

Idaho Veterans Affairs Commission  
 October 11, 2017 8:30 a.m. PST  
 Idaho State Veterans Home – Lewiston Conference Room

Members: Commissioner H. Melvin Napier, Chairman  
 Commissioner Arthur L. Gimpel  
 Commissioner Leo Dub  
 Commissioner Patrick Grace  
 Commissioner Jinny Cash (absent)  
 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: Leticia Scott, Staff Assistant from Senator Mike Crapo's Office

**I. ANNOUNCEMENTS:**

Meeting commenced at 8:30 AM PST.

New Commissioner Patrick Grace was introduced and sworn in.

All attendees introduced themselves to Commissioner Grace

**II. OLD BUSINESS:**

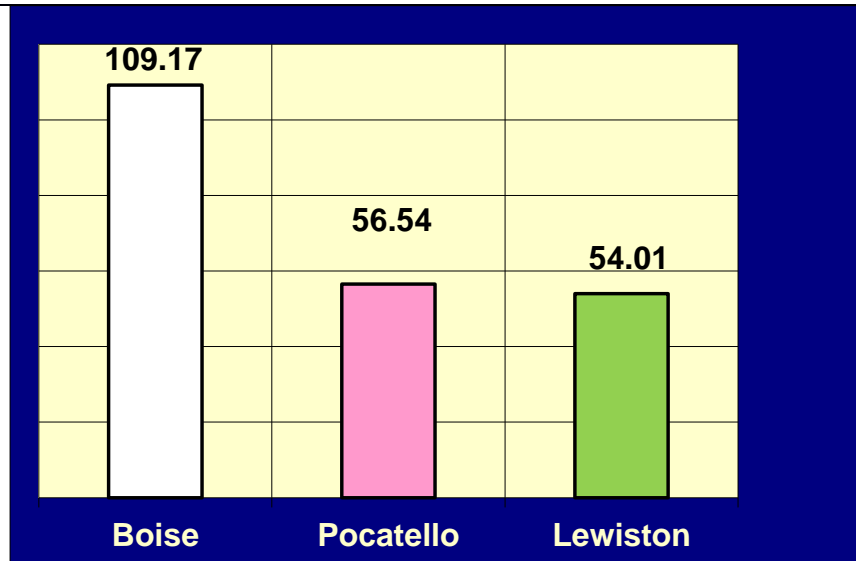
Topic A.	Minutes of Last Meeting (7-19-17):
<b>Information/Data Discussion:</b>	Minutes sent electronically to the Commissioners for review prior to this meeting. There were no changes offered.
<b>Action/Decision/ Conclusion:</b>	8:45 AM Commissioner Dub made a motion to dispense with the reading of the minutes. Commissioner Gimpel seconded. Commissioners voted unanimously to accept the minutes as submitted.
<b>Responsible Party:</b>	Administrative Assistant II, IDVS
<b>Target Completion Date:</b>	N/A
<b>Status:</b>	<b>CLOSED</b>

**II. STANDING ITEMS:**

Topic A.	Human Resources (Dan Claar – Human Resource Director):																												
<p><b>Information/Data Discussion:</b></p>	<p>1. IDVS Classified Turnover History FY12-FY17</p> <div data-bbox="548 390 1334 968" data-label="Figure"> <table border="1"> <caption>IDVS CLASSIFIED TURNOVER HISTORY FY12 – FY17</caption> <thead> <tr> <th>Fiscal Year</th> <th>Turnover %</th> </tr> </thead> <tbody> <tr> <td>2012</td> <td>18</td> </tr> <tr> <td>2013</td> <td>29.7</td> </tr> <tr> <td>2014</td> <td>31.9</td> </tr> <tr> <td>2015</td> <td>28.8</td> </tr> <tr> <td>2016</td> <td>32</td> </tr> <tr> <td>2017</td> <td>36.7</td> </tr> </tbody> </table> </div> <ul style="list-style-type: none"> <li>• Data in the above slide is agency wide includes all programs and positions.             <ul style="list-style-type: none"> <li>○ On average 1 out of 3 employees turnover annually.</li> <li>○ Much of this is related to a healthy economy and plentiful job opportunities.</li> <li>○ ISVH-Lewiston faces significant challenges due to Washington state's higher minimum wage.</li> </ul> </li> </ul> <div data-bbox="548 1339 1357 1917" data-label="Figure"> <table border="1"> <caption>FY17 IDVS Turnover % By Program</caption> <thead> <tr> <th>Program</th> <th>Turnover %</th> </tr> </thead> <tbody> <tr> <td>Division</td> <td>21.40%</td> </tr> <tr> <td>Cemetery</td> <td>28.60%</td> </tr> <tr> <td>OVA</td> <td>11.40%</td> </tr> <tr> <td>Boise Home</td> <td>38.80%</td> </tr> <tr> <td>Poc Home</td> <td>31.80%</td> </tr> <tr> <td>Lew Home</td> <td>47.70%</td> </tr> </tbody> </table> </div>	Fiscal Year	Turnover %	2012	18	2013	29.7	2014	31.9	2015	28.8	2016	32	2017	36.7	Program	Turnover %	Division	21.40%	Cemetery	28.60%	OVA	11.40%	Boise Home	38.80%	Poc Home	31.80%	Lew Home	47.70%
Fiscal Year	Turnover %																												
2012	18																												
2013	29.7																												
2014	31.9																												
2015	28.8																												
2016	32																												
2017	36.7																												
Program	Turnover %																												
Division	21.40%																												
Cemetery	28.60%																												
OVA	11.40%																												
Boise Home	38.80%																												
Poc Home	31.80%																												
Lew Home	47.70%																												

