

Regular Board Meeting
Tuesday, October 27, 2020
5:00 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
Kathy Weiland – Portage
Tiffany Briggs – Angora
Mike Enzmann – Field
Eric Pederson - City of Cook
Shirley Sanborn – Crane Lake
Wendy Long – Leiding

Board Members Absent

Shirley Conaway – Camp 5

Staff Members Present

Teresa Debevec – CEO/Administrator
Kaylee Hoard – CFO
Stephanie Maki – Human Resources Director
Julie Lesemann – COO / Assistant Administrator

I. Approval of Minutes - 09/22/2020

A motion to approve the September 22, 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

The Dietary Department continues to search for a Certified Dietary Manager, the hospital has made contact with a recruiting firm and are hoping to sign an agreement with them soon.

Currently the Care Center has three traveling Nursing Assistants.

The newsletter is close to being done, one section of the report still needs to be completed and will be mailed out.

The MHA Winter Trustee virtual conference dates have been changed to January 14 & 15, 2021.

The Cloquet Hospital has notified us that they will be discontinuing ENT at our facility due to decreased volumes.

MHA has notified us that we will not receive the 2020 Adverse Events report and at this time it is unclear if/when the 2021 reports will be distributed.

Along with the previously donated \$35,000, the Auxiliary has generously donated another \$35,000 towards our new hospital beds.

Scenic Rivers has brought in a trailer for their current COVID – 19 curbside testing, previously a tent was set up however with the colder weather a heated area was needed.

Turkey certificates will be distributed soon.

Senior Leadership met this week to discuss the ongoing stress within our facility among department managers and line staff. The team will be putting together resources for all.

The next board meeting is scheduled for November 12, 2020 which is earlier than the usual meetings due to the election results and holding the full board meeting. A reminder was given that the financials will not be finished.

III. Committee Reports

a. Executive Committee – Liz Dahl

Dahl reported the Hospital is looking at a new Mammography machine for the Imaging Department. The current machine is a 2D Mammography Fujifilm unit and was purchased in 2011, the facility has researched on upgrading to a 3D Mammography Unit due to decreasing numbers due to not having 3D capability. The recommendation and request for approval is the CMDI's Hologic Selenia Dimensions 3D 3000 Package with SmartCurve Option on a per scan bases with CMDI.

- **DF/WL (MCU)**

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. Cell phone booster (\$40,292.04 - grant funded) and Kitchen RTU Units (\$17,450.00 - Capital Levy funded) both units have already been installed.

- **BJ/ SS (MCU)**

c. Credentialing Committee Meeting 09/22/2020 – Teresa Debevec

- Debevec requested appointments for: Marc Jacobson, MD, Teleradiology; Julia Hoffman, MD, Family Practice / Reappointments: Teleradiology: Scott Sullivan, MD; Shawn Ahmed, MD; Djordje Boskov, MD

- **ME/CP (MCU)**

- d. **QAPI Meeting** – No Meeting
- e. **Compliance/Ethics** – No Meeting
- f. **Safety** – No Meeting
- g. **Governance Committee** – No Meeting

IV. **Old Business**

a. **Board Consultant Update – Judy Pearson**

Pearson reported the Executive Committee has met with Cyrus White via virtual meeting several times. The purpose of the 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.

b. **COVID Update – Julie Lesemann**

COVID-19 information is constantly changing again by MDH and CMS

Monday, October 26th we opened for Visitors in the Care Center based on the County positivity rate, unfortunately had to close visitation on October 27th due to a positive COVID 19 test for an employee working in the Care Center.

Compassionate Care visitor definition has been updated by CMS and MDH. This will include the previous “Essential Caregiver” language and will open up the Care Center to a lot of visitors who can come in due to the “loose definition” of who comes in under the previous Compassionate Care definition. We are updating policies at this time and will provide an update to the Resident Representatives and to the employees.

Large uptick in positive COVID 19 cases in our community and surrounding communities. We look at the zip codes posted by MDH weekly. This includes Cook, Orr, Buyck, Britt, Virginia, Eveleth, Mt. Iron, Tower, Nett Lake and Ely. We are very concerned that this may be the start of our Surge. We have had 4 positive employees here at the Cook Hospital & Care Center in the past week 3 discovered through the mandatory weekly testing in LTC, one in the hospital with symptoms and was a high risk exposure outside of work.

Met with Dr. Holmes and the EP committee to review our COVID Acute Care Response Plan. We identified our greatest concern regarding a surge which is staffing. The contingency back up plan for replacement of RN staff would be to utilize the RN’s working in other roles in the facility. We have requested that all RN’s working in other areas determine and arrange for back up assistance in their roles in the event that our surge puts us in a staffing crisis. We also discussed the use of PT/OT to assist with patient care and as needed in acute, COVID unit, or ER.

Continue to perform weekly COVID-19 testing on all staff who provide care to our residents in the Care Center.

Lateral Transfers were discussed with the physicians from St. Luke's and Essentia in Duluth as they have been at full capacity for the most part for the past 3 weeks. Most of their census has not been COVID 19, but rather those with Medical conditions that waited to come in to receive care during the pandemic. St. Luke's also provided all physicians on the Wilderness Health group with checklists on how to treat/keep those with COVID 19 who are stable, to relieve some pressure off the bed capacity surges that they are experiencing.

Sofia 2 antigen rapid testing COVID- We received another Sofia 2 testing machine last week from the Federal government to be used in LTC only. We also received the Bionax now AG test cards as well. We are working on creating policies and education / training for the card kits and hope to have them ready within the first few weeks of November. These are sent to us at no cost with a limited amount of test kits. Then we will need to purchase the test kits when we run out of the initial shipment.

Remdesivir- Pharmacy has purchased this medication used to treat COVID 19 symptoms for those patients that are severely ill and that are requiring hospitalization.

V. New Business & Correspondence – Teresa Debevec

a. Trauma Survey – Teresa Debevec

Debevec reported a virtual trauma follow up meeting was held in October 2020. The team was satisfied with the work the hospital put into correcting the deficiencies and we are now designated as a level 4 hospital. Surveys will continue to be every three years rather than quarterly, the next survey to September 15, 2023.

b. ECPN Application – Kaylee Hoard

Hoard reported the facility received an increase in the Equitable Cost-Sharing for Publicly Owned Facilities (ECPN) for the daily care center room and board rates. The increase will be \$11.28 to \$17.22, which will affect Medicaid and private pay residents on 01/01/2021.

- **JL / ME (MCU)**

c. Any questions or comments – N/A

d. Board Meeting evaluations – Please email remarks to Debevec, Dahl or Maki.

e. Adjourn – Liz Dahl

- At 5:53 p.m., a motion to adjourn the meeting was made by July Pearson, seconded by Margie Hyppa. The motion passed unanimously.

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