



North Dakota Long Term Care Association
Board Meeting Minutes
Wednesday, December 11, 2024
10:00am – 1:00pm
Radisson Hotel, Bismarck, ND

1. Call to Order

Chair, Amy Kreidt, called the board meeting of the North Dakota Long Term Care Association Board to order at 10:04am on Wednesday, December 11, 2024.

Welcome & Introductions –

- Introduced new Regional Directors to the Board –
 - Deb Fraser – Region II
 - Brittany Ness – Region VI
- Congratulations to Kaylene Kitelinger on being re-elected for Region IV

2. Roll Call

Rick Regner, Secretary/Treasurer and Stacy Irey, Office Manager NDLTCA, took roll call. We do have a quorum

Members Present:

Stephanie Edland – TEAMS
Deb Fraser (incoming board member)
Tim Kennedy - TEAMS
Blake Kragnes
Amy Kreidt
Joyce Linnerud Fowler
Jac McTaggart
Belinda Moen
Brittany Ness (incoming board member)
Richard Regner
Tonie Stoen - TEAMS
Trevor Tompkins
Kiara Tuchscherer

Others Present:

Nikki Wegner, NDLTCA President
Erica Cermak, VP of Government Affairs
Peggy Krikava, Education Director

Vanessa Raile, Emergency Preparedness
Stacy Irej, Office Manager
Anne Stoll, Eide Bailly TEAMS

3. Call for other business

The following Legislative Committee recommendations will be brought to a vote at the Membership Meeting on Dec. 11, 2-24 at 1:30pm.

- Basic Care:
 - Implement a True Annual Inflation on Prior Allowable Costs
 - Expand the 3% Operating Margin Across All Rate Components (Excluding Property)
 - Continue the \$5/Day Add-On for Basic Care
 - Specialized Basic Care/Adult Residential
- Nursing Facilities:
 - Support for rate recalculation for 2026.
 - Admin code changes to NF Rate Setting, related to property
 - Bed Management System for Geropsychs
 - NF loan guarantee program and LTC revolving loan fund bills
 - Guardianship bill
 - Governor Armstrong requested our support

MOTION TO APPROVE THE ABOVE RECOMMENDATIONS TO NOW BE BROUGHT TO VOTE BY MEMBERSHIP BY JAC MCTAGGART/2ND BY BELINDA MOEN.

100% YEAS. 0 NAYS. MOTION CARRIED.

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. Sept. 23, 2024 MINUTES

MOTION TO ACCEPT THE MINUTES BY BLAKE KRAGNESS/2ND BY TREVOR TOMPKINS.100% YEAS. 0 NAYS. MOTION CARRIED.

6. 990 Report of the Association by Anne Stoll, Eide Bailly

- IRS update – Energy & ERC
 - Will facilities accrue interest? – Yes
 - Anne will send a report on approvals of ERC.
- 990 – no change in forms
 - Association – no major changes, similar to last year
 - 10% increase in revenue, expenses did increase as well
 - Schedule J – compensation over \$150K
 - Schedule O –Add the Strategic Plan on next year's.
 - Page 6 – Policies, conflict of interest, whistleblower, document destruction, compensation
 - Financials – revenues are broken down, excluded from this are the investments
- **Operational Standpoint –**

Review the by-laws to determine whether the budget requires membership approval or can be approved by the board.

MOTION TO APPROVE THE 2023 990 REPORT BY TIM KENNEDY/2ND BY JAC MCTAGGART.

100% YEAS. 0 NAYS. – MOTION CARRIED.

**NDLTCA Board meeting recessed for Lunch at 11:15am.
Reconvened at 11:48am.**

7. 2024 Year to Date Financials

Stacy Irej provided financials report.

- Peggy went through the Education portion
- Increase in sponsorships under Education.
- Payroll – transition.
- Legislative - \$10,000 for Keep it Local campaign.

MOTION TO ACCEPT THE FINANCIALS BY JAC MCTAGGART/2ND BY BELINDA MOEN.100% YEAS. 0 NAYS. MOTION CARRIED.

8. Montana Providers

- Some Montana providers have reached out wanting access to ACHA and NCAL through us as a “member”
- Want to know if they can and what membership fee would be.
- Nikki will reach out to SD and IA as they are taking them.
- Discussion if we create a new member level? Checked By-laws and it specifically states ND facilities. Would need to make changes to the By-laws.

Discussion was had on Edgewood. They shared data with Nikki. Edgewood facilities in other states are members of state associations.

9. Distinguished Service Award

- Nominations on the floor were for Dan Kelly, Randy Peterson and Kathy Laxdahl.
- This award is for someone who has done great work for LTC and went above and beyond.

MOTION TO AWARD THE DISTINGUISHED SERVICE AWARD TO DAN KELLY BY TIM KENNEDY/2ND BY RICK REGNER. 100% YEAS. 0 NAYS. MOTION CARRIED.

