

Regular Board Meeting

Tuesday, August 25, 2020

2:00 p.m. – Microsoft Teams Conference Call

Board Members Present

Karen Baxter – Unorganized St. Louis County
Jolene Blake – Willow Valley
Liz Dahl – Linden Grove
Judy Pearson – Beatty
Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County
John Stegmeir – Kabetogama

Barb Johnson – City of Orr
Shirley Conaway – Camp 5
Tiffany Briggs – Angora
Mike Enzmann – Field
Eric Pederson - City of Cook
Shirley Sanborn – Crane Lake

Board Members Absent

Wendy Long – Leiding
Kathy Weiland – Portage

Staff Members Present

Teresa Debevec – CEO/Administrator
Kaylee Hoard – CFO
Stephanie Maki – Human Resources Director

I. Approval of Minutes 07/28/2020

A motion to approve the July 28, 2020, Regular Board meeting minutes as presented was made by Judy Pearson, seconded by Marge Hyppa. The motion passed unanimously.

II. Administrators Report - Teresa Debevec

Currently the Care Center is struggling to hire Nursing Assistants, several staff have reduced their hours to casual due to attending college. We currently have two travel Nursing Assistants who are helping to pick up some additional hours.

The Central Services Department has hired a new Manager, Cody Downes was the Central Supply Assistant/Staffing Coordinator for the past two years and has been promoted to the management position.

The Heiam Event was very successful this year even though the event was held online via auction.

A CLIA Certificate of Waiver for the Care Center was applied for and has been received. This allows us to receive a COVID instrument from the federal government.

Fairview will provide speech therapy services every other Wednesday for two and a half hours.

CMS has authorized state surveyors to continue with survey activities within Care Centers, Laboratories, and Hospitals.

Dr. Hoffman will soon be joining the Scenic Rivers Clinic, they continue to search for housing.

Scenic Rivers Clinic has now partnered with the Mayo Clinic for its COVID testing due to a faster turnaround time. Previously they were using Quest through our lab, however results were taking up to two weeks to come in.

III. Committee Reports

a. Executive Committee – Liz Dahl

A congratulations was given to Tiffany on a successful Heiam event, as well as a thank you to Teresa for her hard work.

Dahl reported the pharmacy deficiencies have been resolved.

b. Finance Committee – Kaylee Hoard

Hoard presented the July 2020 financial dashboard report.

• Capital Budget Item

- A motion to accept the capital budget items were presented by Hoard. VAC RTU Air conditioning unit not to exceed \$35,000.00, AT Wall pack Replacement not to exceed \$35,000.00, and a Propane separate line to generator not to exceed \$80,000.00.

▪ EP/JP (MCU)

- **Capital Budget & Levy**
 - A motion to accept the 2021 Levy was presented by Hoard
 - **MH/JP (MCU)**
- c. **Credentialing Committee Meeting 08/04/2020 – Teresa Debevec**
 - Debevec requested appointments for Anthony Bastianelli, DO, Eddie Fiore, MD, Rachel Beldo, APRN, CNP. These were approved by medical staff and recommended to the board to accept.
 - **SS/BJ (MCU)**
- d. **Safety Meeting 08/18/2020 – Liz Dahl**
 - Dahl gave report on the Safety Meeting

IV. **Old Business**

- a. **Board Election – Teresa Debevec**

Debevec reported board member applications for ballot have been submitted and verified.
- b. **Board Consultant – Liz Dahl**

Dahl reported the executive committee has completed its second meeting with our board consultant, Cyrus White via virtual meeting. The purpose of these meetings will help with board governance issues and/or policies. It will help gain understanding of our roles as board members and of the CEOs.
- c. **Trauma Survey – Teresa Debevec**

Debevec reported a virtual trauma follow up meeting was held on August 11, 2020 and everything is in place. The team was satisfied with the work the hospital put into correcting the deficiencies. Surveys will now be every three years rather than quarterly.
- d. **COVID Update – Teresa Debevec**

Debevec reported ADS remains closed

Debevec reported Julie Lesemann and herself have been working on a detailed plan to allow for visitations in the Care Center to resume. MDH has released guidelines to allow for visitations and activities to reopen, in order to do so all residents and staff will be COVID tested which will begin on September 8, 2020.

V. **New Business & Correspondence – Teresa Debevec**

a. **Adult Day Services Program Abuse Plan**

- Debevec requested approval of the ADS Program Abuse Plan policy, no changes have been made to the policy.

- **EP/SS (MCU)**

b. **Record Retention Policy**

- Debevec requested approval of the Records Retention Policy.

- **JP/MH (MCU)**

At 2:50 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Karen Baxter. The motion passed unanimously.

Minutes respectfully submitted by Stephanie Maki, Human Resources Director – Approved by Teresa Debevec.