



North Dakota Long Term Care Association  
Board Meeting  
Wednesday, March 20, 2024  
1:00pm – 3:00pm  
1900 N 11<sup>th</sup> Street Bismarck, ND  
OR  
Virtual

**1. CALL TO ORDER**

Chair, Amy Kreidt, called the meeting of the North Dakota Long Term Care Association Board to order at 1:03pm on Wednesday, March 20, 2024.

**2. ROLL CALL**

Richard Regner, Secretary/Treasurer took roll call.

**MEMBERS PRESENT:**

Amy Kreidt	Jill Foertsch (Virtual)
Tim Kennedy (Virtual)	Joyce Linnerud Fowler (Virtual)
Richard Regner	Jac McTaggart (Virtual)
Kiara Tuchscherer (Virtual)	Trevor Tompkins (Virtual)
Kaylene Kitelinger	Belinda Moen (Virtual)
Blake Kragnes (Virtual)	Tonie Stoen (Virtual)

**OTHERS PRESENT:**

Nikki Wegner, NDLTCA President  
Peggy Krikava, Education Director  
Carol Ternes, Executive Assistant  
Vanessa Raile, Director of Emergency Planning  
Casidie Fladeland, Education Assistant

**3. CALL FOR OTHER BUSINESS**

Amy called for other business. Nikki added property tax coalition to the agenda.

**4. ANTITRUST AND CONFLICT OF INTEREST POLICY**

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

5. **2023 YEAR END FINANCIALS/ACCOUNTING UPDATE**

Nikki reviewed the December 2023 year-end financials. Financials include previous year comparison.

Vaaler Insurance provided a summary of each insurance plan the Association has. The board reviewed the building value insured at \$574,000 value. Board members recommended we have the value increased.

**MOTION: KENNEDY/TOMPKINS MOVED AND SECONDED TO APPROVE THE DECEMBER 2023 FINANCIALS. 100% YEAS. 0 NAYS. MOTION CARRIED.**

6. **STRATEGIC PLANNING**

Amy and Nikki met with Threshold LLC, regarding facilitating the Association strategic planning. Discussion on when to have the meeting as it is expected to take a few hours. The decision was agreed to have the meeting July 23<sup>rd</sup> at Chase on the Lake during the Summer Administrator Conference.

7. **EDGEWOOD VISTA – MEMBERSHIP FEEDBACK**

Nikki discussed the ongoing conversation with Edgewood Representative regarding membership with the Association. Carol presented a spreadsheet of all corporate facilities including their locations. Spreadsheet listed yearly discount ranging from 1% to 10%. The board discussed and decided against the idea of a discount to corporate facilities as an incentive for Edgewood to rejoin. Board members feel the value of membership is a great value. The Association focus is all facility bed levels, assisted living, basic care and skilled nursing homes. The basic care payment system is a current priority as well as if the state chooses to regulate assisted living.

8. **ASSISTED LIVING/BASIC CARE ENGAGEMENT LAWS**

Nikki asked the board if there is more that they feel she should be doing to provide value to AL and BC members, in addition to the AL/BC Networking sessions. The AL and BC members pay less in dues and the board agreed that the proportion of service is appropriate to the levels of care.

9. **ASSISTED LIVNG/BASIC CARE STUDY UPDATE**

Nikki and other board members provided an update that another meeting has been scheduled to address the BC payment system on Monday, March 25<sup>th</sup>.

10. **EDUCATION REPORT**

Peggy Krikava, Education Director, was not in attendance at the meeting but provided the following update:

- Convention (Brochure)
  - Planning is coming together
  - Registration is live.
  - Early bird is Monday, March 25.

