

Idaho Veterans Affairs Commission

July 19, 2017 8:30 a.m. MST

Idaho Division of Veterans Services–Headquarters Conference Room

Members:

- Commissioner H. Melvin Napier, Chairman
- Commissioner Arthur L. Gimpel
- Commissioner Jinny Cash (tele-commute from ISVH-Lewiston facility)
- Commissioner Leo Dub
- Commissioner David E. Brasuell, Executive Secretary; Administrator, IDVS
- Tracy Schaner, Deputy Administrator, IDVS
- Dan Claar, Human Resource Officer, IDVS
- Debbie Spence, Financial Manager, IDVS
- Rick Holloway, Administrator, ISVH – Boise
- Mark High, Administrator, ISVH – Lewiston
- Josiah Dahlstrom, Administrator, ISVH – Pocatello
- Bill Heyob, Program Director, Office of Veterans Advocacy
- James Earp, Program Director, Veterans Cemetery
- Doug Jacobson, Program Director, Education/State Approving Agency
- Colleen Moon, Administrative Services Manager, IDVS
- Kevin Wallior, Administrative Assistant II, IDVS

Guests:

- Michele Perry, Veterans Service Officer, Office of Veterans Advocacy
- Lance Santiago, Veterans Service Officer, Office of Veterans Advocacy
- JoAnn Daron, Volunteer Services Coordinator Idaho State Veterans Home-Boise

I. ANNOUNCEMENTS:

Due to technical difficulties associated with IDVS digital conferencing capabilities the meeting did not commence until 8:40 AM.

Bill Heyob introduced Michele Perry and Lance Santiago, two new State Veterans Service Officers in the Office of Veterans Advocacy, to the Commission.

Rick Holloway introduced JoAnn Daron, the new Volunteer Services Coordinator at the Idaho State Veterans Home –Boise to the Commission.

David Brasuell announced Ali Breshears as the new Deputy Attorney General representing the Idaho Division of Veterans Services.

II. OLD BUSINESS:

Topic A.	Minutes of Last Meeting (4-12-17):
Information/Data Discussion:	Minutes sent electronically to the Commissioners for review prior to this meeting. There were no changes offered.
Action/Decision/ Conclusion:	8:45 AM Commissioner Dub made a motion to dispense with the reading of the minutes. Commissioner Gimpel seconded. Commissioners voted unanimously to accept the minutes as submitted.
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:	<ol style="list-style-type: none"> 1. FY 2018 Personnel Budget Appropriation <ul style="list-style-type: none"> • 13.0 New Classified Positions <ul style="list-style-type: none"> ○ 1.00 FTP – Veterans Service Officer (OVA) ○ 0.50 FTP – IT Systems Programmer (Division) ○ 1.00 FTP – RN Senior (ISVH - Boise) ○ 0.50 FTP – IT Support Tech (ISVH - Lewiston) ○ 4.00 FTP – CNA (2 ISVH - Lewiston /1 ISVH - Boise /1 ISVH - Pocatello) ○ 4.00 FTP – LPN (2 ISVH - Lewiston /1 ISVH - Boise /1 ISVH - Pocatello) ○ 1.00 FTP – RN (ISVH - Lewiston) ○ 0.50 FTP – IT Support Tech (ISVH - Pocatello) ○ 0.50 FTP – Rec Assistant (ISVH - Pocatello) • 346.0 Total Appropriated Positions in FY18 2. FY 2018 CEC Appropriation <ul style="list-style-type: none"> • For FY 2018, the Legislature approved the following: <ul style="list-style-type: none"> ○ 3% ongoing salary increase, based on merit ○ 3% Pay-line Move ○ Encouraged Agencies to use FY17 salary savings for early implementation (this effort was successful). • 97.5% Classified employees eligible with an average of 3.8% merit based increase. • FY 2018 CEC & External Market Equity adjustments for Nursing and Dietary Staff <ul style="list-style-type: none"> ○ In addition to the 3% CEC appropriated by the legislature, IDVS had a compensation plan approved by DFM & DHR to use personnel salary savings to address the considerable challenges the 3 Homes experience with recruiting and retaining skilled nursing and dietary staff. ○ Due to its proximity to Washington State and the associated increase in minimum wages, IDVS also included a Regional Pay adjustment to assist with recruiting and retention efforts for the following job classes at the Lewiston Veterans Home: <ul style="list-style-type: none"> ▪ Sr. CNA & CAN (1.0%) ▪ RNs, Sr. RN, & RN Managers (1.0%) ▪ LPNs (1.0%) ▪ Cooks & Sr. Cooks (1.0%) ▪ Dietary Aides (1.0%)

- Additionally, IDVS was able to distribute a one-time bonus to 36 employees currently compensated at the top end of their respective pay grades.
- Staff with 10+ years of meritorious credited state service also received an additional 1%.