	<ul style="list-style-type: none"><li>● ISVH Turnover rates for FY2017<ul style="list-style-type: none"><li>○ All Nursing Home Employees: 39.2%</li><li>○ CNAs: 59.4%</li><li>○ Dietary/Cook: 38.8%</li><li>○ RNs: 43.3%</li><li>○ LPNs: 43.3%</li></ul></li></ul> <p>2. FY 2018 CEC Appropriation Recap</p> <ul style="list-style-type: none"><li>● For FY 2018, the Legislature approved the following:<ul style="list-style-type: none"><li>○ 3% Pay-line Move</li><li>○ 3% ongoing salary increase, based on merit</li><li>○ Encouraged Agencies to use FY17 salary savings for early implementation (this effort was successful).</li></ul></li><li>● Early implementation was successful.<ul style="list-style-type: none"><li>○ 97.5% Classified employees eligible with an average of 3.8% merit based increase.</li></ul></li></ul> <p>3. Pay Line Exception &amp; FY19 Market Equity Line Item Requests for Lewiston</p> <ul style="list-style-type: none"><li>○ IDVS established and submitted a plan to DFM &amp; DHR to use additional projected personnel salary savings to help address the considerable recruiting and retention challenges faced in the northern Idaho region due to increasing wages in Washington State. Due to numerous Lewiston staff approaching the top of their respective pay grades, which are not competitive with increasing Washington state minimum wages, IDVS has submitted a formal request to DHR for a pay line exception covering the staff in pay grades E &amp; F (entry level nursing and dietary).</li><li>○ Additionally, IDVS has requested to implement a performance based market equity merit increase for the staff of the Lewiston Veterans Home:<ul style="list-style-type: none"><li>▪ Pay Grades E&amp;F: Wage Adjustment Increase of \$1.50</li><li>▪ All Other Pay Grades: Wage Adjustment Increase of \$0.75</li></ul></li></ul> <p>4. FY 2019 Personnel Budget Request</p> <ul style="list-style-type: none"><li>● 1% Change in CEC w/benefits (\$180,878.72)</li><li>● Market Equity for Lewiston – (\$221,068.21)</li><li>● Additional Staffing – (\$0.00)</li><li>● Total increase from FY18: \$401,946.94</li><li>● Total FY19 Annual Pay with Benefits: \$23,177,546.94</li></ul>
--	--

	<p>Floor opened for questions and/or comments.</p> <p>Commissioner Grace: What point do you exhaust the available applicant pool to fill positions in Lewiston and other facilities in the north at the low end of the pay scale?</p> <p>That is a significant challenge and it is unknowable. Currently, other nursing facilities in the area have a low census. As such, those facilities don't have a high need for staff. ISVH-Lewiston is an attractive position due to the consistency of work. As the census increases at other facilities it becomes more difficult for ISVH-Lewiston to compete. Washington's higher minimum wage also makes it difficult to compete for staff.</p>								
<b>Action/Decision/Conclusion:</b>	As above; information update as available.								
<b>Responsible Party:</b>	Human Resource Officer								
<b>Target Completion Date:</b>	Update each meeting until complete.								
<b>Status:</b>	<b>INFORMATION</b>								
<b>Topic B.</b>	<b>Financial Report (Debbie Spence – Financial Officer):</b>								
<b>Information/Data Discussion:</b>	<p>1. ISVH Data              YTD Per Diem Costs for ISVHs as of September 30, 2017</p> <table border="1"> <caption>YTD Per Diem Costs for ISVHs as of September 30, 2017</caption> <thead> <tr> <th>Location</th> <th>Per Diem Cost</th> </tr> </thead> <tbody> <tr> <td>Boise</td> <td>\$350.92</td> </tr> <tr> <td>Pocatello</td> <td>\$317.73</td> </tr> <tr> <td>Lewiston</td> <td>\$335.48</td> </tr> </tbody> </table> <p>Per diem is per day per resident (veteran or spouse).</p> <p>Average Daily Census as of September 30, 2017</p>	Location	Per Diem Cost	Boise	\$350.92	Pocatello	\$317.73	Lewiston	\$335.48
Location	Per Diem Cost								
Boise	\$350.92								
Pocatello	\$317.73								
Lewiston	\$335.48								



Occupancy Rates as of October 2, 2017

- Dom/Res Care: 94%
  - IDVS Nursing: 86%
  - Goal: 90%
2. VA State Home Per Diem Program
    - Effective October 1, 2017
    - Increase from \$106.10 to \$107.16
    - 1% increase
    - \$56,500 projected additional revenue
  3. FY 2018 Appropriation
    - Total Appropriation \$44,609,800
      - General Funds 3.1% (all funds are in personnel or trustee & benefits)
    - Closely watching cash flow
  4. FY 2019 Budget Request
    - \$41,169,400
    - General Fund 2.7%
    - Request includes:
      - Change in Benefit Costs <\$517,100>
      - 1% Change in Employee Compensation – \$181,300
      - Replacement Items - \$500,000
      - Market Equity - \$221,100
      - New Capital Outlay & Operating - \$120,800
      - Liability Rule Change - \$20,000
      - Second Cemetery in Blackfoot, Idaho - \$7,496,100
      - Requested \$150,000 from the Veterans Recognition Fund to the Veterans Recognition

	<p style="text-align: center;">Income Fund to cover the Veterans Recognition Fund Committee’s annual allocation plan.</p> <p>5. FY 2019 DPW Projects</p> <ul style="list-style-type: none"> <li>• 7 total Projects</li> <li>• Requested Permanent Building Funds             <ul style="list-style-type: none"> <li>○ Four Priority Projects:                 <ul style="list-style-type: none"> <li>▪ Replace Flooring – Lewiston (estimated \$140,000)</li> <li>▪ Replace Flooring – Pocatello (estimated \$210,000)</li> <li>▪ Phase II of the Cabinets in Resident Rooms (estimated \$100,000)</li> <li>▪ Remodel Business Office and Replace Windows – Lewiston (estimated \$130,000)</li> </ul> </li> </ul> </li> </ul> <p>6. Idaho Skilled Facility Assessment Act</p> <ul style="list-style-type: none"> <li>• Statute 56-1511 (2) – The Idaho State Veterans Homes shall be eligible to participate in the program and shall be eligible for annual nursing facility adjustments.             <ul style="list-style-type: none"> <li>○ Pay approximately \$1,000,000</li> <li>○ Funds will be used to match Federal Funds</li> <li>○ Potential to receive approximately \$3,000,000</li> </ul> </li> <li>• Regards Medicaid reimbursement to skilled nursing facilities taxed on non-Medicare days. For every \$1 taxed receive approximately \$3 back in return from Federal matching.</li> <li>• ISVH initially not eligible for this program as it was initially deemed the state cannot tax itself.             <ul style="list-style-type: none"> <li>○ Upon further discussion and evaluation, it was determined that an inter-governmental transfer would allow participation in this program.</li> </ul> </li> </ul> <p>Floor opened for questions and/or comments.                  No questions or comments.</p>
<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	Financial Officer
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic C.</b>	<b>Idaho State Veterans Home - Boise (Rick Holloway – Administrator):</b>
<b>Information/Data Discussion:</b>	1. FY 2018 1 <sup>st</sup> Quarter Operations Report <ul style="list-style-type: none"> <li>• Census</li> </ul>

