

Regular Board Meeting

Tuesday, May 25, 2021

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

Board Members Present

Judy Pearson – Beatty

John Stegmeir – Kabetogama

Karen Baxter – Unorganized St. Louis County.

Mike Enzmann – Field

Don Potter – Unorganized St. Louis County

Shirley Conaway – Camp 5

Barb Johnson – City of Orr

Liz Dahl – Linden Grove

Tiffany Briggs – Angora

Marge Hyppa – Owens

Denise Parson – Willow Valley

Board Members Absent

Shirley Sanborn – Crane Lake

Kathy Weiand – Portage

Wendy Long – Leiding

Eric Pederson - City of Cook

Staff Members Present

Teresa Debevec – CEO/Administrator

Kaylee Hoard - CFO

Stephanie Maki – Human Resources Director

I. Approval of Minutes 04/27/2021

- A **motion** to approve the April 27, 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

- Debevec read a thank you note presented to the Hospital.
- The Care Center is in critical staffing. Currently, we have Restorative and travel aides to help cover shifts. Recently we are seeing an uptick of applicants coming in.
- Marketing updates:
 - A Cook Hospital ad will be displayed at the Cook Liquor store.
 - The new billboard skin is complete, we are advertising our Mammogram services in Eveleth.
 - The Newsletter is in the works and we should start mailing them in June/July.
 - The Rural Needs Community Needs Assessment is anticipated to go out in June.
- Chris Novak, IT Director continues to send out phishing emails to staff.
- Fairview has hired another Speech Therapist; we are hoping to begin providing services again in July.
- The Health Care Financial Analytics for Trustee members is being held on Thursday May 27, 2021. Board members are to contact Teresa by May 26th if they are interested in attending.

- The Adverse Health events reports was posted online May 17, 2021. Cook Hospital will not be on the list due to the facility not having any adverse events in the displayed period.
- Dr. Boyce, who performs EMG will be increasing his number of days to be onsite.
- Propane bids will be going out in early June and will be presented at the June board meeting.
- The Scenic Rivers Clinic has hired a COO to replace Nancy Mault who will be retiring late June 2021, the new COO is set to start on July 19, 2021.
- Debevec provided a Legislative update.

III. Committee Reports

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

- Pearson congratulated Debevec on her thirty (30) years with Cook Hospital.
- In July, the board will continue to discuss the option to move to in-person meetings again versus virtual.
- Debevec, Dahl, and Pearson met with Cyrus White to look at ways to revamp board meetings, consent agendas were discussed, and it was decided we will continue the board meetings as they are but review again later in the year.

b) Finance Committee – 05/25/2021 – Kaylee Hoard

- Hoard reviewed the March 2021 financial dashboard report.
- A motion was made to approve the Annual Audit that was presented at the April 2021 board meeting.
 - **MH/DP (MCU)**
- A **motion** was made by Enzmann for approval of Capital Budget items:
 - Concrete Project – ER and Care Center
 - Not to exceed \$6000.00 – Care Center Garden Area
 - Not to exceed \$10,000.00 – Emergency Room
 - Parking Lot Driveway Resurface
 - Not to exceed \$14,000.00
 - Portable Ultrasound
 - Not to exceed \$60,000.00
 - Phone System & Phone Upgrade
 - Not to exceed \$55,000.00
 - **(MCU)**

c) Credentialing Committee Meeting – No Meeting

d) QAPI Meeting – Margie Hyppa

- Hyppa provided an update on the QAPI meeting.

e) Compliance/Ethics Meeting – Liz Dahl

- Dahl provided an update on the Compliance/Ethics meeting.

f) **Safety Meeting – Liz Dahl**

- Dahl provided an update on the Safety meeting.

IV. **Old Business**

a) **COVID Update – Teresa Debevec**

- A vaccination clinic was held at the Northwoods School beginning last week for ages 12+, a total of 86 people were vaccinated.
- New guidelines from MDH and CDC were released regarding wearing masks for vaccinated vs. unvaccinated. Vaccinated staff are permitted to be in a break room and/or meeting with other staff without a mask if all staff are vaccinated. If an unvaccinated staff member is present, all will have to wear a mask.
- Visitors are no longer required to be tested for COVID.
- CMS issued new regulations regarding education to staff who choose to get vaccinated and those who do not. If declining the vaccine, staff must sign a declination form.
- Employee COVID testing takes place once per month based on the county positivity rates.

V. **New Business & Correspondence**

a) **Bank Name Change Resolution – Kaylee Hoard**

- Per Minnesota Statute 118A Cook Hospital has designated Park State Bank as our national, FDIC insured financial institution to be used for routine banking actions, specifically our depository institution. American Bank was purchased by Park State Bank, this is what initiated this change.

▪ **JP/SC (MCU)**

b) **Compliance & Ethics Plan – Teresa Debevec**

- Debevec reviewed the changes to the Compliance and Ethics Plan

▪ **DP/SC (MCU)**

c) **Peer Review Policy – Teresa Debevec**

- Debevec reviewed the changes to the Peer Review Policy

▪ **DP/SC (MCU)**

d) **CLIA Survey – Teresa Debevec**

- The Tower lab was surveyed on April 2, 2021; two (2) deficiencies were found which included reporting and competencies. Both areas have been corrected.

- e) **Auxiliary Update – Margie Hyppa**
 - Hyppa will provide an update at the June meeting.
- a) **Next Board Meeting – 05/25/2021**
- b) **Questions or comments**
- c) **Board Meeting Evaluations – Judy Pearson**
 - Provide meeting feedback to Debevec or Pearson.
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- d) **Adjourn – Judy Pearson**
 - At 5:53 p.m., a motion to adjourn the meeting was made by Barb Johnson, seconded by Margie Hyppa. The motion passed unanimously.

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