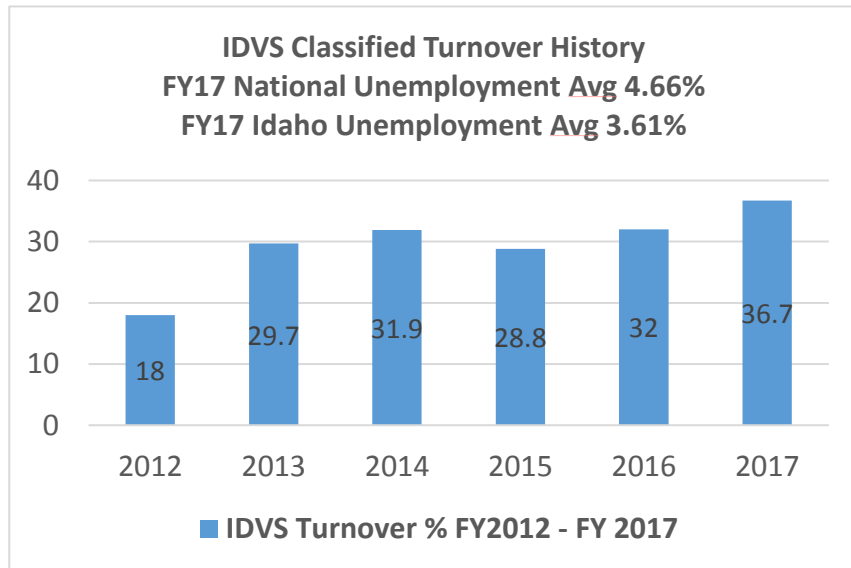
3. FY 2018 IDVS Cemetery Reclassifications & Job Ladder Creation

- IDVS worked with DHR and DFM to successfully re-factor and create new job classifications for the grounds-crew that better reflects their duties and responsibilities.
- This resulted in a supplemental pay adjustment with the following new classification titles:
 - Senior, Landscape Technicians became Veterans Cemetery Caretakers with a 3% increase.
 - Senior, Maintenance Craftsman became Senior, Veterans Cemetery Caretakers with a 3% increase.
 - The Landscape Foreman became the Veterans Cemetery Foreman with a 5% increase.

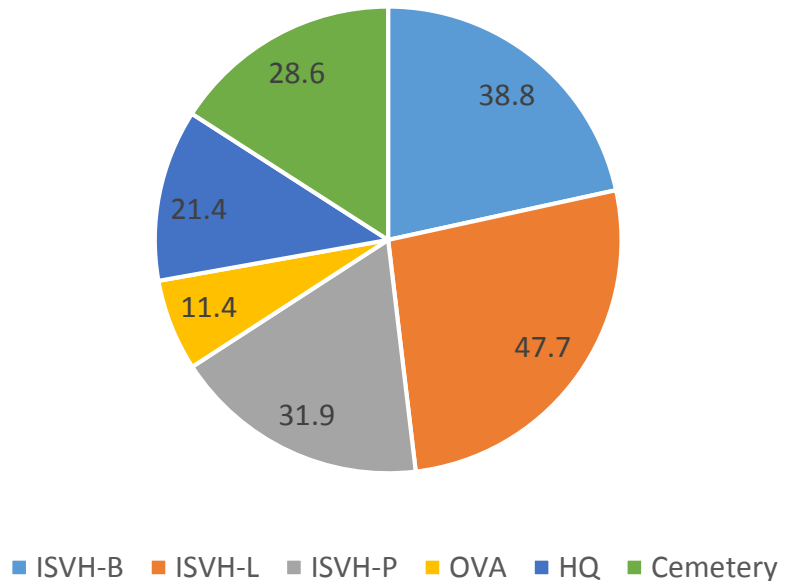
4. IDVS Staff Satisfaction Survey

- 25.64% of staff responded as satisfied with the Quality of IDVS Internal Recognition and Morale Enhancing Efforts.
- 53.21% of staff responded as satisfied but with room for improvement.
- Only 19.87% of staff were unsatisfied.

5. IDVS Turnover



FY 17 IDVS Classified Turnover % by Program



- ISVH Turnover Rates FY 2017
 - All Nursing Home Employees: 39.2%
 - CNAs: 59.4% (ISVH-Lewiston 81.8%)
 - Dietary: 25.0% (ISVH-Lewiston 33.3%)
 - RNs: 43.3% (ISVH-Lewiston 66.7%)
 - LPNs: 10.7% (ISVH-Lewiston 20.0%)
 - The difficulty of hiring in the panhandle, i.e. ISVH-Lewiston, contributes significantly to high percentage of ISVH turnover.

Floor opened for questions and/or comments.

There were no questions from the commissioners regarding the HR briefing.

Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Human Resource Officer
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic B.	Financial Report (Debbie Spence – Financial Manager):
Information/Data Discussion:	1. FY 2017 Year-End Fiscal Status (Preliminary Report) <ul style="list-style-type: none"> • Total Appropriation \$35,500,200 • Expenditures \$33,700,401 • Remaining Appropriation \$1,799,799 2. FY 2017 Year to Date Average Nursing Occupancy Rate