	<ul style="list-style-type: none"><li>○ Nursing Care Occupancy Rate 83% for the quarter<ul style="list-style-type: none"><li>▪ July 83%</li><li>▪ August 83%</li><li>▪ September 84%</li></ul></li><li>○ Medicare A Average Daily Census 3.3<ul style="list-style-type: none"><li>▪ July 2.5</li><li>▪ August 6.0</li><li>▪ September 1.3</li></ul></li><li>○ Residential/Domiciliary Care Occupancy Rate 94% for the quarter<ul style="list-style-type: none"><li>▪ July 94%</li><li>▪ August 96%</li><li>▪ September 91%</li></ul></li><li>○ Nursing Admissions and Discharges<ul style="list-style-type: none"><li>▪ July 5 Admissions, 2 Discharges, 4 Deaths</li><li>▪ August 10 Admissions, 5 Discharges, 2 Deaths</li><li>▪ September 9 Admissions, 6 Discharges, 4 Deaths</li></ul></li><li>○ Res/Dom Admissions and Discharges<ul style="list-style-type: none"><li>▪ July 6 Admissions, 5 Discharges</li><li>▪ August 1 Admissions, 3 Discharges</li><li>▪ September 3 Admissions, 3 Discharges</li></ul></li><li>● Receipts<ul style="list-style-type: none"><li>○ Medicaid \$853,171</li><li>○ VA Per Diem \$1,284,009</li><li>○ All Other Receipts \$804,151</li><li>○ Medicare Part A \$52,754</li><li>○ Medicare Part B \$25,920</li></ul></li><li>● Pharmacy<ul style="list-style-type: none"><li>○ Medicare Part D \$9,377</li><li>○ VA Pharmacy Receipts \$8,107</li><li>○ Pharmacy Costs \$124,185</li><li>○ Average Cost PPD \$12.36</li></ul></li></ul> <p>2. DPW Projects/Major Maintenance</p> <ul style="list-style-type: none"><li>● Dishwasher replacement project begun in September.<ul style="list-style-type: none"><li>○ Using paper plates and bowls until completed.</li></ul></li><li>● A/C unit in the kitchen being repaired due to leaking issue.</li><li>● Air handling unit in the front elevator lobby is being prepared for replacement.<ul style="list-style-type: none"><li>○ New unit is already on site.</li><li>○ Current unit in the attic will be removed through the roof</li></ul></li></ul>
--	--

- Parking lot repaving and painting project has been delayed until spring of 2018 due to a lack of available warm days remaining in 2017.
- Sewer replacement project for 1W will commence in late January 2018.
  - Will require a quarter of the hall to be uninhabitable during the seven-day project.
  - Admissions will be halted in December to allow adequate time for empty rooms to become available for 1W veterans temporarily impacted by this project.
- The boiler replacement is progressing and will be finished by spring 2018.

### 3. Significant Community Activities

- July Events: a "We the People" parade was conducted for residents, veterans attended a Boise Hawks Baseball game, went fishing in Nampa with the VA and the National Guard, and attended a Snake River Stampede Matinee Performance.
- August Events: Y-Kids, Gem Jesters, went fishing in Nampa with the VA and National Guard, attended a Boise Hawks Baseball game, attended the Spirit of 45 ceremony at the Idaho State Veterans Cemetery, attended Caldwell Night Rodeo, Walks and Socializing with Boise Police Department and Boise Fire Department, Capital Squares Dancers visited, attended the Western Idaho Fair and a Concert at the Idaho Botanical Gardens.
- September Events: attended a Boise Hawks baseball game, watched a Boise State University football game, conducted Air Force Appreciation Day, attended the Idaho Veterans Olympics, participated in the National POW/MIA Recognition Ceremony at the VAMC and Chrome at the Home Motorcycle Show conducted in the ISVH-Boise parking lot.

### 4. Special Meals

- July
  - July 4th Lunch: Fried Chicken, Potato Salad, Corn on the Cob, Biscuit and Cherry Cobbler.
  - July 4th Dinner: BBQ Beef on a Bun, Baked Beans, Coleslaw and Root Beer & Ice Cream Floats.
- August
  - There were no special meals for the month of August.
- September



	<ul style="list-style-type: none"> <li>○ Labor Day Lunch: BBQ Ribs, Potato Salad, Corn on the Cob, Dinner Roll and Warm Cherry Cobbler with Hand Dipped Ice Cream</li> </ul> <p>5. Miscellaneous</p> <ul style="list-style-type: none"> <li>● Phil Hawkins the longtime volunteer coordinator for the Boise Veterans Home retired.             <ul style="list-style-type: none"> <li>○ Jo Ann Daron hired as Phil's replacement.</li> </ul> </li> <li>● The new maintenance supervisor Taylor Barkley is a former surveyor and is a valuable resource heading into survey season.</li> </ul> <p>Floor opened for questions and/or comments.                  No questions or comments.</p>
<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	Boise Home Administrator
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic D.</b>	<b>Idaho State Veterans Home - Pocatello (Josiah Dahlstrom – Administrator):</b>
<b>Information/Data Discussion:</b>	<p>1. FY 2018 1<sup>st</sup> Quarter Operations Report</p> <ul style="list-style-type: none"> <li>● Census             <ul style="list-style-type: none"> <li>○ Nursing Care Occupancy Rate 86% for the quarter                     <ul style="list-style-type: none"> <li>▪ July 85%</li> <li>▪ August 88%</li> <li>▪ September 84%</li> <li>▪ The 86% occupancy rate is a ten percent increase over the previous year and is attributable to the stabilizing presence of the new Director of Nursing Services as well as a shift in the personnel on the Admissions team.</li> </ul> </li> <li>○ Medicare A Average Daily Census 4.7                     <ul style="list-style-type: none"> <li>▪ July 4.8</li> <li>▪ August 6.0</li> <li>▪ September 3.4</li> </ul> </li> <li>○ Nursing Admissions and Discharges                     <ul style="list-style-type: none"> <li>▪ July 10 Admissions, 7 Discharges, 1 Deaths</li> <li>▪ August 7 Admissions, 5 Discharges, 2 Deaths</li> <li>▪ September 9 Admissions, 5 Discharges, 3 Deaths</li> </ul> </li> </ul> </li> <li>● Receipts</li> </ul>

