

Idaho Veterans Affairs Commission
 January 14, 2016 8:30 a.m. MST
 Idaho Division of Veterans Services HQ – Main Conference Room

Members: Commissioner H. Melvin Napier, Chairman
 Commissioner Leo Dub, Co-Chairman
 Commissioner Arthur L. Gimpel
 Commissioner John A. Spurny
 Commissioner Thomas Prewitt
 Commissioner David E. Brasuell, Executive Secretary; Administrator, IDVS
 Tracy Schaner, Deputy Administrator, IDVS
 Dan Claar, Human Resource Officer, IDVS
 Debbie Spence, Financial Manager, IDVS
 Randal Barnes, Administrator, ISVH – Boise
 Kenneth Shull, Administrator, ISVH – Lewiston
 Josiah Dahlstrom, Administrator, ISVH – Pocatello
 Bill Heyob, Director, Office of Veterans Advocacy
 James Earp, Director, Veterans Cemetery
 Kevin Wallior, Administrative Assistant II, IDVS

Guests:

I. ANNOUNCEMENTS:
 Meeting commenced at 8:25 AM

II. OLD BUSINESS:

Topic A.	Minutes of Last Meeting (10-16-14):
Information/Data Discussion:	Minutes were sent electronically to the Commissioners for review prior to this meeting. There were no changes offered.
Action/Decision/Conclusion:	8:25 AM PST Commissioner Dub made a motion to dispense with the reading of the minutes and accept the minutes as written. Commissioner Gimpel seconded. Vote was held and the minutes were unanimously approved as written.
Responsible Party:	Administrative Assistant II, IDVS
Target Completion Date:	N/A
Status:	CLOSED

II. STANDING ITEMS:

Topic A.	Human Resources (Dan Claar – Human Resource Director):
Information/Data Discussion:	1. Staffing Overview – 357 positions total, 58.8% of which is Nursing care staff <ul style="list-style-type: none"> • 53 Administrative positions (admin, fiscal, social services, inventory included) • 39 Dietary positions

	<ul style="list-style-type: none"> • 210 Nursing positions (DONs, RN Managers, therapy aides, & recreational assistants included) • 6 Nursing Admin positions (activities/volunteer coordinators & nursing scheduler included) • 8 Health Information positions • 8 Maintenance positions (13 w/ cemetery maintenance included) • 8 Cemetery positions • 20 Office of Veterans Advocacy positions • 5 Commissioners • 290 positions are Classified • 62 positions are Non-Classified (includes 7 executive FTP and temporary staff) <p>2. FY 2015 Classified Position Separations and Reasons (July 8, 2014 – June 6, 2015)</p> <ul style="list-style-type: none"> • 14 Separation, appointment expires/temporary • 1 Separation, Layoff/Shortage of Work/Reorganization • 1 Separation, Military • 23 Separation, Private Sector Job • 79 Separation, Personal (including school, moving, resigning in lieu of dismissal) • 4 Separation, Retirement • 10 Separation, Layoff/Medical • 8 Termination, Dismissal • 6 Termination, Failure to Complete Entry Probation • 4 Transfer to Other State Agency <p>3. Statewide Average Comparison, IDVS & Statewide Averages</p> <ul style="list-style-type: none"> • Average Compa-Ratio <ul style="list-style-type: none"> ○ January 2016 IDVS was 93% ○ October 2015 Statewide was 87.1% • Average Pay Rate <ul style="list-style-type: none"> ○ January 2016 IDVS was \$17.14 ○ October 2015 Statewide was \$20.55 • January 2016 IDVS Employees' Average Years of Service with <ul style="list-style-type: none"> ○ State/Longevity 6.55 Years ○ IDVS/Longevity 4.94 Years <p>Floor opened for questions and/or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Human Resource Director
Target Completion Date:	Update each meeting.

