,000)	0	0
Total	0	458,197	(458,197)	0	0
Operating Expenses					
Travel	135,405	160,450	0	160,450	0
Supplies - IT Software	25,772	23,050	0	23,050	0
Supply/Material-Professional	105,165	113,750	0	113,750	0
Food and Clothing	852,396	1,012,400	0	1,012,400	0
Bldg, Ground, Maintenance	209,932	188,851	5,600	194,451	0
Miscellaneous Supplies	140,817	156,700	0	156,700	0
Office Supplies	62,550	55,350	0	55,350	0
Postage	8,011	7,000	0	7,000	0
Printing	7,415	7,600	1,900	9,500	0
IT Equip Under \$5,000	72,981	41,500	54,000	95,500	0
Other Equip Under \$5,000	118,595	47,800	30,550	78,350	0
Office Equip & Furn Supplies	13,149	3,500	0	3,500	0
Utilities	935,268	1,000,000	0	1,000,000	0
Insurance	32,775	37,400	0	37,400	0

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Budget Request
Rentals/Leases-Equip & Other	9,440	14,000	0	14,000	0
Rentals/Leases - Bldg/Land	3,981	5,000	0	5,000	0
Repairs	71,085	84,800	14,000	98,800	0
IT - Data Processing	90,092	92,000	23,000	115,000	0
IT - Communications	74,917	76,000	0	76,000	0
IT Contractual Srvcs and Rprs	32,786	194,950	6,650	201,600	0
Professional Development	48,257	52,000	17,500	69,500	0
Operating Fees and Services	23,257	31,350	0	31,350	0
Fees - Professional Services	616,106	601,500	(5,000)	596,500	0
Medical, Dental and Optical	785,570	1,401,900	(251,050)	1,150,850	0
Total	4,475,722	5,408,851	(102,850)	5,306,001	0

Operating Expenses

General Fund	1,188,618	491,352	103,375	594,727	0
Federal Funds	0	0	0	0	0
Special Funds	3,287,104	4,917,499	(206,225)	4,711,274	0
Total	4,475,722	5,408,851	(102,850)	5,306,001	0

Capital Assets

Land and Buildings	4,477	0	1,006,800	1,006,800	0
Other Capital Payments	453,384	550,840	55,703	606,543	0
Extraordinary Repairs	65,260	1,000,000	(917,000)	83,000	930,225
Equipment Over \$5000	57,023	47,700	(11,000)	36,700	0
Motor Vehicles	0	23,500	36,500	60,000	0
IT Equip/Sftware Over \$5000	25,364	73,875	(73,875)	0	0
Total	605,508	1,695,915	97,128	1,793,043	930,225

Capital Assets

General Fund	69,001	1,121,000	(319,840)	801,160	930,225
Federal Funds	0	0	0	0	0
Special Funds	536,507	574,915	416,968	991,883	0
Total	605,508	1,695,915	97,128	1,793,043	930,225

Capital Construction Carryover

Travel	85	0	0	0	0
Supplies - IT Software	12,948	0	0	0	0
Food and Clothing	14,150	0	0	0	0
Bldg, Ground, Maintenance	7,159	0	0	0	0
Miscellaneous Supplies	3,700	0	0	0	0

REQUEST DETAIL313 Veterans Home
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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Budget Request
Other Equip Under \$5,000	63,025	0	0	0	0
Office Equip & Furn Supplies	91,034	0	0	0	0
Repairs	7,700	0	0	0	0
Operating Fees and Services	566	0	0	0	0
Fees - Professional Services	194,301	0	0	0	0
Land and Buildings	507	0	0	0	0
Other Capital Payments	249,504	589,281	(589,281)	0	0
Extraordinary Repairs	148,222	0	0	0	0
Equipment Over \$5000	15,314	0	0	0	0
Grants, Benefits & Claims	0	205,000	(205,000)	0	0
Total	808,215	794,281	(794,281)	0	0
Capital Construction Carryover					
General Fund	740,811	794,281	(794,281)	0	0
Federal Funds	29,475	0	0	0	0
Special Funds	37,929	0	0	0	0
Total	808,215	794,281	(794,281)	0	0
Shop Addition					
Land and Buildings	0	788,200	(788,200)	0	0
Total	0	788,200	(788,200)	0	0
Shop Addition					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	788,200	(788,200)	0	0
Total	0	788,200	(788,200)	0	0
New Veterans Home					
Bldg, Ground, Maintenance	324	0	0	0	0
Operating Fees and Services	322	0	0	0	0
Fees - Professional Services	58,853	0	0	0	0
Other Capital Payments	0	16,314	(16,314)	0	0
Extraordinary Repairs	256,186	0	0	0	0
Total	315,685	16,314	(16,314)	0	0
New Veterans Home					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0