- We will recognize the Board members at the opening keynote on Wednesday, May 8 at 3:15 p.m. We will have a reserved chairs for you on the north side of Hall A. Once the national anthem is done, Carol will help you line up in the order you will be called. You will come on stage as you are called and stay on the stage until we take a group photo.
  - Gala/Social dinner on Wednesday will be at Sixteen03
  - Theme Hospitality and Dance on Thursday will be at the Radisson
  - Expo will be held all day on Wednesday. Please be sure to stop by the sponsor booths and thank them for their support. They really appreciate this recognition from the Board.
- Sponsorship – (attached listing)
    - **Currently the income should be as follows for 2024:**

7 Platinum Level Sponsors at \$9,000 =	\$ 63,000
11 Gold Sponsors at \$6,500 =	\$ 71,500
15 Bronze Sponsors at \$4,000 =	\$ 60,000
<b>Total Income:</b>	<b>\$194,500</b>
<b>Total Budget:</b>	<b>\$184,000</b>
<b>Excess</b>	<b>\$10,500 😊</b>

## 11. EMERGENCY PREPAREDENSS UPDATE

Vanessa Raile, Director of Emergency Planning, was not in attendance at the meeting but provided the following update:

**Life Safety Bootcamp** (Seminar/Conference) on Wednesday and Thursday, 4/10 & 4/11, from 9:00 AM – 4:00 PM, as of 3/12 has 43 SNF of 79 employees = **57% of SNFs** and 9 Basic Care facilities of 11 employees. Seven from ND HHS Life Safety & Construction will also be attending. They stated they planned on attending rather than only come to a one-hour panel discussion to answer state specific questions. They were given Member rates and registered in the Early Bird timeframe. I have sent emails to the SNF & Basic Care administrators encouraging sending staff for this training as many new environmental services and maintenance staff have asked for this type of training. If you have not registered some of your staff, you still have time to get Early Bird pricing. **EB ends 3/25**. Hotel block discount ended 3/19.

**50 Additional \$250 One-Time Awards** are available for a total \$12.5k from the ND HHS redirected COVID monies. This is a great opportunity to provide an incentive to your employees to take the Project Firstline Reservoirs Training for Infection Prevention/Control. This is only for CNA, front office staff, dietary, housekeeping, environmental services, maintenance, activities, other frontline staff. The monies need to be requested from the state by 5/10. End date of the program will **be 5/1 or when the last of the 50 completion certificates have been received**. The ND HHS and CDC were very happy with the response to the program and that is how we were able to get the additional redirected monies! *(Maybe our great response will help us in the future as we have proved we can mobilize those to take the training with offered incentives! Thank you for your help in doing so!)*

**HEPA Device & Filter 5k grants still available.** As of 3/5, Robert from ND HHS who is coordinating the project said there was lots of money remaining! These grants are available for SNF, BC and AL! Please consider applying if you have not done so. Link is on the first page of the NDLTCA website under news. *Devices and/or filters must be purchased by 4/19.*

**Emergency Preparedness Sessions at NDLTCA Annual Spring Convention 2024.**

- a. Spring Flooding tabletop Exercise that you can take back and run through with your leaders/staff. When you conduct the scenario at your facility and complete the AAR/IP, you can use this as your tabletop exercise for the rolling calendar year. – ND HHS EPR Unit staff
- b. Planning A full scale exercise – Sherry Adams from SWHD will be presenting this great planning session. Takes you through the steps on how to plan, execute and follow up.
- c. Hands On HC Standard Resident Tracking, Mobile App and other HC standard training – Training staff how to enter, scan and upload information. – This is a revised training than what has been offered previously – ND HHS EPR unit staff (*3 Sessions with a limit of 30 participants each*)

1. **Incident Command System Training.** Sherry Adams from SWHD is teaching ICS training in Bismarck on Monday – **Thursday, May 20<sup>th</sup> – 23<sup>rd</sup>**. This in person training is for those leaders in your facility that would be participating in or have a role in the facility Emergency Operations Center. These are 4 full days of training.  
*(Prerequisite of ICS 100, 200, 700 and 800 must be taken online before eligible to take this onsite training)*

**12. APPROVAL OF THE JANUARY 31, 2024 MINUTES**

Amy called for approval of the January 31, 2024 minutes.

**MOTION: KENNEDY/KRAGNES MOVED AND SECONDED TO APPROVE JANUARY 31, 2024 MINUTES.**

**100% YEAS. 0 NAYS. MOTION CARRIED.**

**13. OTHER BUSINES**

Nikki informed the board we have been asked to join the property tax reform coalition that is working to abolish property tax. The board discussed and decided since the majority of our members are non-profit and don't pay property tax, the Association would have a neutral stance.

Meeting adjourned at 2:17pm.

Respectfully submitted,

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Richard Regner, Secretary/Treasurer