	<ul style="list-style-type: none"><li>○ Medicaid \$398,939</li><li>○ VA Per Diem \$1,006,653</li><li>○ All Other Receipts \$278,353</li><li>○ Medicare Part A \$116,591</li><li>○ Medicare Part B \$10,444</li><li>● Pharmacy<ul style="list-style-type: none"><li>○ Medicare Part D \$20,731</li><li>○ VA Pharmacy Receipts \$18,213</li><li>○ Pharmacy Costs \$121,310</li><li>○ Average Cost PPD \$23.32</li></ul></li></ul> <p>1. DPW Projects/Major Maintenance</p> <ul style="list-style-type: none"><li>● DPW 16-610 Oxygen tank project completed in July</li><li>● DPW 16-601 Cooling tower project completed in September</li><li>● DPW 17-608 New flooring project began in September</li><li>● DPW 17-609 New lighting project being planned and will be put out to bid in the near future.</li></ul> <p>2. Significant Community Activities</p> <ul style="list-style-type: none"><li>● July: No significant community event in July.</li><li>● August: Eastern Idaho "My VA Community Forum" on August 2, 2017 brought veterans service representatives from IDVS, the VA and partner agencies together to meet with and listen to the concerns of Eastern Idaho veterans; Military Affairs Committee (MAC) meeting on August 11; American Flags were set up for a military appreciation event at the local zoo on August 12.</li><li>● September: "Soldiers Welcome Home" event at the Pocatello airport on September 2; MAC meeting on September 8; 9/11 Remembrance Event on September 11; Pocatello VA Clinic grand opening on September 27.</li></ul> <p>3. Special Meals</p> <ul style="list-style-type: none"><li>● July<ul style="list-style-type: none"><li>○ 7/4/17: "Happy 4th": Lunch: Hamburgers and Hot Dogs, Pickles, Onions, Cheese, Potato Salad, Baked Beans, Potato Chips, and Watermelon.</li><li>○ 7/24/17: Dinner: Special Meal Sponsored by the American Legion Women's Aux: Marinated BBQ Steak, Butterfly Shrimp/Sauce, Loaded Baked Potatoes, Dinner Rolls/Butter, Spring Salad, Scandinavian Vegetables, and Orange Delight.</li></ul></li><li>● August</li></ul>
--	--

	<ul style="list-style-type: none"> <li>○ 8/5/17: BBQ Dinner with the Elks: Grilled Steak, Baked Beans, Variety of Salads, and Fresh Fruit.             <ul style="list-style-type: none"> <li>▪ The Elks are very good to our residents, they not only grill steaks, but bring smiles and happiness to our residents.</li> </ul> </li> <li>○ 8/18/17: Catch of the Day: BBQ Trout, O'Brien Potatoes, Salad Bar, and Cinnamon Rolls.             <ul style="list-style-type: none"> <li>▪ The residents love to have a fish fry and talk about who caught the biggest fish. Of course, they had more fun catching them, but then guessing if they got to eat the fish they caught was fun for everyone.</li> </ul> </li> <li>● September             <ul style="list-style-type: none"> <li>○ 9/10/2016: VETERANS OLYMPICS- Sponsored by: "American Legion auxiliary": Hot Dogs &amp; Hamburgers, Potato Salad, Fruit Salad, Coleslaw, Potato Chips, Watermelon, and Cake</li> <li>○ 9/23/2016: Grilled Rainbow Trout, Lemon Slices, Fried Potatoes &amp; Onions, Salad, and Mandarin Oranges</li> </ul> </li> </ul> <p>4. Miscellaneous</p> <ul style="list-style-type: none"> <li>● Marketing &amp; Media             <ul style="list-style-type: none"> <li>○ The Pocatello Veterans Home has a 360° Virtual Tour available on their section of the IDVS webpage. (Accessible at <a href="http://veterans.idaho.gov/virtualtour/pocatello/">http://veterans.idaho.gov/virtualtour/pocatello/</a>)</li> <li>○ It cost approximately \$350 to pay a photographer to take all the photos used and virtual tour was created by IDVS IT staff.</li> </ul> </li> </ul> <p>Floor opened for questions and/or comments.              No questions or comments.</p> <p>Floor opened for questions and/or comments.              No questions or comments.</p>
<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	Pocatello Home Administrator
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic E.</b>	<b>Idaho State Veterans Home - Lewiston (Mark High – Administrator):</b>

**Information/Data  
Discussion:**

1. FY 2018 1<sup>st</sup> Quarter Operations Report
  - Census
    - Nursing Care Occupancy Rate 82% for the quarter
      - July 78%
      - August 81%
      - September 86%
      - The census was low in July, but that was the case across the community. Other facilities in the area averaged approximately 60% census.
    - Medicare A Average Daily Census 5.0
      - July 4.3
      - August 4.6
      - September 6.1
    - Nursing Admissions and Discharges
      - July 1 Admissions, 1 Discharges, 3 Deaths
      - August 7 Admissions, 3 Discharges, 1 Deaths
      - September 7 Admissions, 1 Discharges, 5 Deaths
  - Receipts
    - Medicaid \$300,517
    - VA Per Diem \$757,493
    - All Other Receipts \$519,503
    - Medicare Part A \$124,617
    - Medicare Part B \$22,850
  - Pharmacy
    - Medicare Part D \$10,897
    - VA Pharmacy Receipts \$4,558
    - Pharmacy Costs \$79,273
    - Average Cost PPD \$15.95
2. DPW Projects/Major Maintenance
  - July
    - Signature Roofing has completed everything on the "Punch List" and the roofing project is officially complete.
    - Maintenance has been busy working on the Lawn Care system. With the above average heat this spring, they have had to add extra sprinkler heads to our system.
  - August
    - Busy power raking the grounds to improve our lawns and with the high temperatures this month, we had to increase our watering schedules.

