

**Regular Board Meeting**

**Thursday, November 12, 2020**

**5:00 p.m. – Microsoft Teams Conference Call**

**Board Members Present**

Wendy Long – Leiding

John Stegmeir – Kabetogama

Liz Dahl – Linden Grove

Judy Pearson – Beatty

Marge Hyppa – Owens

Don Potter – Unorganized St. Louis County

Jolene Blake – Willow Valley

Kathy Weiand – Portage

Barb Johnson – City of Orr

Shirley Conaway – Camp 5

Tiffany Briggs – Angora

Mike Enzmann – Field

Eric Pederson - City of Cook

Shirley Sanborn – Crane Lake

Karen Baxter – Unorganized St. Louis County

**Board Members Absent**

**Staff Members Present**

Teresa Debevec – CEO/Administrator

Julie Lesemann – COO / Assistant Administrator

Stephanie Maki – Human Resources Director

Kaylee Hoard - CFO

**I. Approval of Minutes 10/26/2020**

- A motion to approve the October 26, 2020, regular board meeting minutes as presented was made by Margie Hyppa, seconded by Barb Johnson. The motion passed unanimously.

**II. Administrators Report - Teresa Debevec**

- Currently the Care Center has three travel Nursing assistants.
- The Dietary Manager position has been filled by a previous Dietary employee.
- A reminder was given to board members of the MHA Trustee Conference being held on January 14 & 15, 2021. This conference will be held virtual.
- Adult Day Services has now opened to clients.
- The Board portal will be updated to show only the last 6 months of board meeting information rather than a full year.

- HHS (U.S Department of Health and Human Services) has announced the first round of the Nursing Home Performance-Based incentive payments have been distributed. Care Centers are being recognized for demonstrating significant reductions in COVID-19 related infections and deaths between August - September and those who met infection control criteria.
- An application was completed and submitted to MDH for the Hospital to obtain the first phase of COVID vaccinations.

### III. Committee Reports

#### a. Executive Committee – Liz Dahl

- The pharmacy consultant has completed the 3<sup>rd</sup> quarter audit of the pharmacy, he found all areas are in order and the Pharmacy Director has been doing an excellent job getting the pharmacy back in compliance.
- The Orr ambulance continues to deny ambulance transfers for our facility, Debevec is still waiting on a reply from the city mayor for further discussion.
- Board members who are interested in running for a board position please email Debevec prior to the December 2020 meeting, the positions that are open are Chair, Chair-elect, Treasurer and Clerk.

#### b. Finance Committee – No Meeting

#### c. Credentialing Committee Meeting – No Meeting

#### d. QAPI Meeting – Margie Hyppa

- Margie reported on the QAPI meeting held on 10/28/2020.

#### e. Compliance/Ethics Meeting – Liz Dahl

- Dahl gave report on the Compliance/Ethics meeting held on 10/28/2020.

#### f. Safety Meeting – Liz Dahl

- Dahl gave report on the Safety Meeting held on 11/03/2020.

#### g. Governance Meeting – No Meeting

### IV. Old Business

#### a. Board Consultant Update – Liz Dahl

- Dahl reported the Executive Board members continue to meet with Cyrus White via virtual meeting to review policies and procedures. Updated information will be provided on a later date.

**b. COVID Update – Julie Lesemann**

- Due to another positive staff member within the facility and following MDH guidance we have discontinued visitors within the Care Center at this time.
- Weekly testing of staff continues Monday/Tuesday of each week based on county positivity rates.
- Hospital capacity continues to be a concern across Minnesota for availability of beds.
- Monoclonal Antibody treatment shipments are expected to begin arriving. The treatment is for mild to moderate COVID-19 symptoms, the treatment is specifically directed against the spike protein of SARS-CoV-2; designed to block the virus’ attachment and entry into human cells.

**V. New Business & Correspondence**

**a. Annual Policy Review – Teresa Debevec (Action Needed)**

- Debevec reported on policies that need approval: Corporate Compliance Plan, Emergency Department-Hospital Patient Care, Identity Theft Red Flags Compliance, Organ/Tissue-Eye Donation, QAPI, Risk Management & Vulnerable Adult
  - **ME/EP, MCU**

**b. Canvass Election Results – Teresa Debevec (Action Needed)**

- Debevec reported on the election results held on November 3, 2020.

<b>Angora Township</b>			
▪ NP		WI	
	Tiffany Briggs	WRITE-IN	
	130	0	
<b>Willow Valley Township</b>			
▪ NP		NP	WI
	Denise Parson	Jess E. Blake	WRITE-IN
	39	24	0

Portage Township			
▪ NP	WI		
Kathy Weiland	WRITE-IN		
103	2		
Crane Lake Township			
▪ NP	WI		
Shirley Sanborn	WRITE-IN		
81	1		
Cook			
▪ NP	NP	WI	
Lin Siegfried	Eric Pederson	WRITE-IN	
72	214	1	
Orr			
▪ NP	WI		
Barb Johnson	WRITE-IN		
119	6		
Owens Township			
▪ NP	WI		
Margie (Marge) Hyppa	WRITE-IN		
139	0		

▪ **SC/WL (MCU)**

- Debevec congratulated the elected officials and gave thanks to Jolene Blake for her dedicated years of service on the board.
- Debevec and Dahl will discuss the orientation process for the new board member (Denise Parson).

c. **Questions or comments**

- Dahl reminded board members the Auxiliary is holding their annual Holiday Bizarre on November 21, 2020 at the Cook Community Center.
- Dahl reported the Turkey certificates have been mailed out and will be available for pick-up at Zup's beginning on November 16, 2020.

d. **Board Meeting Evaluations – Liz Dahl**

- Provide meeting feedback to Debevec, Dahl, Lesemann or Maki

e. **Adjourn – Liz Dahl**

- At 6:08 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Shirley Sanborn. The motion passed unanimously.

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