	<ul style="list-style-type: none">• ISVH-Boise 87.6%• ISVH-Pocatello 79.6%• ISVH-Lewiston 89.2%• IDVS Average across all ISVH 86.0%• Idaho Statewide Nursing 66% <p>3. FY 2017 Average Cost per Resident Day</p> <ul style="list-style-type: none">• Nursing \$339.96• Dom/Residential \$92.88 <p>4. FY 2017 Year-End</p> <ul style="list-style-type: none">• Fiscal staff are preparing FY 2017 Year-End Closing Packages for the State of Idaho's Comprehensive Annual Financial Report. <p>5. Audit and Review Findings</p> <ul style="list-style-type: none">• 2016 Myers and Stauffer Cost Report Desk Review is still in progress.• 2016 LSO Audit resulted in no findings. <p>6. FY 2018 Appropriation</p> <ul style="list-style-type: none">• Total Appropriation: \$44,609,800• Percentage Breakdown<ul style="list-style-type: none">○ Federal Funds – VA: 52.68%, \$23,500,907○ Receipts – Medicaid: 21.93%, \$9,781,776○ Receipts - Private Pay: 15.26%, \$6,805,624○ Federal Funds – Medicare: 3.44%, \$1,537,493○ General Funds: 2.51%, \$1,117,700○ Veterans Recognition Income Fund: 2.10% \$936,900○ Endowment: 2.08%, \$929,400• FY 2018 Appropriation Includes:<ul style="list-style-type: none">○ \$225,700 Change in Benefit Costs○ \$545,600 Replacement Items (medical, kitchen equipment furniture, computers, etc.)○ \$478,000 Change in Employee Compensation○ \$709,800 Additional Staff○ \$484,800 New Capital Outlay Items○ \$127,500 Veterans Recognition Income Fund○ \$80,000 Idaho Suicide Hotline (on-going)○ \$1,910,000 Self-Funded Facility Projects○ \$8,305,500 Second Veterans Cemetery (includes \$809,400 from Veterans Recognition Fund) <p>7. FY 2019 Budget Preparation</p> <ul style="list-style-type: none">• We are starting the FY 19 budget request process.
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	<ul style="list-style-type: none"> • All programs have submitted their budget request to Division. • Division has reviewed the program requests with the Program Executives and is compiling the Division budget request. • Division Budget will include: <ul style="list-style-type: none"> ○ The Veterans Recognition Fund plan; ○ Our plan for operating if there is a reduction of 10% or more in federal funds that we receive per Governor’s Executive Order #2014-03 <p>Floor opened for questions and/or comments. No questions or comments.</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 - Boise (Rick Holloway – Administrator):
Information/Data Discussion:	<p>1. FY 2017 4th Quarter Operations Report</p> <ul style="list-style-type: none"> • Census <ul style="list-style-type: none"> ○ Nursing Care Occupancy Rate 87% for the quarter <ul style="list-style-type: none"> ▪ April 87% ▪ May 88% ▪ June 85% ○ Medicare A Average Daily Census 2.2 <ul style="list-style-type: none"> ▪ April 3.7 ▪ May 1.3 ▪ June 1.5 ○ Residential/Domiciliary Care Occupancy Rate 90% for the quarter <ul style="list-style-type: none"> ▪ April 85% ▪ May 89% ▪ June 96% ○ Nursing Admissions and Discharges <ul style="list-style-type: none"> ▪ April 9 Admissions, 10 Discharges, 3 Deaths ▪ May 8 Admissions, 5 Discharges, 1 Deaths ▪ June 11 Admissions, 11 Discharges, 8 Deaths ○ Res/Dom Admissions and Discharges <ul style="list-style-type: none"> ▪ April 6 Admissions, 4 Discharges ▪ May 5 Admissions, 4 Discharges ▪ June 4 Admissions, 3 Discharges