	<ul style="list-style-type: none"><li>○ Community surrounded by the Wild Fires and the area has been filled with smoke. This precipitated the need to change out facility air filters in the air handling system more often to prevent any breathing issues for residents.</li><li>● September<ul style="list-style-type: none"><li>○ Maintenance staff prepared a new Water Management plan for the new survey requirements and the E tags.</li><li>○ Initial plans for the chapel have been drawn.</li><li>○ Preparing to convert all facility lighting to LED bulbs, which will improve energy efficiency.</li></ul></li></ul> <p>3. Significant Community Activities</p> <ul style="list-style-type: none"><li>● July events:<ul style="list-style-type: none"><li>○ We took three outings to the Air show the first week of July. One of our residents, who is 96 years old, able to fly in a B17 aircraft. He had the experience of his lifetime.</li><li>○ Residents attend a breakfast at the Air show viewed the aircraft.</li><li>○ Residents enjoyed their annual Fourth of July celebration while Sandy Riggers entertained the troops. This was a special requested event by the members of the Resident Council and it was enjoyed by all.</li></ul></li><li>● August<ul style="list-style-type: none"><li>○ Residents enjoyed a breakfast out at the VFW Hall this month. They had a great time getting out and the food was great.</li></ul></li><li>● September<ul style="list-style-type: none"><li>○ The Valley Veterans Council Food Drive was held at the local stores this month. The food was donated to the Valley Food Bank and the Valley Veterans Council donated the cash, \$1,474.53, to the Veterans Home.</li><li>○ We also hosted the IVAL-N meeting on the 20th.</li><li>○ Residents attended the Opening Ceremonies at the Nez Perce County Fair<ul style="list-style-type: none"><li>▪ The Veterans Home chaplain gave the invocation and one of their Activity Assistants sang the National Anthem.</li><li>▪ Set up an informational booth at the annual Nez Perce County Fair this year.</li><li>▪ the booth was decorated with pictures of the hands of the residents and staff with the theme of "Hands of Heroes".</li></ul></li></ul></li></ul>
--	---

	<ul style="list-style-type: none"> <li>▪ Excellent opportunity to provide the community with information about our facility and the services we offer as well as information pertaining to staff and volunteer recruitment.</li> <li>▪ In addition, we informed the public on the "Have You Served" campaign.</li> <li>▪ Booth received a Second-Place ribbon for the booth decoration and education provided.</li> </ul> <p>4. Special Meals</p> <ul style="list-style-type: none"> <li>• July             <ul style="list-style-type: none"> <li>○ The residents enjoyed the "Build Your Own Hotdog" meal for the Fourth of July celebration. The dinner consisted of a hot dog with some favorite trimmings like chili, cheese, onions, sauerkraut, and several condiments. They also enjoyed the sides of potato salad, baked beans, watermelon, and brownies.</li> </ul> </li> <li>• August             <ul style="list-style-type: none"> <li>○ BBQ Sweet and Sour Beef and Pork Ribs, Hawaiian Macaroni Salad, Polynesian Rice, Roasted Potatoes, Pineapple Cheesecake and Fruit Kabobs.</li> </ul> </li> <li>• September             <ul style="list-style-type: none"> <li>○ Our special meal this month consisted of a Bacon Cheddar Burger and Hot Dogs, Macaroni Salad, Coleslaw and watermelon.</li> </ul> </li> </ul> <p>5. Miscellaneous</p> <ul style="list-style-type: none"> <li>• Marketed heavily regarding therapy services.             <ul style="list-style-type: none"> <li>○ Resulted in a notable increase in Medicare days (Med-A)</li> <li>○ This is short term rehabilitation.</li> </ul> </li> <li>• Staffing PPD has been higher due to an ability to guarantee hours in a market where competitors are unable to do so.</li> <li>• Anticipate being Phase II surveyed             <ul style="list-style-type: none"> <li>○ New infection control requirements.</li> <li>○ Must establish an antibiotic stewardship program.</li> </ul> </li> </ul> <p>Floor opened for questions and/or comments.              No questions or comments.</p>
<p><b>Action/Decision/Conclusion:</b></p>	<p>As above; information update as available.</p>

<b>Responsible Party:</b>	Lewiston Home Administrator
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic F</b>	<b>Idaho State Veterans Cemetery (James Earp – Director):</b>
<b>Information/Data Discussion:</b>	<ol style="list-style-type: none"> <li>1. Cemetery Update                     <ul style="list-style-type: none"> <li>• The cemetery completed the 1<sup>st</sup> quarter FY 2018 with 150 Veteran interments and 60 Dependent interments totaling 210 interments total.</li> <li>• Interment Revenue: The ISVC's 1<sup>st</sup> quarter FY 2018 interment revenue was \$149,315 a minor decrease from \$158,611 in 1<sup>st</sup> quarter FY 2017.</li> </ul> </li> <li>2. Volunteer Update.                     <ul style="list-style-type: none"> <li>• Volunteers completed 796 volunteer hours through the 1<sup>st</sup> quarter of the Fiscal Year.</li> </ul> </li> <li>3. Construction.                     <ul style="list-style-type: none"> <li>• DPW Project 17602 although expect to be completed during this quarter suffered from poor workmanship and lack of supervision.                             <ul style="list-style-type: none"> <li>○ Additional drainage improvements will be completed by a more qualified contractor soon.</li> </ul> </li> </ul> </li> <li>4. Events.                     <ul style="list-style-type: none"> <li>• Purple Heart Day Monday, August 7<sup>th</sup> at the Idaho State Capitol the Military Order of the Purple Heart bestowed a designation to the ISVC as a Purple Heart Cemetery</li> <li>• November 10<sup>th</sup> will host a Group Military Honors ceremony to read the names of all Veterans interred at the cemetery throughout the year who did not receive honors at the time of interment.</li> <li>• December 16<sup>th</sup> at 10 AM ISVC will host the annual National Remembrance ceremony as a part of Wreaths Across America.                             <ul style="list-style-type: none"> <li>○ Goal to raise \$43,000 to have a wreath at every gravesite.</li> <li>○ That will wreath 4300 gravesites.</li> </ul> </li> </ul> </li> <li>5. Blackfoot Cemetery Update                     <ul style="list-style-type: none"> <li>• 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</li> </ul> </li> </ol>

environmental considerations that are unique to eastern Idaho.