Status:	INFORMATION
Topic B.	Financial Report (Debbie Spence – Financial Manager):
Information/Data Discussion:	<p>1. ISVH Fiscal Data</p> <ul style="list-style-type: none"> • YTD Average Nursing Per Diem as of December 2014 is \$307.09 per day, for each ISVH Per Day is: <ul style="list-style-type: none"> ○ Boise - \$300.60 ○ Pocatello - \$349.93 ○ Lewiston - \$285.15 • 90% Nursing Occupancy Rates as of January 12, 2015: <ul style="list-style-type: none"> ○ Boise 85% ○ Boise Dom/Res Care 93% ○ Pocatello 78% ○ Lewiston 97% ○ IDVS is doing better than the Statewide Nursing Occupancy Rate of 63% <p>2. General Funds for FY16</p> <ul style="list-style-type: none"> • All General Funds are appropriated in Personnel and Trustee & Benefits <ul style="list-style-type: none"> ○ None are utilized for operations. • FY16 Appropriation is \$32,168,700 of which \$987,400 (3.1%) is General Funds • IDVS is closely monitoring revenue for cash flow purposes. <p>3. Governor’s Recommendation for FY17</p> <ul style="list-style-type: none"> • \$32,899,400 • General Funds 3.2% • Recommendation includes: <ul style="list-style-type: none"> ○ 3% Change in Employee Compensation & 27th pay period (classified employees only) ○ \$331,800 Change in Health Benefit Costs ○ \$506,300 Inflationary Increase (no general funds) ○ \$544,500 Repair and Replacement items (no general funds) – mattresses, beds, recliners, kitchen equip, and IT equipment ○ \$84,600 Additional Staffing (no general funds) – 2 FTPs; 1 Recreation Assistant at the Boise Home and 1 Landscape Tech Sr. at the Cemetery ○ \$200,000 Project Manager – contract for management of the 4th Veterans Home & 2nd Veterans Cemetery ○ \$167,800 New Capital Outlay (no general funds) – computers, communications

	<p>equipment, kitchen equipment, and IT equipment and services</p> <ul style="list-style-type: none"> ○ \$345,000 Veterans Recognition Income Fund ● Total Budget Increase over FY16 of only 2.3% <p>Floor opened for questions and/or comments. 8:41 AM, at this point David Brasuell previewed his budget briefing that he will present to the Idaho Legislature Joint Finance Affairs Committee for the Commissioners.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Financial Manager
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic C.	Idaho State Veterans Home - Lewiston (Kenneth Shull – Administrator):
Information/Data Discussion:	<ol style="list-style-type: none"> 1. It's been a busy three months, especially with the holiday season. <ul style="list-style-type: none"> ● The Admissions Coordinator has been visiting area hospitals to smooth the process for veterans who utilize the Lewiston Home for the purposes of rehab. ● Lewiston Admissions have been increasing. <ul style="list-style-type: none"> ○ Coordinating with local nursing homes regarding care for their veteran residents 2. FY16 2nd Quarter Operations Report <ul style="list-style-type: none"> ● Census <ul style="list-style-type: none"> ○ Nursing Care Occupancy Rate 98% for the quarter <ul style="list-style-type: none"> ▪ October 97% ▪ November 99% ▪ December 99% ○ Medicare A Average Daily Census 2.45 <ul style="list-style-type: none"> ▪ October 3.74 ▪ November 2.07 ▪ December 1.52 ○ Admissions and Discharges <ul style="list-style-type: none"> ▪ October 6 Admissions, 1 Discharges ▪ November 2 Admissions, 2 Discharge ▪ December 2 Admissions, 0 Discharges ● Receipts <ul style="list-style-type: none"> ○ Medicaid \$519,046 ○ VA Per Diem \$610,963 ○ All Other Receipts \$455,210 ○ Medicare Part A \$119,073 ○ Medicare Part B \$18,818 ● Pharmacy <ul style="list-style-type: none"> ○ Medicare Part D \$10,279