	<ul style="list-style-type: none">• Receipts<ul style="list-style-type: none">○ Medicaid \$902,254○ VA Per Diem \$1,830,896○ All Other Receipts \$892,402○ Medicare Part A \$94,570○ Medicare Part B \$15,774• Pharmacy<ul style="list-style-type: none">○ Medicare Part D \$12,529○ VA Pharmacy Receipts \$5,642○ Pharmacy Costs \$132,367○ Average Cost PPD \$12.79 <p>2. DPW Projects/Major Maintenance</p> <ul style="list-style-type: none">• No major DPW or maintenance projects ongoing or completed this quarter.• Met with DPW regarding upcoming projects:<ul style="list-style-type: none">○ dishwasher replacement;○ boiler room project○ replacement of AHU in dining room○ repaving parking lot• Minor maintenance<ul style="list-style-type: none">○ new carpet installed in the Business Office and Administration Offices○ new garden gate installed;○ thresholds were replaced to the Dining Room and the Business Office for easier wheelchair access <p>3. Significant Community Activities</p> <ul style="list-style-type: none">• April events: Boise Philharmonic Brass performance, VFWA hosts Jennifer Dunn Family Concert and the AF Band/Choir performance at the Morrison Center• May events: Cinco de Mayo Party and Aztec Dancers, Nursing Appreciation luncheon, Mary Poppins Music Week Program, Mother's Day Tea/Coffee, ISVH Fund Run Car Show, Flags over Eagle, McCall Kids Program, War Hawk Museum visit, Longfellow School Spring Program, and Memorial Day Ceremonies at Idaho Veterans Cemetery.• June events: Fishing at Nampa with VA and National Guard, Fishing at Stan's, Elks Flag Day Ceremony, VA Carnival, BBQ on patio for Father's Day, Twin Falls Fishing Trip and Hawks Baseball with First Sergeants Association. <p>4. Special Meals</p> <ul style="list-style-type: none">• April:
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	<ul style="list-style-type: none"> ○ Volunteer Appreciation on April 27th: Fried Chicken, Baked Beans, Coleslaw, Potato Salad, Dinner Roll and Cheesecake. ● May <ul style="list-style-type: none"> ○ Cinco de Mayo: Beef and Bean Enchilada, Spanish Rice, Mexican Corn and Cinnamon Vanilla Cake. ○ Mother's Day: Shrimp Scampi, Buttered Penne Pasta, Tossed Green Salad, Dinner Roll and Italian Layer Cake. ○ Memorial Day: BBQ Chicken, Potato Salad, Coleslaw and Watermelon Wedges. ● June <ul style="list-style-type: none"> ○ Father's Day Lunch: Grilled Sausage on a Bun, Baked Beans, Sauerkraut Salad and Strawberry Tarts. ○ Father's Day Dinner: BBQ Ribs, Potato Salad, Corn on the Cob, Garlic Bread and Ice Cream. <p>5. Miscellaneous</p> <ul style="list-style-type: none"> ● ISVH-Boise decreased the number of beds in the facility to 122 by decreasing four-bed rooms to two-bed rooms. <ul style="list-style-type: none"> ○ Reduction requires a full survey to approve the change no different from a brand new facility. ○ Technically, ISVH-Boise did not pass this Survey because of the findings during the previous state fire/life safety survey a year ago. ISVH-Boise corrected those shortcomings since and plan of correction was accepted. The next survey will consider those corrections and a pass is expected. ● The Emergency Preparedness Process is ongoing in preparation for the new requirements going into effect in November. <p>Floor opened for questions and/or comments. Commissioner Napier applauded Administrator Holloway and his staff about the positive strides made at the Boise Home.</p> <p>Commissioner Dub was especially grateful for the ISVH-Boise staff. He thanked Administrator Holloway for his service to veterans and passed along the high praise of two of his friends who currently reside in the facility.</p>
<p>Action/Decision/Conclusion:</p>	<p>As above; information update as available.</p>
<p>Responsible Party:</p>	<p>Boise Home Administrator</p>

Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic D.	Idaho State Veterans Home - Pocatello (Josiah Dahlstrom – Administrator):
Information/Data Discussion:	<p>1. FY 2017 4th Quarter Operations Report</p> <ul style="list-style-type: none"> • Census <ul style="list-style-type: none"> ○ Nursing Care Occupancy Rate 78% for the quarter <ul style="list-style-type: none"> ▪ April 84% ▪ May 76% ▪ June 76% ○ Medicare A Average Daily Census 3.6 <ul style="list-style-type: none"> ▪ April 4.8 ▪ May 3.5 ▪ June 2.6 ○ Nursing Admissions and Discharges <ul style="list-style-type: none"> ▪ April 7 Admissions, 5 Discharges, 3 Deaths ▪ May 3 Admissions, 5 Discharges, 5 Deaths ▪ June 10 Admissions, 2 Discharges, 1 Deaths • Receipts <ul style="list-style-type: none"> ○ Medicaid \$381,838 ○ VA Per Diem \$949,607 ○ All Other Receipts \$227,722 ○ Medicare Part A \$138,957 ○ Medicare Part B \$12,600 • Pharmacy <ul style="list-style-type: none"> ○ Medicare Part D \$21,626 ○ VA Pharmacy Receipts \$8,521 ○ Pharmacy Costs \$83,037 ○ Average Cost PPD \$17.63 <p>2. DPW Projects/Major Maintenance</p> <ul style="list-style-type: none"> • DPW 16-601 Cooling tower still in progress • DPW 16-610 Oxygen tank still in progress • Upcoming DPW Projects <ul style="list-style-type: none"> ○ DPW 17-608 New flooring is out to bid July 20; ○ DPW 17-609 New lighting is being drawn and should bid soon <p>3. Significant Community Activities</p> <ul style="list-style-type: none"> • April events: 4/14/17: Military Affairs Committee (MAC) meeting. 4/16/17: Annual Easter Egg Hunt.

- May events: 5/9/17 Post Acute Provider Meeting at PMC (presentation by Josiah and the OVA), 5/12/17 outing with Glory to Tyhee Elementary School, 5/17/17: MAC Operation Celebration, Josiah was the key note speaker, 5/24/17 visit with 2 veterans to Syringa Elementary for a Q&A with the 5th grade, 5/25/17: Field of Heroes Flags, 5/29/17 Memorial Day event at the veterans home
- June events: 6/1/17: Ugaki Fishing and Lunch w/ the Posts and Auxiliary.

4. Special Meals

- April:
 - 4/16/17: "Happy Easter": Baked Pit Ham, Potato Supreme Bake, Spring Salad, Dinner Rolls and Strawberry Short Cake.
 - ISU Dietetic Student finished her 20-hour rotation with us. She gave an excellent in-service to the staff. It is a pleasure to work with the students and this year we have had outstanding students who have come to receive Foodservice System Management training and give them a chance to understand the elderly population, and the State and Federal Guidelines we must follow.
- May
 - 5/14/17: "Mother's Day": Shrimp, Fettuccini Alfredo, Vegetables, Dinner Rolls, and Cheesecake Tarts.
 - 5-29-17: "Memorial Day": Marinated Steak, Baked Potatoes, Vegetables, Dinner Rolls, and Strawberry Tarts.
- June
 - 6/16/17: Fresh Trout, Potatoes O'Brian, Assorted Salads, and Cinnamon Rolls.
 - 6/24/17: Chicken Picnic Lunch sponsored by the Vietnam Veterans of America.

