

Regular Board Meeting
Tuesday, September 22, 2020
6:00 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

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

Jolene Blake – Willow Valley
Kathy Weiand – Portage
Karen Baxter – Unorganized St. Louis County

Staff Members Present

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

I. Approval of Minutes 08/26/2020

- A motion to approve the August 26, 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 has two travel Nursing assistants and one travel Radiology Tech in Imaging.
- The Dietary Manager position remains open, the dietary department has not had any qualified candidates for the position.
- A new billboard skin has been created and will be up soon on the billboard in Eveleth.
- Pocket calendars will be ordered this year to distribute out instead of the large wall calendars.
- Julie Lesemann has been working with Fairview to potentially bring cardia rehab services back to our facility.

- Last week it was reported the Greaney Rauch Silverdale fire department has shut down due to short staffing.
- The facility has been awarded a capital improvement grant in the amount of \$125,000.00 which will be used for the Omnicell.
- On August 26, 2020 \$50,600.00 was received from Health and Human Services to provide funding for LTC infection control. This funding will help offset the costs associated for testing requirements.
- The Cook Hospital was awarded the Minnesota Lions Diabetes Foundation, Inc. Dream Catcher Award on September 21, 2020. The Minnesota Lions Diabetes Foundation, Inc. awards a Lions Club or an individual that has accumulated \$1,000 in donations to the foundation. The Melvin Johnson Fellows, within the Lions Club, meet and determine who they will give this award to and they chose our facility.
- Department Managers will be working on updating the master audit report log to track items that are required to be reported externally.
- Resident satisfaction surveys have been postponed until further notice.

III. Committee Reports

a. Executive Committee – Liz Dahl

- Last week the hospital was informed by the Orr Ambulance that during the Minnesota peacetime emergency order they would not be providing transfers for Cook Hospital. Teresa will be inquiring with them for more information and discussion.
- Dr. Hoffman will begin working on September 30th, orientation plans by the clinic are currently taking place.

b. Finance Committee – Teresa Debevec

- Debevec presented the July 2020 financial dashboard report.
- A motion to renew a line of credit through the American Bank in the amount of \$500,000.00 was presented by Enzmann.
 - All in Favor

c. Credentialing Committee Meeting – No Meeting

d. QAPI Meeting – No Meeting

- e. **Compliance/Ethics Meeting** – No Meeting
- f. **Safety Meeting** – No Meeting
- 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**

- Baseline testing has taken place for all residents and staff members who were required to test. Per CMS if we have all negatives AND our county positivity rate is less than 5% we will continue to test staff once per month, residents will not have to be re-tested. If we have a positive staff and/or resident occur that will also change the frequencies of the test. Currently all staff/residents have tested negative, however due the county positivity rate we will remain closed for visitation until further notice.
- In the Hospital, visitation has re-opened, restrictions are in place for only one person/patient/day. All Hospital doors will remain locked and anyone requesting to visit will be informed of the restrictions and screened according to our protocols.
- A new antigen testing machine has been received for the Care Center, Julie and Rich Ziegler are working on policies/procedures and training will be provided to staff next week.

V. **New Business & Correspondence**

a. **Infection Preventionist – Teresa Debevec**

- Debevec reported Michelle Miskowitz will be taking on the role of the Infection Prevention Coordinator beginning 09/23/2020 and board approval is needed.
 - All in Favor

b. **November Board Meeting – Liz Dahl**

- Liz reported in November due to the elections we must hold a canvas meeting as well as a normal board meeting, we can choose to hold these separate or combine the two. The canvas meeting would need to be held between the dates of November 6 & 13. A suggestion was made to hold a combined meeting on Thursday November 12th.
 - All in Favor

- Liz asked for input on moving the time of future board meetings up an hour. Executive at 4:00, Finance at 4:30 and full board at 5:00pm.
 - All in Favor
- c. **Trustee Council – Liz Dahl**
 - A meeting was held via zoom on August 26, 2020, at that time it was decided the annual winter trustee conference will be held virtually on January 7 & 8, 2021 rather than in person. Dahl recommended each board member attend these sessions.
- d. **Questions or comments** – N/A
- e. **Board Meeting Evaluations** – Liz Dahl
 - Provide meeting feedback to Debevec, Dahl and Maki
- f. **Adjourn** – Liz Dahl
 - At 6:36 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Judy Pearson. The motion passed unanimously.

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