

COOK-ORR HEALTHCARE DISTRICT BOARD OF DIRECTORS' MEETING

February 26, 2020

The Cook-Orr HealthCare District Board of Directors held its regular meeting at the Cook Hospital Wednesday, February 26, 2020. Liz Dahl, called the meeting to order at 6:06pm.

PRESENT: Judy Pearson, Jolene Blake, Margie Hyppa, Wendy Long, Shirley Sanborn, Barb Johnson, Mike Enzmann, Tifany Briggs, Eric Pederson, Kathy Weiand, Liz Dahl, John Stegmeir

EXCUSED: Karen Baxter, Don Potter, Shirley Conaway

STAFF: Stephanie Maki, Julie Lesemann, Teresa Debevec, Kaylee Hoard

Minutes of the January 28, 2020 regular meeting were approved. **MH/BJ (MCU)**

STAFFING UPDATE

Open positions to include:

- 7 Part Time Nursing Assistant
- 1 Full Time Physical Therapist
- 2 Full Time Radiologic Tech
- 1 Full Time Director of Nursing – Care Center
- 1 Full Time Health Information Manager

Travelers:

- 1 Physical Therapist
- 2 Radiology Techs
- 1 Registered Nurse (Care Center)
- 3 C.N.A's (Care Center)

ADMINISTRATORS REPORT – Teresa Debevec

- Debevec reported the hospital will be using CTL Consulting to help recruit the Director of Nursing role for the Care Center.
- Debevec reported the Care Center census is back up to 28 residents.
- Debevec reported we will be partnering with Scenic Rivers on the billboard located just south of Cook, the new skin will be advertising our logos and services that are offered.
- Debevec reported and gave thanks to the Heiam Foundation for donated charging stations which are currently located throughout the facility.
- Debevec reported Case Mix entered the facility on February 18, 2020. Case Mix classifies residents into distinct groups, called Resource Utilization Groups (RUGs), based on the resident's condition and the care the resident receives. These groups determine the daily rate the facility charges for the resident's care and assigns a value to each classification, which they use to calculate the daily rate of payment for private pay and Medicaid stays. Case Mix found 5 changes.
- Debevec reported a few Department Managers will be participating in the North Woods Career Fair on Thursday March 5, 2020.
- Debevec reported the Minnesota legislature passed a law that requires licensees with the authority to prescribe controlled substances to obtain at least two hours of continuing education credit on best practices in prescribing opioids and Non-

pharmacological and implantable device alternatives for treatment of pain and ongoing pain management.

- Debevec reported the hospital portal does not have the ability to notify board members when items are added to the portal. Teresa or Stephanie will email a notification to board members when the portal has been updated.
- Debevec reminded board members to fill out expense forms if they traveled to the Annual Trustee Conference in January and turn them in to Stephanie.
- Debevec reported she has been in contact with our board consultant to gather information he has requested. She reminded everyone our consultant will be on-site Saturday, May 2nd from 9:00am - 12:00pm.

COMMITTEE REPORTS:

- **Executive Committee: 01/28/2020 – Liz Dahl**
 - Liz had discussion on the idea of forming a new committee for physical and mental health which would include board members and staff within our facility. It is hopeful to gain enough participation to provide education to community members. She asked for any interested board members to participate and to bring ideas forward.
- **Finance Committee: 02/26/2020 – Kaylee Hoard**
 - For the month Acute patient days were over budget by 1 day, with Swing & Transitional bed days under budget by 35 days ER visits were under budget by 45 visits. Emergency Room average level of care increased from December 3.38 to 3.49. Observation days under budget by 16 days. All other combined outpatient registrations were slightly over Care Center ADC under budget for the month. As of 02/12- we are Net Operating Revenues were \$146k under budget, along with total expenses under budget by \$59k, resulting in the Operating Margin behind budget. Adding in Non-Operating Revenue, Net Income was behind budget by \$83k. Payor category of Medicaid & Other were over budget, with all others under budget for the month. Note: AR Days decreased from prior month from 49.5 to 45.0. Both Hospital & Care Center decreased Days Cash on Hand continues to trend slightly above target.
 - Department of Human Services (DHS) is currently auditing the 2015-2016 & 2017-2018 Care Center Statistical & Cost Report - still in process
 - National Government Services (NGS) is currently auditing the 2015 & 2016 Medicare Cost Reports RSM is onsite Feb 24-27 to complete the annual audit
 - Care Center Cost & Statistical report for 10/01/18-09/30/19 was filed on January 31, 2020
- **Credentialing Committee:**
 - **New Applicants:** Joseph Vidmar, CRNA; Yan Julie Dong, MD (Cardiology)
 - **Reappointments:** David Boyce, PT (EMG); Stacy Colich, RD; Jean Maslowski, RD; Heather Smith, PA-C (Derm); Timothy Sprouls, DDS and Tele-radiologists Adman Hecht, MD and Scott Kerns, MD
 - **JP/ME (MCU)**
- **Quality Assurance Process Improvement (QAPI): No Meeting**
- **Compliance and Ethics: No Meeting**

- **Patient and Employee Safety: 02/11/2020 – Liz Dahl**
 - Dahl provided report from the Patient and Employee Safety Meeting. Dahl gave specifics on the number of falls in the Care Center in the previous quarter.
 - Lesemann reported a new process which will analyze each fall after its occurrence. Members of Care Center staff will gather after the fall to perform a root cause analysis and prevention measures will be put in place for future incidents.

- **Board Education – Teresa Debevec**
 - CMS is proposing a regulation to Medicaid program financing and supplemental payments. This rule would result in substantial cuts to the national Medicaid program and that will impact hospital and health system reimbursement. The new rule is vague and available data is limited. MHA has written a 5-page comment to CMS to withdraw the rule in its entirety.

- **Governance Committee: 02/20/2020 – Mike Enzmann**
 - Mike reported 9 members of the board have a conflict of interest either by association or employees working at our facility.
 - Jolene Blake – Daughter, Jodi Whiteside, is a Nursing Assistant in the Care Center
 - Wendy Long – Currently employed at Bois Forte Clinic.
 - Tiffany Briggs – Secretary for the Heiam Medical Foundation
 - Karen Baxter – Daughter in-law, Julie Ioerger, works as a Registered Nurse in the Hospital and Outpatient Services
 - Don Potter – Lake Vermilion Fire Brigade President – Receive grant funds
 - Eric Pederson – Occasional music entertainment
 - Julie Lesemann – Sister, Teresa Debevec, is CEO – Daughter, Kendra Swanson is a Nursing Assistant in the Care Center
 - Stephanie Maki – Mother, Robin Ferguson, is Patient Registrar in Admissions.
 - Teresa Debevec – Sister, Julie Lesemann, is COO.

NEW BUSINESS & CORRESPONDENCE

- **Community Benefit Program**
 - Debevec reported an update was made to the Community Benefit Program policy to adjust the federal poverty guidelines to match 2020.
 - **JP/MH (MCU)**
- **LPN Contract**
 - Debevec asked for approval in the ratification of the AFSCME LPN contract.
 - **JP/ME (MCU)**
- **Adult Day Services Survey**
 - Debevec reports ADS was surveyed on January 27, 2020 and ten citations were reported, corrective action has been taken.
- **Annual Report**
 - Debevec reviewed the annual report with board members.

- **Next Board Meeting: March 24, 2020**

- **Questions or comments: N/A**

- **Please hand in your Board Meeting Evaluations**
- **There being no further business there was a motion to adjourn at 7:08 pm.**

Respectfully submitted,

Stephanie Maki – Recorder

Teresa Debevec, CEO