5. Miscellaneous

- ISVH-Pocatello maintained a 5-star Rating.
- Awarded the Idaho Health Care Association Jean Schoonover Excellence in Caring Award
- VA Survey resulted in one life safety concern associated with a skylight and sprinkler.
 - ISVH-Pocatello staff are correcting the issue.
- Since 2012, ISVH-Pocatello has steadily increased the census from approximately 60% to approximately 88-89%.

	<ul style="list-style-type: none"> Glory the therapy dog continues to be a popular addition to the ISVH-Pocatello team. <p>Floor opened for questions and/or comments. No questions or comments.</p>
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 - Lewiston (Mark High – Administrator):
Information/Data Discussion:	<p>1. FY 2017 4th Quarter Operations Report</p> <ul style="list-style-type: none"> Census <ul style="list-style-type: none"> Nursing Care Occupancy Rate 81% for the quarter <ul style="list-style-type: none"> April 81% May 81% June 82% Medicare A Average Daily Census 4.1 <ul style="list-style-type: none"> April 3.8 May 3.1 June 5.3 Nursing Admissions and Discharges <ul style="list-style-type: none"> April 7 Admissions, 7 Discharges, 0 Deaths May 9 Admissions, 7 Discharges, 3 Deaths June 7 Admissions, 2 Discharges, 2 Deaths Receipts <ul style="list-style-type: none"> Medicaid \$337,691 VA Per Diem \$508,673 All Other Receipts \$509,481 Medicare Part A \$102,084 Medicare Part B \$18,165 Pharmacy <ul style="list-style-type: none"> Medicare Part D \$7,391 VA Pharmacy Receipts \$7,218 Pharmacy Costs \$104,690 Average Cost PPD \$21.41 <p>2. DPW Projects/Major Maintenance</p> <ul style="list-style-type: none"> Roof Replacement project is ongoing.

- CKA Architects continue to work on the chapel and OVA office expansion.
- Planter boxes and walk path constructed.
- Faulty smoke dampers replaced.
- Butterfly room installed for hospice and end of life care. Allows family and loved ones to spend private time with the veteran in their final days and hours.

3. Significant Community Activities

- April: Some of the residents were able to attend an outing to the Home Depot to choose plants for the new raised gardens.
- May events: two fishing trips to Tunnel Pond sponsored by the Idaho Fish and Game and the Nez Perce Tribe. Tunnel Pond is a tribal pond cared for by the Nez Perce Tribe. We also took five residents to Swallows Nest Park for a beautiful walk on the Levee during the end of the month. On the 29th, we honored our past Veterans with a Memorial Day Ceremony. Residents, family members, volunteers and the community attended.
- June events: Residents planted gardens in five individual and three large raised gardens. Six new individual raised planters built on the patio and residents eagerly awaited the opportunity to install plants in them. A new volunteer has opted to bring their five Welch Corgis periodically to visit with the residents. Other activities Washington Idaho Summer Games, 'Walk and Roll' – Many volunteers came to the home and took residents for a stroll outside around our walking path. The residents, their families, the staff and the volunteers enjoyed steaks with all the trimmings supplied by VFW District II. This annual event is always a great success.

4. Special Meals

- April:
 - The residents enjoyed a special meal for Easter consisting of Steak and Shrimp, a Baked potato with all the trimmings, asparagus and Strawberry Shortcake
- May
 - Mother's Day Meal consisted of Stuffed Chicken Breast, Mashed Potatoes with Gravy, Asparagus, a Roll and Strawberry Shortcake.
- June
 - Father's Day meal sponsored by VFW District II who provided and grilled the steaks for the

	<p>special meal. Residents enjoyed a meal consisting of Steak, Potato Salad, Baked Beans, Watermelon, and Ice Cream.</p> <p>5. Miscellaneous</p> <ul style="list-style-type: none"> • ISVH-Lewiston is running a new advertisement in the area highlighting the quality of food residents enjoy. • Finished the year in the black financially. • VA Survey resulted in zero deficiencies. <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 F	Idaho State Veterans Cemetery (James Earp – Director):
Information/Data Discussion:	<p>1. Cemetery Update</p> <ul style="list-style-type: none"> • The cemetery completed the 4th quarter FY 2017 with 511 Veteran interments and 217 Dependent interments totaling 728 interments total. • Interment Revenue: The ISVC's 4th quarter FY 2017 interment revenue was \$567,581 a minor decrease from \$567,675 in 4th quarter FY 2016. <p>2. Volunteer Update.</p> <ul style="list-style-type: none"> • Volunteers completed 3,212 volunteer hours through the 4th quarter of the Fiscal Year. • Cemetery re-evaluated volunteer program to best serve veterans and their families. <p>3. Construction.</p> <ul style="list-style-type: none"> • DPW Project 17602 is close to completion. <ul style="list-style-type: none"> ○ Included sealing and re-stripping roads and drainage improvements. <p>4. Events.</p> <ul style="list-style-type: none"> • Two upcoming events <ul style="list-style-type: none"> ○ Purple Heart Day Monday, August 7th at the Idaho State Capitol the Military Order of the Purple Heart will bestow a designation of the ISVC as a Purple Heart Cemetery

- Spirit of '45 Ceremony will be held on Sunday August 13th at 10 am to recognize our WWII Veterans and their families

5. Admin.

- Our Cemetery Employees received a reclassification of their positions. This professionalized the description of their daily duties in line with their National Cemetery Administration peers.