REQUEST DETAIL

313 Veterans Home
Biennium: 2015-2017

Bill#: HB1007

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Budget Request
Special Funds	315,685	16,314	(16,314)	0	0
Total	315,685	16,314	(16,314)	0	0

Funding Sources

General Fund	6,232,082	8,516,633	(684,230)	7,832,403	930,225
Federal Funds	29,475	0	0	0	0
Special Funds	13,963,531	16,519,991	(778,063)	15,741,928	0
Total Funding Sources	20,225,088	25,036,624	(1,462,293)	23,574,331	930,225

CHANGE PACKAGE SUMMARY

313 Veterans Home
Biennium: 2015-2017

Bill#: HB1007

Date: 12/23/2014

Time: 12:39:04

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-B 1 Toolcat		0.00	0	0	28,000	28,000
A-B 10 Administrator's House		0.00	0	0	880,000	880,000
A-B 13 Irrigation		0.00	0	0	83,000	83,000
A-B 2 Bobcat Broom		0.00	0	0	6,500	6,500
A-B 3 Toro Mower		0.00	0	0	10,000	10,000
A-B 4 Dishwashers		0.00	0	0	24,000	24,000
A-B 5 Utility Vehicle		0.00	0	0	22,000	22,000
A-B 6 NuStep		0.00	0	0	6,200	6,200
A-B 7 Patient lifts		0.00	261,660	0	0	261,660
A-B 9 Resident Workshop Construction Increase		0.00	0	0	126,800	126,800
A-E 1 Remove prior biennium capital		0.00	(142,000)	0	(71,200)	(213,200)
A-E 2 Remove prior biennium demolition costs		0.00	(439,500)	0	(560,500)	(1,000,000)
A-E 3 Remove prior biennium workshop appropriation		0.00	0	0	(788,200)	(788,200)
A-E 4 Remove prior biennium new home appropriation		0.00	(794,281)	0	0	(794,281)
A-E 5 Remove prior biennium appropriation		0.00	0	0	(90,189)	(90,189)
Total One Time Budget Changes		0.00	(1,114,121)	0	(323,589)	(1,437,710)
Ongoing Budget Changes						
A-A 1 IT - Data Processing		0.00	12,275	0	10,725	23,000
A-A 10 Printing		0.00	0	0	1,900	1,900
A-A 12 Bond and Interest		0.00	0	0	344,883	344,883
A-A 13 Decrease in expenses		0.00	0	0	(264,450)	(264,450)
A-A 14 Professional Development		0.00	0	0	17,500	17,500
A-A 2 IT Equipment under \$5,000		0.00	0	0	54,000	54,000
A-A 3 Professional services increase		0.00	45,000	0	0	45,000
A-A 4 Building, grounds, vehicle maintenance supplies		0.00	15,000	0	4,000	19,000
A-A 5 Equipment under \$5,000 decrease		0.00	0	0	(5,850)	(5,850)

