

Regular Board Meeting

Tuesday, March 23, 2021

5:01 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

Shirley Conaway – Camp 5

Tiffany Briggs – Angora

Mike Enzmann – Field

Eric Pederson - City of Cook

Denise Parson – Willow Valley

Kathy Weiland – Portage

Board Members Absent

Liz Dahl – Linden Grove

Staff Members Present

Teresa Debevec – CEO/Administrator

Julie Lesemann – COO / Assistant Administrator

Kaylee Hoard - CFO

Stephanie Maki – Human Resources Director

I. Approval of Minutes 02/23/2021

- A **motion** to approve the February 23, 2021, regular board meeting minutes as presented was made by Barb Johnson, seconded by Margie Hyppa. 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 are seeking a Dietary Manager due to our most recent hire resigning from his position.
- We have had an overwhelming response to our new and expanding Cardiac and Pulmonary Rehab program.
- For our Hospital to comply with the Cures Act, which goes in effect April 5th, there have been changes made to our patient portal. In the past the only items that flowed to the portal were lab results and radiology - now to comply we must allow clinical notes (ER notes, H&P, Initial Evals, Discharge Summary, Progress Notes, Consultations, Procedure Notes). This change has been completed.

- Twin Ports Dermatology will be back on-site April 8, 2021 and will continue to be here every other Thursday.
- Notice was received from the Care Center and Life Safety Code that our corrections were approved through MDH.
- Scenic Rivers Clinic is opening a COVID clinic in Eveleth to distribute vaccines to the public beginning March 29, 2021.
- Steph Maki has completed the Pay Equity Report which is due every three years. This report measures the rate of pay within job codes between a man, woman, a person of a different race or ability or any other factor. The facility received a letter that we comply with guidelines.
- Debevec provided an update of the current state and legislative activity.

III. Committee Reports

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

- Pearson reported the board will reevaluate virtual board meetings at the May 2021 board meeting to determine if they will remain virtual or move to in-person meetings.

b) Finance Committee – 02/23/2021 – Kaylee Hoard – Mike Enzmann

- Hoard reviewed the January 2021 financial dashboard report.
- A **motion** was made by Enzmann for approval of Capital Budget items:
 - VersaCare Go with Ipad - \$5,000.00 and 2 additional Telemetry units -\$9,000.00
 - Not to exceed \$14,000.00
 - Ice Machines (Quantity of 2)
 - Not to exceed \$7,000.00 per ice machine, or \$14,000.00 in total
 - Omnicell Project
 - A Board Approval was made on 07/28/2020 not to exceed \$200,000.00, the facility is asking for an adjustment to increase this amount to \$220,000.00
 - (MCU)

c) Credentialing Committee Meeting – No Meeting

d) QAPI Meeting – No Meeting

e) Compliance/Ethics Meeting – No Meeting

f) Safety Meeting – No Meeting

IV. Old Business

a) COVID Update – Julie Lesemann

• **NE Regional Healthcare Preparedness Coalition-**

- Vaccine allocations/distributions will be made weekly- we remain unsure of how many we will receive, which vaccines, etc. from week to week. Unsure of when we will be offered more. This week we will be administering 300 second doses of Moderna through our Community Vaccine Clinics on Wednesday, Thursday, and Friday this week.
- MDH guidance was released on 3/2/21 regarding prioritizing the COVID 19 Vaccine and the new Phases 1b, 1c, 2. The new prioritizations/sub-prioritization guidelines are posted on our web page along with how people can make an appointment/get on the wait list.
- We have implemented the following and policies have been updated: Residents who are fully vaccinated and have not had a high-risk exposure in the previous 2 weeks prior to coming to our facility and are not symptomatic would not have to quarantine. Residents can leave the building for any reason without having to quarantine if infection control practices are being followed. HCW who are fully vaccinated do not have to quarantine after a high-risk exposure
- Per MDH- Visitors in the Care Center are “asked” to continue testing but cannot be forced. We have asked that they test every 2 weeks.
- More frequent visitation for general visits has also opened per MDH guidance.

• **Testing Updates**

- Testing for LTC per requirement will be monthly for staff and must be performed via PCR in the lab.
- Testing will be on April 5th and 6th between 8am and 4pm.
- Care Center visitors will be testing every 2 weeks.

V. New Business & Correspondence

a) Critical Access 2020 Report – Teresa Debevec

- Debevec reviewed the 2020 Critical Access Report

b) Next Board Meeting – 04/27/2021

c) Questions or comments

d) Board Meeting Evaluations – Judy Pearson

- Provide meeting feedback to Debevec or Pearson.

e) **Adjourn – Judy Pearson**

- At 5:44 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.