6. Blackfoot Cemetery Update

- DPW 17603 Master Planning concept design of the proposed SE Idaho Veterans Cemetery. The interactive planning meetings allow for a fluid design that captures operational lessons learned and provides environmental considerations that are unique to eastern Idaho. Significant Actions: DPW 17603 As of 7/13/2017:
 - Master Planning renderings
 - IDVS & IDHW, Land transfer complete and discussions about water rights
 - Utility planning with City of Blackfoot
 - Master Plan Report under review
 - VCGP confirmed IDVS pre-application requirements are current for FY18 (October 2017)
 - Project presentation to PBFAC on August 1, 2017



The image displays four sets of architectural drawings for different building types, arranged vertically. Each set includes a 3D perspective rendering, a 2D floor plan, and a title block. A vertical graphic of the American flag is positioned to the left of each set of drawings.

- Maintenance Shop Buildings:** The 3D view shows a single-story building with a covered entrance and two large yellow garage doors. The floor plan shows a rectangular layout with various rooms and equipment. The title block includes the project name and sheet number BB.
- Administration Bus Shed:** The 3D view shows a two-story building with a stone and wood exterior and large windows. The floor plan shows a more complex layout with multiple rooms. The title block includes the project name and sheet number L1.00.
- Committal Shelter:** The 3D view shows a simple structure with a large, gabled roof supported by wooden posts. The floor plan shows a rectangular layout with rows of seating. The title block includes the project name and sheet number BB.
- Roadside Adaptive Restrooms:** The 3D view shows a small, single-story building with a stone and wood exterior and a covered entrance. The floor plan shows a compact layout with restrooms. The title block includes the project name and sheet number L1.00.

	  <p>Floor opened for questions and/or comments. No questions or comments.</p>																																
Action/Decision/Conclusion:	As above; information update as available.																																
Responsible Party:	State Veterans Cemetery Director																																
Target Completion Date:	Update each meeting until complete.																																
Status:	INFORMATION																																
Topic G.	Office of Veterans Advocacy (Bill Heyob – Program Director):																																
Information/Data Discussion:	<p>1. The Office of Veterans Advocacy continues to set records for the number of Veterans and family members assisted this year. Here are the statistics comparing Fiscal Year-to-Date totals from 2016 and 4th Quarter 2017:</p> <table border="1" data-bbox="487 1386 1477 1743"> <thead> <tr> <th></th> <th><u>4th Qtr 2016 Totals</u></th> <th><u>2017 Totals</u></th> <th><u>Increase/Decrease</u></th> </tr> </thead> <tbody> <tr> <td>Interviews YTD</td> <td>7,952</td> <td>7,058</td> <td>- 894</td> </tr> <tr> <td>POAs Filed YTD</td> <td>3,934</td> <td>5,732</td> <td>+ 1,798</td> </tr> <tr> <td>Claims Filed YTD</td> <td>5,949</td> <td>7,874</td> <td>+ 1,925</td> </tr> <tr> <td>Correspondence</td> <td>4,643</td> <td>5,438</td> <td>+795</td> </tr> <tr> <td>Appeals YTD</td> <td>353</td> <td>378</td> <td>+ 25</td> </tr> <tr> <td>Home Visits</td> <td>289</td> <td>395</td> <td>+ 106</td> </tr> <tr> <td>State Emergency Grants Approved</td> <td>8</td> <td>6</td> <td>-2</td> </tr> </tbody> </table> <p>2. Notable changes from June 2016 and 2017:</p> <ul style="list-style-type: none"> June 2017 had (145) additional claims and (31) additional powers of attorney filed per over the same month in 2016. 		<u>4th Qtr 2016 Totals</u>	<u>2017 Totals</u>	<u>Increase/Decrease</u>	Interviews YTD	7,952	7,058	- 894	POAs Filed YTD	3,934	5,732	+ 1,798	Claims Filed YTD	5,949	7,874	+ 1,925	Correspondence	4,643	5,438	+795	Appeals YTD	353	378	+ 25	Home Visits	289	395	+ 106	State Emergency Grants Approved	8	6	-2
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3. Noteworthy Issues currently happening with the VA
- Boise VARO is in the process of hiring 10 additional claims processors.
 - Boise VARO remains in the top 10 of VA Regional Offices in the Country based on Quality Rates
 - Current National Work Queue average to complete a claim is 118 days
 - Current Average in NWQ to take 1st actions on a submitted claim is 10 days (thanks to auto cest features from D2D and eBenefit/SEP claims).
 - Average wait time for a VA employee to answer a Veteran's call at the VA Call Centers is 25 seconds
 - Beginning in the near future, VARO personnel will no longer print award letters and mail them to the Veteran/claimant.
 - Instead, a central location (Janesville possibly) will print and mail notification letters to veterans.
 - The VA Central Office (VACO) is also discussing the option of sending a Veteran/claimant an e-mail stating that their VA Letter is viewable on eBenefits rather than sending a printed Notification Letter.
 - If the VA successfully transitions to paperless notifications, there is potentially \$35 million or more in savings per year.
 - VACO is considering releasing a Mobile App that would allow Veterans to submit certain types of claims that could be granted near instantaneously using Rules Based Processing (i.e. Temp 100% for 13 months for a Total Knee Replacement surgery)
 - The VA's latest initiative is called the Decision Ready Claim Process where as a Veteran is requested to file an Intent to File and then have exams completed before the actual claim form is submitted. VA is supposed to have a rating decision within 30 days if a veteran completes the process correctly.
 - Beginning this past March, NWQ is assigning more Idaho claims to Boise VARO than it was previously
 - There were only 21 BVA Hearings granted to Idaho for 2017, BVA's priority is still those appeals certified to BVA August 2014 or older.
 - Due to Boise VAROs low inventory of pending appeals, in the near future the Boise VARO Appeals section will work on more appeals from across the country submitted to the NWQ.