10. NDHA Proposal

- HSI solutions had presented a proposal for a three-year partnership with NDLTCA, starting January 1, 2025. They’re increasing their sponsorship commitment to Platinum, \$9,000 annually while also introducing a revenue-sharing model that could bring meaningful financial benefits to our organization. This includes sharing 3% - 8% depending on different scenarios of members doing business with HSI.

(Their GPO, in partnership with Vizient, offers access to an extensive portfolio of contracts and innovative programs designed to save member facilities money—particularly in food and nutrition. Members would also have flexibility with dual sourcing options through U.S. Foods and Sysco, a concern they’ve addressed directly.

- Additionally, their Strategic Business Partner Program (SBPP) includes ten carefully vetted vendors, focusing on high-priority areas like workforce, IT, and cybersecurity—areas our members need support in. They’ve reassured us that partnering with them won’t restrict our members' choices in GPOs or vendors, members will ultimately choose who they want to do business with.
- This proposal essentially formalizes what we already offer to platinum sponsors, with the added bonus of revenue sharing. It’s a great opportunity to enhance member value while strengthening our financial footing. This partnership could be a big win for NDLTCA, and we recommend moving forward.

MOTION TO MOVE FORWARD WITH HIS PARTNERSHIP WITH NO ENDORSEMENT AND INCLUSIVITY BY TREVOR TOMPKINS/2ND BY JAC MCTAGGART. 6 YEAS. 2 NAYS. MOTION CARRIED.

11. Emergency Preparedness Update

- **Facility Visits in 2024**
 - Visited ~50 facilities for tours and leadership meetings.
 - Plans for 2025: Complete SNF visits, then move to Basic Care and Assisted Living facilities.
 - Intends to attend facility exercises; requests notification of upcoming exercises.
- **Grant Funding Success**
 - Secured \$99K grant from UND Center for Rural Health to review Emergency Operation Plans.
 - Funding to cover ~45 facilities, with estimated costs per visit of \$1,700-\$2,500.
 - Program rollout expected in January 2025 via an application process for all facility types.
- **New Emergency Software**
 - State replacing HC Standard with ReadyOP software (mass communication, bed availability, resident tracking).
 - Rollout: January-March 2025. Updates to be discussed on the HPP Call (12/31/24, 11:00 AM).
- **Spring Convention 2025 – Emergency Preparedness Sessions**
 - **Wednesday Morning:** Tabletop workshop to plan, write, and facilitate tabletop discussions, including creating an AAR/IP package.
 - **Wednesday Afternoon:** ReadyOP overview (repeated Thursday).
 - **Thursday/Friday:** Sessions by Kenn Daily on life safety compliance and emergency preparedness (food & water).
- **Emergency Preparedness (EP) Survey**
 - Survey to be sent out to assess EP needs for 2025.
- **Workforce Development Efforts**
 - Collaborating with Workforce Committee on recruitment, retention, and team development through high school programs and apprenticeships.

Looking Ahead

- Continued commitment to addressing emergency preparedness needs in 2025.
- Requests notification of full-scale community-based exercises.

12. Education Report

- 2024 Education Financials
 - Ended with a net revenue of \$148,737
- 2025 Education
 - Annual Convention – May 6-9, 2025 “Blazin Trails in Quality”
 - Administrator’s Conference – July 22-25, 2025, Walker, MN
 - Fall Conference – September 22-26, 2025, Holiday Inn, Fargo
 - New Managers Bootcamp – May 6, 2025, Radisson (Pre-Convention)
 - Proactive Webinar Series (opt out at any time. Need 12 to cover cost)
 - Survey Smart: LTC Deficiency Trends & Solutions – 12 month
 - Reducing Litigation Risk for SNF & AL – 12-month
 - Secrets to Great Department Heads – 8-Weeks (March-May)
 - Capturing Accurate Reimbursement – 6-Weeks (July – Aug)
 - Survey Prep & Post-Survey Elements 8-Weeks (Aug – Oct)
- 2024 Sponsor Program:
 - Sponsorship fees will stay the same
 - Platinum \$9,000, Gold \$6,5000, Bronze \$4,000
 - Budgeted for 7 Platinum, 11 Gold and 16 Bronze (2024 – 8 Platinum, 12, Gold, 17 Bronze)
 - Renewals are coming in
 - 4 Platinum
 - 7 Gold
 - 7 Bronze
- 2025 Associate Membership
 - Membership Fee will stay the same
 - \$375 regular, \$175 individual, \$725 Expanded
 - Budgeted for 4 Individual, 63 Regular, 2 Expanded (2024 – 2 Expanded, 62, Regular, 2 Individual)
 - Renewals are coming in

18. Other Business

19. Adjourn

Meeting adjourned at 1:28pm

Respectfully submitted,

Richard Regner, Secretary/Treasurer