- Significant Actions: DPW 17603 As of 10/4/2017:
  - Master Planning renderings
  - IDVS & IDHW, submit transfer of water rights for 40 acre parcel
- FY2018 Priority List for construction grants identify Idaho as Group 1 funding for establishment



Floor opened for questions and/or comments.

Commissioner Grace asked what the average wait time is for approval of a Cemetery Grant application.

James Earp responded that there are too many variables to consider and each circumstance is different. As such, it is indeterminate.

<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	State Veterans Cemetery Director
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic G.</b>	<b>Office of Veterans Advocacy (Bill Heyob – Program Director):</b>
<b>Information/Data Discussion:</b>	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 1 <sup>st</sup> Quarter 2017 and 2018:  <div style="text-align: center;"> <b><u>1st Qtr 2018 Totals</u>    <u>1st Qtr 2017 Totals</u>    <u>Increase/Decrease</u></b> </div>



<b>Interviews YTD</b>	<b>1,708</b>	<b>1,864</b>	<b>- 156</b>
<b>POAs Filed YTD</b>	<b>1,310</b>	<b>1,335</b>	<b>- 25</b>
<b>Claims Filed YTD</b>	<b>1,992</b>	<b>1,989</b>	<b>+ 3</b>
<b>Correspondence</b>	<b>1,981</b>	<b>1,234</b>	<b>+747</b>
<b>Appeals YTD</b>	<b>91</b>	<b>100</b>	<b>- 9</b>
<b>Home Visits</b>	<b>70</b>	<b>71</b>	<b>- 1</b>
	<u><b>1st Qtr FY18</b></u>	<u><b>1st Qtr FY17</b></u>	<u><b>Increase/Decrease</b></u>
<b>Veterans Seen by OVA in Veterans Treatment Courts</b>	<b>96</b>	<b>59</b>	<b>+ 37</b>
<b>State Emergency Grants Approved</b>	<b>0</b>	<b>0</b>	<b>0</b>
<p>2. Notable changes from September 2016 and 2017:</p> <ul style="list-style-type: none"> <li>• September 2017 had <b>(50)</b> additional interviews, <b>(58)</b> less claims and <b>(2)</b> less powers of attorney filed over the same period in 2016.</li> </ul>			
<p>3. Noteworthy Issues currently happening with the VA</p> <ul style="list-style-type: none"> <li>• Boise VA Regional Office (VARO)                             <ul style="list-style-type: none"> <li>○ hired 9 additional claims processors, bringing the total number of FTE to 77 in the Service Center.</li> <li>○ It remains in the top 10 of VAROs in the Country based on Quality Rates</li> </ul> </li> <li>• The VA Central Office (VACO) Goal is to have the total inventory of back-logged claims (over 125 days old) at 70,000 or less by December.</li> <li>• VACO has made changes to the VBMS system that now allows us to track Idaho claims regardless of where they are being worked.</li> <li>• Average wait time for a VA employee to answer a Veteran's call at the VA Call Centers is less than 25 seconds</li> <li>• Decision Ready Claim Process has been implemented by the VA as of September 1, 2017. The Program is not gaining much (if any) support from any of the major Veteran Service Organizations.</li> <li>• The Appeals Modernization Act was signed into Law which creates the "3 Lane System" for Veterans to decide how to proceed. We are being told that it may take upwards of 18 months before procedures go into effect as VA decides how to handle Legacy Appeals.</li> <li>• There is no BVA Travel Board scheduled for Boise during FY-2018. BVA's priority for hearings are for those appeals certified to BVA May 2015 or older.</li> </ul>			

	<ul style="list-style-type: none"> <li>• VA has granted the contract to manage the VA Dental Insurance Program (VADIP) to Delta Dental of California and to MetLife (same contractors as before).             <ul style="list-style-type: none"> <li>○ They will begin enrolling Veterans November 15, 2017 with coverage beginning December 1, 2017.</li> </ul> </li> <li>• The Secretary of the VA is supposed to make a final decision on additional Agent Orange Presumptive Conditions before the end of the year.</li> </ul> <p>4. Significant Events within the OVA</p> <ul style="list-style-type: none"> <li>• Idaho had the highest percentage of claims submitted to the VA electronically in the Nation (83.9%)</li> <li>• Our Office sent (7) VSOs to the VFW Basic Service Officer Training in Annapolis, MD August 6-11.             <ul style="list-style-type: none"> <li>○ All performed very well on the final test and all passed.</li> <li>○ Kelly McCartney had the highest score of Idaho attendees with a score of 96%. (Class Average was 86%).</li> <li>○ Remainder will attend the VFW Advanced Service Officer Training November 5-9.</li> </ul> </li> <li>• 2017 County and Post Veteran Service Officer School held at the Riverside Hotel in Boise August 30-September 1<sup>st</sup>.             <ul style="list-style-type: none"> <li>○ 64 attendees not including IDVS Personnel and guests.</li> </ul> </li> </ul> <p>Floor opened for questions and/or comments.              No questions or comments.</p>
<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	Office of Veterans Advocacy Program Director
<b>Target Completion Date:</b>	Update each meeting.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic H.</b>	<b>Veterans Education – GI Bill (Doug Jacobson – Veterans Education Coordinator):</b>
<b>Information/Data Discussion:</b>	<ol style="list-style-type: none"> <li>1. FY 2017 VA Compliance             <ul style="list-style-type: none"> <li>• All Eighteen Compliance Visits completed through end of FY 2017 (Education Office follows the federal Fiscal calendar for compliance visits).</li> <li>• Received the list of Compliance Visits required for FY2018.</li> </ul> </li> <li>2. SAA Training and Travel             <ul style="list-style-type: none"> <li>• Past Travel Training</li> </ul> </li> </ol>