	<ul style="list-style-type: none"> • While the VA signed the VA Dental Insurance Reauthorization Act into law allowing the current VA Dental Insurance Pilot Program (VADIP) to move forward as a permanent benefit, the program is not accepting new patients while the VA determines who will proceed with the contract to manage the program. <p>4. Significant Events within the OVA</p> <ul style="list-style-type: none"> • Personnel <ul style="list-style-type: none"> ○ Michele Perry filled one of the service officer vacancies in April. ○ Lance Santiago filled the remaining service officer vacancy in July. ○ Wes McAuslan moved to the Caldwell Department of Labor Office to provide a permanent OVA presence in Canyon County. • Kelly McCartney attended the 2017 National Female Veterans Conference in Minnesota during the month of June 2017. • Our office fielded many questions/concerns pertaining to the President's Budget Proposal severing Individual Un-employability Benefits for Veterans receiving Social Security Retirement Benefits. • Our Office is preparing to send 6 Veteran Service Officers to the VFW Basic Service Officer Training in Annapolis, MD August 6-11. Remainder will attend the VFW Advanced Service Officer Training November 5-9. • The 2017 County and Post Veteran Service Officer School will be held at the Riverside Hotel in Boise August 30th - September 1st. <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 Program Director
Target Completion Date:	Update each meeting.
Status:	INFORMATION
Topic H.	Veterans Education – GI Bill (Doug Jacobson – Veterans Education Coordinator):
Information/Data Discussion:	<p>1. FY 2017 VA Compliance</p> <ul style="list-style-type: none"> • Seventeen Compliance Visits completed through three quarters of FY 2017 (Education Office follows the federal Fiscal calendar for compliance visits). • One site visit remains for the year.

	<ul style="list-style-type: none">○ AICM site visit upcoming, conducted remotely. <p>2. SAA Training and Travel</p> <ul style="list-style-type: none">● Upcoming<ul style="list-style-type: none">○ July – Academy of Equine Dentistry July 28 – Glens Ferry<ul style="list-style-type: none">▪ One of only three programs worldwide to provide training in Equine Dentistry.○ August - NASAA Summer Conference Aug 12-16 in Providence, RI○ August – Yellow Ribbon Training Event Aug 18 – Gowen Field○ August – Western Idaho Fair Aug 27 – Veteran Services Outreach○ October– National Training Institute Oct 30 – Nov 3 in Tempe, AZ● Past Travel<ul style="list-style-type: none">○ Northern Idaho (Laclede, Coeur d’Alene, and Lewiston) in Q4 for compliance with Action Electric, NIC- outreach, CDA - PD, City of CDA Water Department, and CDA Chamber of Commerce○ Eastern and SW Idaho in Q4 for compliance inspections with College of Massage therapy, Idaho Real Estate School, JATC, Meridian and Nampa PD, and TVCC.○ Presented pre-discharge claim and education information at Mountain Home AFB for four Transition Assistance classes – 175 personnel○ Western Association of Veterans Education Specialists (WAVES) conference July 9-13 in Tempe, AZ <p>3. Number of Approved Facilities in Idaho</p> <ul style="list-style-type: none">● Total 293● 110 On-the-Job (OJT) programs approved (Two additional programs are pending approval)● 111 Apprenticeship programs approved (Two additional programs are pending approval)● 47 Non-College Degree (NCD) programs approved (Three additional programs are pending approval)● 21 Institution of Higher Learning (IHL) programs approved● 4 Flight Schools approved <p>4. Approximate number of veterans utilizing benefits</p> <ul style="list-style-type: none">● 2,983 total<ul style="list-style-type: none">○ 2,769 enrolled in IHLs
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	<ul style="list-style-type: none"> ○ 84 enrolled in NCDs ○ 54 in apprenticeship programs ○ 38 in flight school ○ 38 in OJT programs <p>5. Issues/In the Works</p> <ul style="list-style-type: none"> ● Universities and Colleges: <ul style="list-style-type: none"> ○ University of Phoenix withdrew from Idaho ○ EITC is changing its name to College of Eastern Idaho - pending ● Non-College Degree Programs <ul style="list-style-type: none"> ○ Academy of Equine Dentistry ○ Leapfox Academy – 27 New IT-focused programs ○ Silverhawk Aviation – adding five new fixed-wing programs ● Education Office Updates <ul style="list-style-type: none"> ○ Move to the State Veteran Home Annex to assist OVA and Education ○ VA Education System access is still pending approval for SAA ○ The Harry W. Colmery Veterans Educational Assistance Act of 2017 <ul style="list-style-type: none"> ▪ SAA increased funding ▪ Several GI Bill ® proposed increases <p>Floor opened for questions and/or comments. No questions or comments.</p>
Action/Decision/Conclusion:	As above; information update as available.
Responsible Party:	Veterans Education Coordinator
Target Completion Date:	Update each meeting until complete.
Status:	INFORMATION
Topic I.	Idaho Division of Veterans Services (David Brasuell – Administrator):
Information/Data Discussion:	Kevin Wallior History Pin Brief <ul style="list-style-type: none"> ● IDVS officially launched the Memorials and Monuments Project to identify all memorials, monuments, art, etcetera that honors military and veterans in the state of Idaho. This project utilizes a website called HistoryPin.org. More information is available at http://veterans.idaho.gov/memorials. ● The Governor's Office included this information in a Memorial Day press release. ● Doug Petcash interviewed Kevin and Colleen on his Viewpoint program to discuss the project. That interview is available at the following address