	<ul style="list-style-type: none"> ○ VA Pharmacy Receipts \$6,546 ○ Pharmacy Costs \$112,372 ○ Average Cost PPD \$18.82 ● Janitorial <ul style="list-style-type: none"> ○ The facility is looking excellent. ● Energy Costs <ul style="list-style-type: none"> ○ Stable, as expected for winter months. ● Volunteer Hours <ul style="list-style-type: none"> ○ A lot of support from AL, VFW, MCL chapters in the community. ○ 4,583 Volunteer hours, 0.77 PPD <p>3. Activities</p> <ul style="list-style-type: none"> ● Special Meals <ul style="list-style-type: none"> ○ October Chicago Hot Dogs ○ Traditional Thanksgiving Day meal for residents and families on 19th and on actual Thanksgiving they received another special Thanksgiving meal. <ul style="list-style-type: none"> ▪ 210 people turned up to help celebrate ▪ The veterans had a great time ○ Christmas Dinner of ribs and shrimp ● Marketing and Media Contacts <ul style="list-style-type: none"> ○ Rose continues to build a rapport with hospital discharge planners and continues to educate them on the benefits veterans receive utilizing veterans homes. <p>Floor opened for questions and/or comments. No questions or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Lewiston Home Administrator
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic D.	Idaho State Veterans Home - Pocatello (Josiah Dahlstrom – Administrator):

**Information/Data
Discussion:**

1. FY16 2nd Quarter Operations Report
 - Census
 - Nursing Care Occupancy Rate 77% for the quarter
 - October 77%
 - November 77%
 - December 77%
 - Medicare A Average Daily Census 4.58
 - October 6.39
 - November 4.00
 - December 3.32
 - Admissions and Discharges
 - October 3 Admissions, 6 Discharges
 - November 11 Admissions, 3 Discharge
 - December 4 Admissions, 4 Discharges
 - Receipts
 - Medicaid \$335,110
 - VA Per Diem \$885,673
 - All Other Receipts \$233,036
 - Medicare Part A \$144,344
 - Medicare Part B \$3,628
 - Pharmacy
 - Medicare Part D \$4,170
 - VA Pharmacy Receipts \$7,679
 - Pharmacy Costs \$42,080
 - Average Cost PPD \$9.04
 - Janitorial
 - The facility is looking excellent.
 - Energy Costs
 - Stable, as expected for winter months.
 - Volunteer Hours
 - 4,572 Volunteer hours, 0.98 PPD
 2. Activities – It was a very busy quarter for activities
 - Special Meals
 - October Spaghetti with meatballs & marinara
 - November Veterans Day Filet mignon
 - Thanksgiving dinner was provided for residents and their families
 - Christmas finger foods and desserts were provided to the residents by Blackfoot Elks Lodge
 - Impressive numbers of gifts were donated by the community to ensure the veterans enjoy Christmas morning
 -
- Floor opened for questions and/or comments.
No questions or comments.

Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Pocatello Home Administrator
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic E.	Idaho State Veterans Home - Boise (Randal Barnes – Administrator):
Information/Data Discussion:	<p>1. FY16 2nd Quarter Operations Report</p> <ul style="list-style-type: none"> • Census <ul style="list-style-type: none"> ○ Nursing Care Occupancy Rate 91% for the quarter <ul style="list-style-type: none"> ▪ October 95% ▪ November 90% ▪ December 89% ○ Medicare A Average Daily Census 4.4 <ul style="list-style-type: none"> ▪ October 5.7 ▪ November 4.3 ▪ December 3.1 ○ Residential/Domiciliary Care Census 31 (86% Occupancy rate) <ul style="list-style-type: none"> ▪ October 30 (Occupancy rate 84%) ▪ November 31 (Occupancy rate 85%) ▪ December 32 (Occupancy rate 86%) ○ Admissions and Discharges <ul style="list-style-type: none"> ▪ October 8 Nursing, 3 Res/Dom admissions and 16 nursing, 2 Res/Dom discharges ▪ November 8 Nursing, 2 Res/Dom admissions and 14 nursing, 2 Res/Dom discharges ▪ December 11 Nursing, 2 Res/Dom admissions and 9 nursing, 0 Res/Dom discharges • Receipts <ul style="list-style-type: none"> ○ Medicaid \$949,933 ○ VA Per Diem \$1,949,259 ○ All Other Receipts \$950,578 ○ Medicare Part A \$21,076 ○ Medicare Part B \$21,791 • Pharmacy <ul style="list-style-type: none"> ○ Medicare Part D \$1,323 ○ VA Pharmacy Receipts \$6,819 ○ Pharmacy Costs \$130,485 ○ Average Cost PPD \$11.86 • Janitorial <ul style="list-style-type: none"> ○ The facility is looking excellent. • Energy Costs