CHANGE PACKAGE SUMMARY

313 Veterans Home
Biennium: 2015-2017

Bill#: HB1007

Date: 12/23/2014

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
A-A 6 Increase in expenses		0.00	5,000	0	9,000	14,000
A-A 7 Increased equipment needs		0.00	26,100	0	10,300	36,400
A-A 8 Professional services decrease		0.00	0	0	(50,000)	(50,000)
A-A 9 IT Contractual services increase		0.00	0	0	6,650	6,650
A-F 1 Remove prior biennium bond and interest		0.00	0	0	(408,840)	(408,840)
Base Payroll Change		0.00	326,516	0	(184,292)	142,224
Total Ongoing Budget Changes		0.00	429,891	0	(454,474)	(24,583)
Total Base Budget Changes		0.00	(684,230)	0	(778,063)	(1,462,293)
<u>Optional Budget Changes</u>						
One Time Optional Changes						
A-D 2 Bridge	1	0.00	930,225	0	0	930,225
Total One Time Optional Changes		0.00	930,225	0	0	930,225
Total Optional Budget Changes		0.00	930,225	0	0	930,225

BUDGET CHANGES NARRATIVE

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Change Group: A	Change Type: A	Change No: 1	Priority:
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IT - Data Processing

ITD fees for next biennium. Budget calculated by multiplying the number of connections and services we have times ITD's rates for the 2015-2017 biennium. Increase due to the higher number of computer connections needed for the electronic health records system.

Change Group: A	Change Type: A	Change No: 2	Priority:
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IT Equipment under \$5,000

Based upon ITD's recommended replacement plan for computer workstations. This will replace 27 workstations, 12 laptop computers and 17 tablets. Increased cost due to the increased number of computers needed for the new building and the electronic health records system.

Change Group: A	Change Type: A	Change No: 3	Priority:
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Professional services increase

Budget for professional services was underestimated for the 2013-2015 biennium. Expenses expected to remain constant for 2015-2017 biennium.

Change Group: A	Change Type: A	Change No: 4	Priority:
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Building, grounds, vehicle maintenance supplies

Increase in expenses due to warranty expirations and increased equipment repairs.

Change Group: A	Change Type: A	Change No: 5	Priority:
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Equipment under \$5,000 decrease

Decreased equipment needs for the 2015-2017 biennium.

Change Group: A	Change Type: A	Change No: 6	Priority:
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Increase in expenses

Increase in repair and maintenance services as equipment is aging and initial warranties are expiring.

Change Group: A	Change Type: A	Change No: 7	Priority:
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Increased equipment needs

Increased equipment needs as well as replacement of older equipment.

Change Group: A	Change Type: A	Change No: 8	Priority:
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BUDGET CHANGES NARRATIVE

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Professional services decrease

Budget for primary care expenses lower than anticipated.

Change Group: A	Change Type: A	Change No: 9	Priority:
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IT Contractual services increase

Yearly service and maintenance expenses for the It's Never 2 Late system and TelAgenda digital display system.

Change Group: A	Change Type: A	Change No: 10	Priority:
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Printing

Increase in expenses for printing and mailing our semi-annual newsletter.

Change Group: A	Change Type: A	Change No: 12	Priority:
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Bond and Interest

Bond and interest payments for the 2015-2017 biennium.

Change Group: A	Change Type: A	Change No: 13	Priority:
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Decrease in expenses

Decrease in projected expenses for the 2015-2017 biennium.

Change Group: A	Change Type: A	Change No: 14	Priority: 1
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Professional Development

Adding funding to our budget to cover tuition reimbursements for several departments. The primary need being for nursing as North Dakota State College of Science has recently started a program for nursing that can be completed in Oakes, ND and many of our staff are planning to enroll.

Change Group: A	Change Type: B	Change No: 1	Priority: 1
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Toolcat

Funding would allow us to replace our existing 2009 Toolcat, which has approximately 3,000 hours. The toolcat is a universal piece of equipment that is used for snow removal, moving equipment, unloading trucks, digging holes etc.

Change Group: A	Change Type: B	Change No: 2	Priority: 1
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Bobcat Broom

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Funding would allow us to replace our 2007 Bobcat angle broom. The broom is used year around for snow removal as well as cleaning roads and parking lots.

Change Group: A	Change Type: B	Change No: 3	Priority: 1
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Toro Mower

Funding would purach a Toro Z5000 Pro EFI mower, model #74930.