<http://www.ktvb.com/news/local/viewpoint/viewpoint-greenbelt-damage-memorials-and-monuments-project/452242285>.

- The History Pin project has seen growth since the last Commission meeting.
- Thirty-two different monuments identified to date.

Colleen Moon Brief

- The Commission on the American Academy of Nursing's "Have You Ever Served?" Campaign to identify veterans who may be eligible to receive VA benefits.
 - Continue to encourage Idaho healthcare providers to participate.
 - Campaign specifically targets nurses.
 - Educates providers on asking patients if they have ever served in the military.
 - Provides brochures with IDVS OVA numbers on them to direct veterans to seek assistance obtaining VA benefits.
 - In the process of meeting with local providers discovered a hospice agency that has its own veterans committee. The committee was very receptive to this initiative.
- CMS
 - Colleen is assisting the three ISHVs with becoming compliant with the new CMS regulations.
 - She is making sure facilities are aware of the new regulations and making the necessary changes to become compliant.
 - Implementing a Quality Assurance & Improvement Program as part of this process.
- COOP Continuity of Operations Plan
 - Colleen is assisting the Division and ISVHs with ensuring accurate and up-to-date emergency management planning.
 - New guidelines published in June.
 - Compliance deadline is in November.
 - IDVS is coordinating with and participating in community drills.
- Collaborating with IT staff to develop digital applications for the Cemetery and ISVH programs.

Tracy Schaner Brief

- IDVS updated its Strategic Plan. It is available to view on the website <http://veterans.idaho.gov/about>.

- Legislative Issues
 - Revised IDAPA governing ISVH to bring in line with new CMS regulations.
 - Removed a section made redundant by CMS regulation changes.
 - Statutory change to reflect the addition of a new State Veterans Cemetery.
 - No longer refers to a single state veteran cemetery. New language allows for more cemeteries beyond the planned Blackfoot cemetery.
- Upcoming events
 - IDVS in conjunction with the Veterans, Service-members, & Families Coordination Council is hosting a MyVA Community Forum in eastern Idaho.
 - At Idaho State University in Pocatello, ID on August 2, 2017 at 6:30 PM.
 - Opportunity for veterans in eastern Idaho to share their experiences with representatives from the various agencies that provide veterans services throughout eastern Idaho.
 - A Purple Heart Day event at the Idaho State Capitol on August 7, 2017 at 10 AM
 - Celebrates Purple Heart veterans.
 - Recognizes the Idaho State Veterans Cemetery as a Purple Heart Cemetery.

David Brasuell's Brief

- Division Update
- IDVS continues to field legislative inquiries regarding veterans bills from state senators and representatives.
- IDVS continues to identify and hire quality staff to serve Idaho's veterans.
 - Identifying a good fit is important.
- The State Budget finished the fiscal year in the black. Important to remember that compared to many states IDVS in a very fortunate situation due to the fiscal stability of Idaho.
- The Pocatello Community Based Outpatient Clinic is nearing completions. Scheduled to open to veterans in August.
- The Twin Falls CBOC will not be expanding in the near future.
- Home Administrators, Financial Manager, and the Deputy Administrator will be attending NASVH in Orlando at the end of the month.

	<ul style="list-style-type: none"> • David Brasuell will be attending NASDVA in the US Virgin Islands at the end of August. • The Veterans Recognition Fund Committee will be meeting this afternoon. <p>Floor opened for questions and/or comments. No questions 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:

Commissioner Gimpel motioned to adjourn at 11:10 am. Commissioner Cash seconded. Meeting adjourned at 11:10 am.

Next meeting is scheduled for
October 11, 2017
Idaho State Veterans Home – Lewiston
Conference Room
821 21st Avenue Lewiston, ID 83501

Commissioner Cash motioned to adjourn. Commissioner Gimpel seconded. Commissioner Napier adjourned the meeting at 11:07 AM MT.

 H. Melvin Napier, Chairman

 David Brasuell, Executive Secretary