	<ul style="list-style-type: none"> ○ Stable, as expected for winter months. ● Volunteer Hours <ul style="list-style-type: none"> ○ 9,674 Volunteer hours, 0.70 PPD <p>Floor opened for questions and/or comments. No questions or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Boise Home Administrator
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic F.	Idaho State Veterans Cemetery (James Earp – Director):
Information/Data Discussion:	<ol style="list-style-type: none"> 1. Cemetery Update <ul style="list-style-type: none"> ● Completed 2nd Quarter FY16 with 356 interments conducted <ul style="list-style-type: none"> ○ 5% increase from 2nd Quarter FY15 ○ Since 2012 the total interments have risen from 307 in the 2nd quarter year to 356 in the 2nd quarter, a 16% increase. ● The 2nd Quarter Interment revenue was \$299,372. ● VA Burial Plot allowance change took effect on October 1st and increase \$2 to \$747. 2. Volunteer Update <ul style="list-style-type: none"> ● Volunteers completed a total of 1,761 volunteer hours during the 2nd quarter. ● Two volunteers were awarded a Spirit of Freedom award from Senator Crapo's office for outstanding volunteer service. ● The volunteer team was instrumental in the success of the National Remembrance Ceremony with wreath laying of over 2,200 wreathes. The event was attended by 150 visitors. 3. Construction <ul style="list-style-type: none"> ● Continue work with DPW and Dan Baird on a project to expand and add a secure storage building adjacent to our existing water pump house and finalizing water requirements to complete our water well that will be used for contingency purposes. ● A backup generator will be installed to provide emergency power to the cemetery and the IT Server backup. ● Revisit of select sites in SE Idaho was conducted to further narrow down the sites to the best possible

	<p>choices for a 2nd State Veterans cemetery in eastern Idaho</p> <p>4. Events</p> <ul style="list-style-type: none"> • Memorial Day planning is commencing. <p>Floor opened for questions and/or comments. No questions or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Idaho State Veterans Cemetery Director
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic G.	Office of Veterans Advocacy (Bill Heyob – Director):
Information/Data Discussion:	<p>1. Very Busy 2nd Quarter FY16</p> <ul style="list-style-type: none"> • 1481 Claims filed in the second quarter • YTD FY16 3,022 claim filed <p>2. Updates</p> <ul style="list-style-type: none"> • Six service officers attended advanced service officer training in Annapolis, MD. <ul style="list-style-type: none"> ○ Class average was 87% ○ Four of the six service officers from Idaho scored better than the class average ○ Their scores were 97%, 92%, 90%, 90%, 86%, and 86% <p>3. VA Regional Office Updates</p> <ul style="list-style-type: none"> • Boise VARO averages 160 days from date of reception to completion of a claim. <ul style="list-style-type: none"> ○ VA goal by the end of 2016 is for that average to be 120 days ○ Boise has been doing better than the national average, which results in more claims being brokered in from other VAROs ○ Still #1 in quality and issue accuracy ○ A couple spots down from #1 in complete claim accuracy • VA 30/40 Choice Card program has gone into effect <ul style="list-style-type: none"> ○ If a veteran has to wait more than 30 days for a medical appointment or lives more than 40 miles from a VA medical facility they may be authorized to see a civilian provider. ○ Veterans must call the 1-800 number on the Choice Card they receive in the mail to receive prior approval

