

Regular Board Meeting

Tuesday, April 27, 2021

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

Board Members Present

Shirley Sanborn – Crane Lake

John Stegmeir – Kabetogama

Karen Baxter – Unorganized St. Louis County.

Judy Pearson – Beatty

Marge Hyppa – Owens

Don Potter – Unorganized St. Louis County

Wendy Long – Leiding

Barb Johnson – City of Orr

Liz Dahl – Linden Grove

Tiffany Briggs – Angora

Mike Enzmann – Field

Eric Pederson - City of Cook

Denise Parson – Willow Valley

Kathy Weiland – Portage

Board Members Absent

Shirley Conaway – Camp 5

Staff Members Present

Teresa Debevec – CEO/Administrator

Julie Lesemann – COO / Assistant Administrator

Kaylee Hoard - CFO

Stephanie Maki – Human Resources Director

Guests

Tim Balthazor – RSM

I. Approval of Minutes 03/23/2021

- A **motion** to approve the March 23, 2021, regular board meeting minutes as presented was made by Barb Johnson, seconded by Eric Pederson. The motion passed unanimously.

II. Administrators Report - Teresa Debevec

- The Care Center has three travel Nursing assistants, and the Hospital has one travel Registered Nurse.
- We have hired a recruiting firm to help recruit for our Dietary Manager position.
- The Marketing team has begun working on the Summer newsletter, the billboard skin will be changed to promote our 3D mammography, and a service list will be sent out to all resorts to prepare for summer.
- Chris Novak, IT has been sending out weekly HIPPA emails to educate staff.

- We were notified by the Northeast Service Co-op of our health insurance moving to Medica from Blue Cross Blue Shield effective January 2022.
- The handicap paddles were installed on the internal doors between the Scenic Rivers Clinic and the Hospital.
- Two Care Center staff members were certified as chair fitness instructors.
- Meeting have been set up to meet with Russ White (Board consultant) to review the strategic planning.
- Debevec, Dahl, and Pearson will be meeting with Russ White in May to review board processes.
- Debevec provided a Legislative update.

III. Committee Reports

a) Executive Committee – 03/23/2021 Judy Pearson

- Pearson encouraged board members to reach out to Legislators regarding the recent Legislative update that was proposed.
- In July, the board will continue to discuss the option to move to in-person meetings again versus virtual.

b) Finance Committee – 04/27/2021 – Kaylee Hoard

- Tim Balthazor presented the 2021 annual audit conducted by RSM.
 - RSM's responsibility: Perform an audit & to express an opinion
 - RSM audited the financial statements in accordance with generally accepted auditing standards and *Government Auditing Standards*.
 - Financial statements are fairly stated.
 - Adjusting Entries-See summary
 - Significant issues discussed with management
 - COVID-19 pandemic impact
 - Coronavirus Aid, Relief, and Economic Security (CARES) Act assistance
 - Uniform Guidance Audit

Auditor's communication to the Executive and Finance Committee (continued)

Summary of year-end adjustments

	Amount
Increase in net position per internal financial statements prior to audit	\$ 759,184
Adjustments provided to us by management subsequent to receiving the trial balance:	
To record Provider Relief Funds (COVID-19) for Lost Revenue	741,120
To record workers' compensation related accrual	(2,691)
Increase in net position per the audited financial statements	<u>\$ 1,497,613</u>

Auditor's communication to the Executive and Finance Committee (continued)

Income (loss) from operations

	2020	2019	Increase (Decrease)	
			Amount	Percent
Income (loss) from operations, before tax levy revenue:				
Hospital	\$ 471,183	\$ 554,948	\$ (83,765)	(15.1)
Care Center	<u>(1,388,791)</u>	<u>(1,323,064)</u>	<u>(65,727)</u>	(5.0)
	<u>\$ (917,608)</u>	<u>\$ (768,116)</u>	<u>\$ (149,492)</u>	(19.5)
Income (loss) from operations, including tax levy revenue:				
Hospital	\$ 1,506,070	\$ 1,467,599	\$ 38,471	2.6
Care Center	<u>(1,070,901)</u>	<u>(991,855)</u>	<u>(79,046)</u>	(8.0)
	<u>\$ 435,169</u>	<u>\$ 475,744</u>	<u>\$ (40,575)</u>	(8.5)

- Hoard reviewed the March 2021 financial dashboard report.

c) Credentialing Committee Meeting – 04/23/2021

- **Emergency** - Eric Elleby, MD; John Collingham, MD; Jennifer Fischer, MD; Chelsea Mann, MD; Eric Scrivner, MD; Monty Seper, MN; Edwin Anderson, MD
- **Teleradiology** - Ben Abda, Rafik, DO; Michael Grant, MD; Taro Aikawa, MD; Jared Browing, MD; Scott Chang, MD; Delphie Clarke, MD; Steven Davis, MD; Daniel Eurman, MD; Kenton Kagy, MD; Vibhu Kapoor, MD; Eugene Kim, MD; Rebecca Mango, MD; Aspan Oshon, MD; Koreen Potts, MD; James Turner III, MD
- **Pathology** - Roberta Zimmerman, MD
 - MH / LD (MCU)

- d) QAPI Meeting – No Meeting
- e) Compliance/Ethics Meeting – No Meeting
- f) Safety Meeting – No Meeting

IV. Old Business

- a) COVID Update – Julie Lesemann
 - We have seen an uptick in positive COVID cases around the state and region and here in Cook. We have had a few admissions that were COVID +. Visiting in the hospital has changed for any COVID positive patient- no visitors except for end-of-life visits.
 - Testing- due to the county positivity rate we have now gone from monthly staff testing to weekly testing for all staff that enter the Care Center as well as weekly testing of visitors.
 - Visiting in the Care Center- general visits are still allowed with weekly testing and appointment scheduling.
 - Visiting in the Hospital – 1 visitor per day, following PPE guidelines. Clergy are not counted in this number.
 - Vaccinations- the Johnson and Johnson vaccine pause has been lifted and it is once again available in the state/country.
 - Vaccine appointments have slowed significantly all across the state per our NE Regional Healthcare Coalition call. We have deferred any further first dose clinics for vaccinations as we do not have any more interest at this time. Our region is saturated for vaccinations for those who want them. The state is working on a campaign to reach out to those who have not taken the vaccine in an effort to get more people vaccinated. At this time approximately 56% of Minnesotans are vaccinated with at least one shot. We continue to wait on the approval for a new age group to be vaccinated (12+). No word on when this will be approved.
 - Monoclonal treatment- we have administered 2 treatments for positive covid patients on an outpatient basis over the past few weeks
 - Remdesivir treatment- we have administered 1 dose in house over the past week.

V. New Business & Correspondence

- a) Next Board Meeting – 05/25/2021
- b) Questions or comments

- Dahl gave thanks to Debevec, Lesemann, and Hoard for their outstanding job during the past year with the impact COVID has brought.
- c) **Board Meeting Evaluations – Judy Pearson**
 - Provide meeting feedback to Debevec or Pearson.
- d) **Adjourn – Judy Pearson**
 - At 6:19 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Barb Johnson. The motion passed unanimously.

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