	<ul style="list-style-type: none"><li>○ July 9-13: Western Association of Veterans Education Specialists (WAVES) conference in Tempe</li><li>○ July 28: Academy of Equine Dentistry - Glenns Ferry</li><li>○ August 12-16: NASAA Summer Conference - Providence, RI</li><li>○ August 18: Yellow Ribbon Training Event - Gowen Field</li><li>○ August 27: Western Idaho Fair - Veteran Services Outreach</li><li>○ August 31: County Service Officer Training - Boise</li><li>○ September 15: Community Information Resource Fair - Boise</li><li>○ Monthly TAP briefing at Mountain Home AFB</li><li>○ August – Western Idaho Fair Aug 27 – Veteran Services Outreach</li><li>○ October– National Training Institute Oct 30 – Nov 3 in Tempe, AZ</li><li>● Future Travel Training<ul style="list-style-type: none"><li>○ October 17-18: ISU, Sage Truck Driving, NWCCF Presentation in Rexburg</li><li>○ October 30 – Nov 3: National Training Institute – SAA Training - Tempe, AZ</li><li>○ November 7-9: Compliance surveys with College of Eastern Idaho and Elevate Salon</li><li>○ November 13-17: Idaho Apprenticeship Week – travel TBD</li><li>○ December 15: NW Lineman College Rodeo - Meridian</li></ul></li></ul> <p>3. Number of Approved Facilities in Idaho</p> <ul style="list-style-type: none"><li>● Total 301</li><li>● 112 On-the-Job (OJT) programs approved (Increase of two additional programs)</li><li>● 112 Apprenticeship programs approved (Increase of one additional program)</li><li>● 53 Non-College Degree (NCD) programs approved (Increase of six additional programs)</li><li>● 20 Institution of Higher Learning (IHL) programs approved (Decrease of one program).</li><li>● 4 Flight Schools approved</li></ul> <p>4. Approximate number of veterans utilizing benefits</p> <ul style="list-style-type: none"><li>● 3,112 total<ul style="list-style-type: none"><li>○ 2,842 enrolled in IHLs</li><li>○ 163 enrolled in NCDs</li></ul></li></ul>
--	--

	<ul style="list-style-type: none"> <li>○ 60 in apprenticeship programs</li> <li>○ 32 in flight school</li> <li>○ 15 in OJT programs</li> </ul> <p>5. Issues/In the Works</p> <ul style="list-style-type: none"> <li>● Universities and Colleges:             <ul style="list-style-type: none"> <li>○ Brown-Mackie College withdrew from Idaho</li> </ul> </li> <li>● Non-College Degree Programs             <ul style="list-style-type: none"> <li>○ Academy of Equine Dentistry is VA approved</li> <li>○ Silverhawk Aviation – VA approved five new fixed-wing programs</li> </ul> </li> <li>● Education Office Updates             <ul style="list-style-type: none"> <li>○ FY18 focus on OJT / Apprenticeship programs with State &amp; Federal DOL</li> <li>○ GI Bill ® Comparison Tool “Know Before You Go” video</li> <li>○ The Harry W. Colmery Veterans Educational Assistance Act of 2017                     <ul style="list-style-type: none"> <li>▪ 21 separate GI Bill® increases / improvements in educational benefits</li> <li>▪ More information can be found at the following link  <a href="https://www.benefits.va.gov/GIBILL/fovergibill.asp">https://www.benefits.va.gov/GIBILL/fovergibill.asp</a> </li> </ul> </li> </ul> </li> </ul> <p>Floor opened for questions and/or comments.                  Commissioner Grace mentioned the assistance Idaho Department of Labor Vet Reps provide to the Idaho Division of Building Safety. Specifically mentioned the support of Robert Feliciano.</p>
<b>Action/Decision/Conclusion:</b>	As above; information update as available.
<b>Responsible Party:</b>	Veterans Education Coordinator
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>
<b>Topic I.</b>	<b>Idaho Division of Veterans Services (David Brasuell – Administrator):</b>
<b>Information/Data Discussion:</b>	Kevin Wallior History Pin Brief <ul style="list-style-type: none"> <li>● 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 <a href="http://veterans.idaho.gov/memorials">http://veterans.idaho.gov/memorials</a>.</li> <li>● The Governor's Office included this information in a Memorial Day press release.</li> <li>● The History Pin project has seen growth since the last Commission meeting.</li> </ul>

	<ul style="list-style-type: none"><li>○ The project has 51 pins.</li><li>○ 11 distinct contributors</li><li>○ The project has been viewed over 550 times.</li></ul> <p>Colleen Moon Brief</p> <ul style="list-style-type: none"><li>● Submitted the Idaho Memorials and Monuments project to the Abraham Lincoln Pillars of Excellence Award bestowed by the National Association of State Directors of Veterans Affairs (NASDVA)</li><li>● Continue to spearhead the "Have You Served?" campaign in the state of Idaho.<ul style="list-style-type: none"><li>○ Continue to encourage Idaho healthcare providers to participate.</li><li>○ Campaign specifically targets nurses.</li><li>○ Educates providers on asking patients if they have ever served in the military.</li><li>○ Provides brochures with IDVS OVA numbers on them to direct veterans to seek assistance obtaining VA benefits.</li></ul></li><li>● CMS<ul style="list-style-type: none"><li>○ Colleen is assisting the three ISHVs with becoming compliant with the new CMS regulations.</li><li>○ She is making sure facilities are aware of the new regulations and making the necessary changes to become compliant.</li><li>○ Implementing a Quality Assurance &amp; Improvement Program as part of this process.</li><li>○ Working with IT staff to revamp in-service management software system to meet new CMS requirements.</li></ul></li><li>● COOP Continuity of Operations Plan<ul style="list-style-type: none"><li>○ Colleen is assisting the Division and ISVHs with ensuring accurate and up-to-date emergency management planning.<ul style="list-style-type: none"><li>▪ ISVHs required to do a self-assessment regarding emergency preparedness.</li></ul></li><li>○ IDVS is coordinating with and participating in community drills.<ul style="list-style-type: none"><li>▪ Table top exercise planned in Pocatello in November.</li></ul></li></ul></li><li>● Applied for the 2018 AHCA/NCAL National Quality Award Program<ul style="list-style-type: none"><li>○ Bronze Award – Commitment to Quality Award Application &amp; Criteria for Skilled Nursing Care Centers (SNCC) &amp; Intellectual and</li></ul></li></ul>
--	---

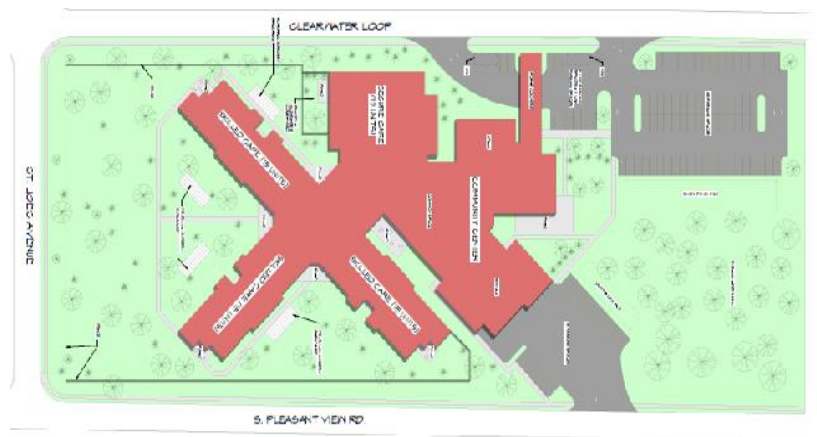
Developmental Disabilities (ID/DD)  
Residential Service Providers.