	<ul style="list-style-type: none"> ○ These cards cannot be utilized for emergency care, as there are already mechanisms for a veteran to receive emergency care ○ CBOCs are included in the 40 mile calculation <p>Floor opened for questions and/or comments. No questions or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Office of Veterans Advocacy Director
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic H.	Idaho Division of Veterans Services (David Brasuell – Administrator):
Information/Data Discussion:	<p>1. Comments</p> <ul style="list-style-type: none"> ● Northwest Directors had a meeting with the VISN Director <ul style="list-style-type: none"> ○ Readily admitted that the Choice Card is a poorly conceived program ● The Legislative Reception <ul style="list-style-type: none"> ○ Jointly hosted by AL, VFW, & DAV ○ Chance for Veterans stakeholders to discuss veterans issues with legislators ○ Workforce Development/Economic Development is one of the major talking points regarding encouraging veterans to move to Idaho after their military commitment is complete <ul style="list-style-type: none"> ▪ There is an education deficit in Idaho that has led to jobs being unfilled ▪ Retirees bring valuable education and experience, and often spouses or children who are also college educated ▪ Representative Sims will be introducing a bill to provide a tax break to encourage military retirees to relocate to Idaho ▪ Idaho does well to attract veterans, but not so much military retirees <ul style="list-style-type: none"> ▪ 6th in the nation in attracting veterans ▪ 39th in the nation in attracting military retirees <p>Tracy Schaner 1. Inter-Agency Transportation Group</p>

	<ul style="list-style-type: none">• Looking to increase transportation programs for veterans in the state, specifically disabled veterans across the state• Secondary hopes are to divest the wheelchair program IDVS currently manages and transfer it to ITD <p>2. 4th Veterans Home</p> <ul style="list-style-type: none">• Proposed site in Post Falls includes 7 lots w/ 5 lots to be donated by the land owner.• Dependent on the size of the facility, the 2 northern lots will either need to be donated or purchased, as these 2 lots may be necessary in meeting the acreage needs of the project.• Analyzing many different bed size scenarios (48-bed, 64-bed, 70-bed, 80-bed, 84-bed and 96-bed facility)• Based on current projections- State would need to supplement the operations• Numbers reflect that the facility would not be self-sufficient due to the cost to operate this small home (CLC) living concept• Due Diligence & Accuracy Check- Contracting with Professional Consultant to review Financial Plan• Directing our attention to a 64-bed facility.• The VA per Diem and Medicaid reimbursement for a new nursing home is not received until the facility is surveyed and certified.• The Medicaid rate for new nursing home is lower for first three years until level of care is established and not received until facility is surveyed.• The VA is changing procedures of contracting with private nursing homes; making it easier for private nursing homes to contract with VA for caring for veterans.• The number of SNF (Skilled Nursing Facility) beds has been declining steadily in Idaho for 10 years now. Even with 5 new facilities. Most new SNFs are exclusively short term rehab. The baby boomers prefer ALFs (Assisted Living Facility) to SNFs. The number of ALFs has exploded in 10 years.• Currently there are 79 SNFs & 286 ALFs in Idaho• Nursing facilities projected occupancy levels in the surrounding Northern Idaho area to be less. Although our occupancy rate average 90-92% compared to 65% for all Idaho facilities, in region 1 the occupancy in 2014 was 61% and in 2015 it was down to 59%.• Our ranking will be near the bottom of the priority list. Therefore, it may be at least a 5 year waiting period,
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	<p>up to possibly 7-10 years before funding will be granted by the VA.</p> <p>Floor opened for questions and/or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Division Administrator
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION

III. NEW BUSINESS:

Next meeting is scheduled for
Wednesday, April 15, 2016
Idaho State Veterans Home – Pocatello
Main Conference Room

Commissioner Gimpel motioned that the meeting be adjourned; Commissioner Spurny seconded. Meeting was adjourned at 11:20 am MST.

H. Melvin Napier, Chairman

David Brasuell, Executive Secretary