



North Dakota Long Term Care Association  
Board Meeting  
Monday, September 23, 2024  
2:30pm – 4:30pm  
Holiday Inn, Fargo, ND

**1. Call to Order**

Chair, Amy Kreidt, called the board meeting of the North Dakota Long Term Care Association Board to order at 2:33pm on Monday, September 23, 2024.

**2. Roll Call**

Stacy Irely, Office Manager NDLTCA, took roll call.

**Members Present:**

Stephanie Edland  
Jill Foertsch  
Tim Kennedy  
Kaylene Kitelinger  
Blake Kragnes via TEAMS  
Amy Kreidt  
Joyce Linnerud Fowler  
Jac McTaggart  
Belinda Moen  
Richard Regner  
Tonie Stoen  
Trevor Tompkins  
Kiara Tuchscherer

**Others Present:**

Nikki Wegner, NDLTCA President  
Peggy Krikava, Education Director  
Vanessa Raile, Emergency Preparedness  
Stacy Irely, Office Manager  
Reier Thompson, PAC Chair  
Kelly Cermak, Accountant via Teams

**3. Call for other business**

**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. July 23, 2024 MINUTES**

**Motion to accept the minutes by Stephanie Edland/2<sup>nd</sup> by Jac McTaggart  
100% YEAS. 0 NAYS. MOTION CARRIED.**

**6. 2024 Year to Date Financials**

Kelly Cermak provided financials via Teams.

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

**Motion to accept the financials by Kitelinger/Kennedy  
100% YEAS. 0 NAYS. MOTION CARRIED.**

**7. Strategic Plan Draft**

Nikki went over the Strategic Plan draft. Changes to the years making it 2025-2027 were made. 4 key areas were agreed upon.

**Motion to accept the FINAL draft by Kennedy/Foertsch.  
100% Yeas. 0 Nays. Motion carried.**

**8. Association Update**

- Staffing Mandate
  - We will find out more at the end of October - Attny General is to file Amicus Brief due Oct. 25
  - If possible, do facility tours with our legislators.
- Basic Care/Assisted Living Study
  - Guidehouse did presentation on the report. They gave 9 recommendations, very disappointing and concerning as none are addressing the payment issue. This study for Basic Care cost \$600,000. We will meet with Sara and Guidehouse on Oct. 2<sup>nd</sup>.
- NCAL's Dementia Care Training Position Statement
- Nurse Scholarship Update
  - 3 judges met to go through the 16 applications for the Allen B. Engen Nurse Scholarship and they all agreed on the 4-\$1,000 scholarships we could give out.
- Education Assistant position update
  - Casidie took another position at Basin Electric, her last day is 9/26/24. We will be posting this position soon.

**9. 2025 Board Election Update**

- Board elections that will take place at the September membership meeting. Secretary/Treasurer, Richard Regner and any others that are nominated.
- Region Directors in Region II, IV, and VI will be elected at upcoming regional meetings. Thank you for serving on the NDLTCA Board for two terms, Trevor Tompkins and Jill Foertsch. Kaylene will have finished Elicia's term at the end of this year and will be seeking re-election at our next regional meeting.

## 10. Distinguished Service Award

- i. Some names mentioned for this award were Randy Peterson, Tioga and Dan Kelly.
- ii. We will decide at the December Board meeting.

## 11. Emergency Preparedness Update

- Fall Conference – Three Sessions
  - Tabletop Exercise Training
  - HC Standard and HC Standard Resident Tracking Troubleshooting
  - Chaos to Clarity
- ND HHS EPR unit will have a booth at the Expo to answer any questions you many have.
- I will be attending the ACHA/NCAL National Convention in Orlando October 7<sup>th</sup> – 9<sup>th</sup>. Many EP sessions provided.
- Facility Visits. I spent July and August doing facility visits. During the visit, I took a tour of the facility and answered any questions regarding Emergency Preparedness from the leadership team.
  - I visited 62 licensed facilities at 42 locations. Of the 42 locations: it was 29 skilled nursing facilities with or without another level of care, 3 basic care only facilities, 6 assisted living only facilities and 4 combined BC & AL.
  - Since the end of May, I have visited a total of 100 licensed facilities at 72 locations.
  - I will probably complete some Bismarck/Mandan skilled nursing facilities with or without other service levels and maybe a day trip here or there before the end of the year.
  - Next year, I hope to visit the Basic Care and Assisted facilities plus any skilled nursing facilities that I did not get to this year or in 2023.
- The EP Contract for 2023-2024 was extended to 12/31/2024 so I am able to continue to use any leftover dollars from that. The 2024-2025 contract is the same budget. It has not increased since 2018. Each year, I am told that the budget may be decreased.
- The Maintenance/Environmental Services Mentorship program with the NDESA has drawn a lot of interest. I plan on giving an update on how many mentorships have been requested by the next board meeting

## 12. Education Report

- Budget – We are at an increase in convention and sponsorships and we are right on with the webinars.
- Offering Frontline Caregiver sessions in Bismarck and Fargo in October.
- Looking to provide some new education in the future ex. Admin 101, DON 101, HR training, etc.

## 13. NDLTCA-PAC Update

- Reier informed the board that at the last meeting in July we approved to donate money to legislators. 22/36 checks have been cashed.

- We have a balance of \$21,801.91
- Sponsored the registrants going to AHCA convention in Orlando to attend the National PAC event.
- Fall Conference event is a Poker Run and 1 Piano 2 Much Fun
- Looking at doing a 2025 Membership Drive – do a raffle to be entered for those that buy a membership. Start this in November and have it run December-May.

**14. Lobbyist contract and Government Affairs FTE discussion**

- Would like to discuss what we tabled at the last meeting with the hiring of a new FTE – Vice President of Government Affairs. We would also keep Shelly on a PT contract for consulting.

**MOTION to move forward with hiring a FTE – VP Government Affairs and keep Shelly on as a consultant by McTaggart/Edland.**

**100% Yeas. 0 Nays. Motion carried.**

**15. President evaluation**

**16. 2025 Association Proposed Budget**

- Rick went over the 2025 Budget Highlights
- We will have a 4% increase in dues - AHCA will be 2.8% increase

**MOTION to accept the 2025 Budget by Moen/McTaggart.**

**100% Yeas. 0 Nays. Motion carried.**

**17. Aaron Brennan – NDHA – Partnerships & Endorsement**

- HIS Solutions proposed a partnership to be able to give better pricing.
- The board wants to look at the proposal and come back to them with questions.

**18. Other Business**

**19. Adjourn**

Meeting adjourned at 5:28pm

Respectfully submitted,

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Richard Regner, Secretary/Treasurer