Tracy Schaner Brief

- 2018 Legislative Session
  - Statutory change to reflect the addition of a new State Veterans Cemetery.
    - Provide Proper Nomenclature to Any State Veterans Cemetery
    - Technical Corrections to Idaho Code Sections:
      - 54-1144
      - 65-108
      - 65-202
      - 65-204
  - Wheelchair Transportation Program on hiatus, considering further changes.
    - Last legislative session made changes to program with the intent of working with the Idaho Transportation Department to leverage \$7000 funding and transform it into a grant program.
    - ITD determined that they were unable to enter into an agreement regarding this program.
    - This program only served six Treasure Valley veterans in FY2017.
      - All six of those veterans were referred to other programs to continue to meet their transportation needs.
    - There are transportation programs that provide service to veterans for free or for a low rate throughout the state either through the VA or non-profit organizations.
    - Additionally, IDVS continues to support veteran transportation through Veteran Support Fund and Veteran Recognition Fund grants.
  - IDAPA 21.01.01 – Temporary and Proposed Rules -Compliance with Federal CMS regulations governing ISVH.
    - Removed a section made unenforceable by CMS regulation changes.
- Post Falls – 4<sup>th</sup> Veterans Home
  - This past April, VA Secretary Shulkin announced that the VA State Home

Construction Grant Program will now allow States to submit designs more suitable for efficient operations and that are more in line with their own state Licensing and Certification Requirements.

- Under the previous grant application, the proposed 4<sup>th</sup> Veterans Home would have required significant subsidization.
- In May, IDVS staff met with the Governor's Office to discuss Secretary Shulkin's recent announcement and it was agreed that it was appropriate to withdraw Idaho's previous grant application and submit a new application based on a modified/hybrid design (taking lessons learned from both CLC and traditional homes).
- IDVS worked to revise the design and resubmit the grant application to require less general funds.
- This design incorporates the CLC guidelines where possible, meets our state's regulations and CFR, and maximizes the staff to resident ratio while continuing to ensure a home like environment.
- On October 12, 2017, IDVS officially withdrew the small home 56 bed application and submitted a modified 57 bed construction application (3 units with 15 beds each and 1 unit with 12 bed memory care unit).



#### David Brasuell's Brief

- The annual Veterans Olympics benefited from superb weather.
  - It was well attended and all veterans seemed to enjoy the affair immensely.
- IDVS continues to field legislative inquiries regarding veterans bills from state senators and representatives.

	<ul style="list-style-type: none"> <li>• IDVS continues to identify and hire quality staff to serve Idaho's veterans.             <ul style="list-style-type: none"> <li>○ Identifying a good fit is important.</li> <li>○ Washington state's high minimum wage compared to Idaho is an ongoing challenge.</li> </ul> </li> <li>• 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.             <ul style="list-style-type: none"> <li>○ High likelihood CEC will be approved at 3%</li> <li>○ No need for IDVS to request additional FTE due to prudent foresight.</li> </ul> </li> <li>• The Pocatello Community Based Outpatient Clinic opened to veterans.             <ul style="list-style-type: none"> <li>○ An excellent asset to veterans in Eastern Idaho.</li> </ul> </li> <li>• Division staff attended the National Association of State Veterans Home Administrators (NASVH) and David Brasuell attended the National Association of State Directors of Veterans Affairs Summer Conferences.             <ul style="list-style-type: none"> <li>○ Significant concern amongst the membership of both organizations regarding the number of surveys Veterans Homes undergo.</li> <li>○ Both NASVH and NASDVA favor a single survey that meets both VA and CMS requirements.</li> </ul> </li> <li>• NASDVA and the National Association of State Approving Agencies (NASAA) collaborating regarding the funding mechanism for NASAA considering the increased work load many of these organizations face as VA continues to shift responsibilities to them.</li> <li>• New part time IT staff permanently located in the Pocatello and Lewiston facilities.             <ul style="list-style-type: none"> <li>○ More efficient use of time and resources.</li> <li>○ Minimizes and shortens disruption to facility operations when all IT staff were previously located in Boise.</li> </ul> </li> <li>• IDVS has created and implemented an anonymous ethical conduct hotline for the Idaho State Veterans Homes.</li> </ul> <p>Floor opened for questions and/or comments.          No questions or comments.</p>
<p><b>Action/Decision/          Conclusion:</b></p>	<p>As above; information update as available.</p>



<b>Responsible Party:</b>	Division Administrator
<b>Target Completion Date:</b>	Update each meeting until complete.
<b>Status:</b>	<b>INFORMATION</b>

### **III. NEW BUSINESS:**

Leticia Scott, a staff assistant from Senator Crapo's office, emphasized that correcting the Choice Program is a significant concern to the Senator and his colleagues. Informed the Commission that the Senator's office is working on an action plan regarding responses to the Senator's Veterans Survey.

Additionally, discussed concerns regarding Suicide Prevention in the state of Idaho. Tracy Schaner responded that IDVS drafted a suicide prevention policy and created a Suicide Prevention toolkit for IDVS. IDVS' Suicide Prevention Policy was forwarded to the Governor's office for review with hopes that it may prove useful to other state agencies.

**Next meeting is scheduled for  
January 11, 2018  
Idaho Division of Veterans Services – Headquarters  
Main Conference Room  
351 Collins Road Boise, ID 83702**

---

Commissioner Grace motioned to adjourn. Commissioner Dub seconded. Commissioner Napier adjourned the meeting at 11:36 AM PT.

---

H. Melvin Napier, Chairman

---

David Brasuell, Executive Secretary