



North Dakota Long Term Care Association
Board Meeting
Tuesday, July 27, 2023
3:30pm – 6:00pm
Chase on the Lake, Walker MN

1. CALL TO ORDER

Chair, Cindy Tredwell, called the meeting of the North Dakota Long Term Care Association Board to order at 3:30pm on Tuesday, July 27, 2023.

2. ROLL CALL

Carol Ternes took roll call.

MEMBERS PRESENT:

Cindy Tredwell	Jill Foertsch
Amy Kreidt	Jac McTaggart
Rick Regner	Stephanie Edland
Kiara Tuchscherer	Trevor Tompkins
Belinda Moen	Kaylene Kitelinger

OTHERS PRESENT:

Shelly Peterson, NDLTCA President
Peggy Krikava, Education Director
Carol Ternes, Executive Assistant
Casidie Fladeland, Education Assistant
Reier Thompson, Chair, NDLTCA-PAC

3. CALL FOR OTHER BUSINESS

Cindy called for other business and there was none.

4. ANTITRUST AND CONFLICT OF INTEREST POLICY

Cindy asked all present to read the Antitrust and Conflict of Interest Policy. No questions or comments regarding policy were asked.

5. APPROVAL OF THE MAY 2, 2023 MINUTES

Cindy called for approval of the May 2, 2023 minutes.

**MOTION: REGNER/MCTAGGART MOVED AND SECONDED TO APPROVE THE MAY 2, 2023 MINUTES.
100% YEAS. 0 NAYS. MOTION CARRIED.**

6. BOARD UPDATE

- Cindy welcomed and introduced Kaylene Kitelinger, Region IV Director.
- Cindy informed the board that Nikki Grebel, Assisted Living Director-At-Large, has resigned from her position and is no longer working in long term care.
- Board discussed appointment of several members for this position.

**MOTION: KREIDT/MCTAGGART MOVED AND SECONDED TO APPROVE BOARD CHAIR APPOINT JOYCE LINNERUD FOWLER AS ASSISTED LIVING DIRECTOR-AT-LARGE.
100% YEAS. 0 NAYS. MOTION CARRIED.**

Board reviewed list of upcoming board elections.

7. INTRODUCTION OF EDUCATION ASSISTANT

Shelly introduced Casidie Fladeland as our newest employee. Casidie recently joined the Association as the Education Assistant.

8. PRESIDENT SEARCH COMMITTEE UPDATE

Cindy moved this discuss to the bottom of the agenda to be discussed with board members only.

9. LONG TERM CARE APPOINTMENT TO STATE HEALTH COUNCIL

Shelly reviewed the duties of the State Health Council.

- Seven members appointed for a three year term
- Each entity submits the name of one individual to represent the entity

The board discussed who would represent long-term care facilities. Cindy Tredwell was mentioned as a name to represent. Cindy accepted and will represent long-term care facilities for the State Health Council.

10. 2023 YEAR TO DATE FINANCIALS

Shelly reviewed the June 2023 financial.

- Peggy and Shelly recently met with accounting firm regarding improvements/changes we would like to see. Hoping that we will see an improvement.
- Financial report in the future will include the annual budget.

**MOTION: EDLAND/MOEN MOVED AND SECONDED TO APPROVE JUNE FINANCIALS.
100% YEAS. 0 NAYS. MOTION CARRIED.**

11. BUILDING SECURITY UPDATE

Shelly updated the board on the building security.

Window tinting on East windows and basement of West windows has been completed. Outside cameras have been installed.

The board had approved up to \$15,000 for these improvements at the March 23rd board meeting. Currently \$1,966.98 has been spent.

Due to the structure of the current deck, the city would not issue a permit to add stairs. Shelly provided bids for replacement of deck with stairs.

MOTION:MCTAGGART/FOERTSCH MOVED AND SECONDED TO APPROVE ADDITIONAL EXPENSE FOR 12X12 MAINTENANCE FREE DECK WITH STAIRS.

100% YEAS. 0 NAYS. MOTION CARRIED.

12. 2024 PROPOSED ASSOCIATION BUDGET

Shelly informed the board the draft proposed budget will be presented at the September board meeting. AHCA/NCAL has announced 3% dues increase for 2024. Board discussion on dues increase for the Association members. The Budget Committee will meet and review budget needs and bring forth a budget proposal in September 2023.

13. ALLAN B. ENGEN NURSE SCHOLARSHIP

Shelly updated the board members on the state grant. The limit per person is \$1,000 annually. Grant funds need to be distributed by July 31, 2024. Fun Run event raised \$4,713.50. Shelly proposes using \$4,000 of the money raised from the Fun Run be added to a \$1,000 scholarship from the state grant to award one \$5,000 scholarship.

MOTION:REGNER/TOMPKINS MOVED AND SECONDED TO APPROVE \$4,000 FROM ANNUAL FUN RUN BE ADDED TO \$1,000 STATE FUNDS TO AWARD ONE \$5,000 SCHOLARSHIP.

100% YEAS. 0 NAYS. MOTION CARRIED.

14. FRANK WEDGE 2024 NEW APPLICATION CYCLE

New application cycle January 1, 2024 – March 31, 2024

Shelly discussed increasing the \$10,000 memorial fund. The board agreed to keep funds at \$10,000 per facility. Current guidelines remain the same.

15. NORTH DAKOTA DEPT OF HEALTH – EMERGENCY PREPAREDNESS GRANT JULY 1, 2023 – JUNE 30, 2024

Board reviewed the current grant award, July 1, 2023 – June 30, 2024, \$84,636 for Vanessa's position. Previous year grant, July 1, 2022 has been extended to December 31, 2023 for remaining funds to be used.

16. EDUCATION REPORT

Peggy Krikava, Education Director provided an update.

- We have 67 registered for this year.
- The Administrator's Conference is helped financially by our Platinum and Gold Level Sponsors. Thursday evening is the "Cocktails and Conversations with Sponsors" event at the Green Scene & Eatery. Hope you will be able to attend and visit and thank these sponsors.
- AAPACN RAC-CT Workshop August 8-10 at the Baymont Inn/Suites, Mandan
- Mastermind 8-week Webinar Series August 10-September 28
- Fall Conference September 25-28, registration will be up soon
- Quality Award winners will be recognized at the opening keynote
- Quality Award Bronze Workshop will be available on Monday September 25th at the Fall Conference.
- Quality Award Silver Workshop will be available virtual August 10 – August 31

17. NDLTCA-PAC UPDATE

Reier Thompson, committee chair, discussed Wednesday's events. Annual golf tournament will be held at Tianna Country Club for all golfers. New this year for the nongolfers, Painting on the Patio. The day will conclude with music and a Pig Roast dinner starting at 6pm at the Tianna Country Club cooked by our very own Tim Kennedy.

Governor Burgum, candidate for President is hosting a reception in Washington, DC. Donation to the Republican Campaign was discussed.

Board discussed AHCA PAC Concert Event. As in past years, the NDLTCA-PAC will pay for anyone who wishes to attend the event.

Chair Cindy Tredwell adjourned the meeting for all non-board members at 5:20pm. Board members continued meeting with discussion on recommendation offer for the Association President candidate.

Respectfully submitted,

Tim Kennedy, Secretary/Treasurer

Board met in Executive Session and approved an offer and compensation package to be made to new President. Motion passed unanimously.