Change Group: A	Change Type: B	Change No: 4	Priority: 1
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Dishwashers

Funding would purchase 4 under the counter front-opening dishwashers to replace existing dish machines.

Change Group: A	Change Type: B	Change No: 5	Priority: 1
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Utility Vehicle

Funding would allow us to replace our 2005 Bobcat utility vehicle. The utility vehicles are used daily for a wide variety of tasks including hauling, spraying, and sanding roads.

Change Group: A	Change Type: B	Change No: 6	Priority: 1
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NuStep

Recumbant cross trainer for therapy. Most widely used piece of equipment in the therapy department.

Change Group: A	Change Type: B	Change No: 7	Priority:
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Patient lifts

Funding would cover the costs to install ceiling lift track systems in 20 rooms and provide 10 lift motors. Due to financial limitations we were only able to install ceiling lifts in 14 rooms when the new veterans home was built. Besides installing them in therapy and other critical areas we would like to install lift systems in additional resident rooms as we are seeing an increased need for them and would like to avoid moving residents to other rooms to accomodate those that need them more.

Change Group: A	Change Type: B	Change No: 9	Priority:
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Resident Workshop Construction Increase

Increase in construction costs for resident workshop. We received appropriation authority in the 2013-2015 biennium for a resident workshop but we were unable to start construction since our mineral royalties are significantly less than anticipated. Costs to build in the 2015-2017 biennium have increased.

Change Group: A	Change Type: B	Change No: 10	Priority: 1
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Administrator's House

BUDGET CHANGES NARRATIVE

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Funding would build a 4,000 sq. ft., one level home on the veterans home grounds. The existing home is over 100 years old and is in very poor condition. The existing home has structural deterioration, inadequate and antiquated electrical, plumbing and heating systems, no insulation and needs new windows and roofing.

Change Group: A	Change Type: B	Change No: 13	Priority:
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Irrigation

Funding would provide irrigation for two sections of land that we were not able to complete previously due to budget constraints. It also includes tying the existing system with the new system so they function as one.

Change Group: A	Change Type: D	Change No: 2	Priority: 1
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Bridge

Funding would build a pedestrian bridge over the Sheyenne River, connecting the veterans home grounds to 7th Street. It would be a steel bridge approximately 200' x 100'. There are two grants available that, if received, could help fund up to \$450,000 of the cost. Main purpose of the bridge is resident safety.

Change Group: A	Change Type: E	Change No: 1	Priority: 1
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Remove prior biennium capital

Remove prior biennium capital assets.

Change Group: A	Change Type: E	Change No: 2	Priority: 1
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Remove prior biennium demolition costs

Change Group: A	Change Type: E	Change No: 3	Priority: 1
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Remove prior biennium workshop appropriation

Remove prior biennium appropriation for a resident workshop.

Change Group: A	Change Type: E	Change No: 4	Priority: 1
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Remove prior biennium new home appropriation

Change Group: A	Change Type: E	Change No: 5	Priority:
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Remove prior biennium appropriation

Remove prior biennium appropriation for lawsuit settlement with Foss Architecture & Interiors. The settlement agreement consisted of the Veterans Home paying Foss Architecture & Interiors \$205,000 and they had to pay the Veterans Home \$400,000.

Change Group: A	Change Type: F	Change No: 1	Priority: 1
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Remove prior biennium bond and interest

Remove prior biennium bond and interest appropriation.

Change Group: R	Change Type: A	Change No: 3	Priority:
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Salary Equity

Provides \$429,624 special fund authority for salary adjustments for targeted occupations.

Change Group: R	Change Type: A	Change No: 100	Priority:
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Executive Compensation Package Adjustment

This budget change provides funding for recommended 2015-17 compensation adjustments.

Change Group: R	Change Type: B	Change No: 1	Priority:
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Bridge

Provides \$930,225 federal and special fund authority for a pedestrian bridge to enable residents to safely cross over the Sheyenne River when heading to town.

Change Group: R	Change Type: B	Change No: 2	Priority:
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Remove Administrator's House

Removes \$880,000 special funding for construction of a new administrator's house.