

Regular Board Meeting

Tuesday, August 24, 2021

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

Board Members Present

Judy Pearson – Beatty

John Stegmeir – Kabetogama

Karen Baxter – Unorganized St. Louis County.

Marge Hyppa – Owens

Wendy Long – Leiding

Eric Pederson - City of Cook

Kathy Weiand - Portage

Barb Johnson – City of Orr

Liz Dahl – Linden Grove

Tiffany Briggs – Angora

Denise Parson – Willow Valley

Mike Enzmann – Field

Don Potter – Unorganized St. Louis County

Shirley Conaway – Camp 5

Board Members Absent

Shirley Sanborn – Crane Lake

Staff Members Present

Teresa Debevec – CEO/Administrator

Kaylee Hoard - CFO

Stephanie Maki – Human Resources Director

I. Approval of Minutes 07/27/2021

- A **motion** to approve the July 27, 2021, regular board meeting minutes as presented was made by Wendy Long, seconded by Liz Dahl.

Roll call vote:

Judy Pearson – Yes

John Stegmeir – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Kathy Weiand - Yes

Eric Pederson - Yes

Shirley Conaway – Yes

Barb Johnson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Denise Parson – Yes

Wendy Long – Yes

Mike Enzmann – Yes

Don Potter – Yes

The motion passed with 14 in favor

II. Administrators Report - Teresa Debevec

- Debevec read a thank you letter the Hospital received from a recent patient.
- The Care Center is in critical staffing and continues to struggle finding Nursing Assistants.
- The COO/Assistant Administrator (Julie Lesemann) has agreed to help the Director of Nursing with ongoing staffing concerns in the Care Center.

- The PTA (Physical Therapy Assistant) has resigned, currently a Physical Therapy traveler has been posted to help with growing numbers in Rehabilitation.
- Staffing adjustments were put on hold in the Hospital due to increased patients/ER visits.
- Marketing updates:
 - The current billboard will be replaced advertising staffing needs.
 - October is breast cancer awareness month, with the help of all staff – mammogram patients will receive a gift when they attend an appointment in Imaging.
- The National Rural Health Resource Center reported 800 surveys were mailed out, a 20.4% return rate was recorded. For future surveys, a request was made for online submissions.
- The Heiam Event was a success this year with an increase of attendees.
- Michelle Miskowitz, Infection Preventionist, is the new Safety Director.
- Fairview has notified us due to their ongoing staffing concerns; they will discontinue their contracted ultrasound services with us in September.
- On August 16, 2021, we recognized all staff with free ice cream cones.
- The PIPP program will focus on reducing resident complaints with moderate to severe pain.
- Vaccine boosters are coming soon, we will be giving the booster to only employees of the Hospital.

III. Committee Reports

a) Executive Committee – 08/24/2021 Judy Pearson

- Pearson advised board members that due to the increase of the Delta variant, board meetings will remain virtual until further notice.
- The strategic planning session scheduled on October 6, 2021, with Russ White will move to virtual rather than in-person and all board members will be invited.

b) Finance Committee – 08/24/2021 – Kaylee Hoard

- Hoard reviewed the July 2021 financial dashboard report.
- A motion was made by Enzmann to approve the Capital Budget & Levy

Roll call vote:

Judy Pearson – Yes

Barb Johnson – Yes

John Stegmeir – Yes

Liz Dahl – Yes

Karen Baxter – Yes

Tifany Briggs – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Kathy Weiland - Yes

Wendy Long – Yes

Eric Pederson - Yes

Mike Enzmann – Yes

Shirley Conaway – Yes

Don Potter – Yes

The motion passed with 14 in favor

- A **motion** was made by Enzmann for approval of the Capital Budget item:
 - Flooring Project – Not to exceed \$205,050.00

	Quotes Dated 08/23 & 8/24/2021	4% Added On and Rounded
Conference Room	\$ 4,687.00	\$ 4,860.00
Rehab Area	\$ 27,424.00	\$ 28,420.00
Reception, Corridor & Waiting Area	\$ 10,382.00	\$ 10,760.00
Nurses Station	\$ 3,806.00	\$ 3,940.00
Hospital Area	\$ 50,524.00	\$ 52,370.00
Corridors	\$ 63,414.00	\$ 65,730.00
Corridors	\$ 17,059.00	\$ 17,680.00
Corridors	\$ 2,809.00	\$ 2,910.00
Public Restrooms	\$ 17,737.00	\$ 18,380.00
Total Flooring	\$ 197,842.00	\$ 205,050.00

Roll call vote:

Judy Pearson – Yes	Barb Johnson – Yes
John Stegmeir – Yes	Liz Dahl – Yes
Karen Baxter – Yes	Tiffany Briggs – Yes
Marge Hyppa – Yes	Denise Parson – Yes
Kathy Weiand - Yes	Wendy Long – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

- A **motion** was made by Enzmann for approval of the Capital Budget item:
 - Paving of the Hospital/Church Roadway – Not to exceed \$15,000.00

Roll call vote:

Judy Pearson – Yes	Barb Johnson – Yes
John Stegmeir – Yes	Liz Dahl – Yes
Karen Baxter – Yes	Tiffany Briggs – Yes
Marge Hyppa – Yes	Denise Parson – Yes
Kathy Weiand - Yes	Wendy Long – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

c) **Credentialing Committee Meeting – 08/12/2021 – Teresa Debevec**

- **Appointments:** Janelle Lund, Dietician; **Reappointments:** Jennifer Block, MD

Roll call vote:

Judy Pearson – Yes	Barb Johnson – Yes
John Stegmeir – Yes	Liz Dahl – Yes
Karen Baxter – Yes	Tiffany Briggs – Yes
Marge Hyppa – Yes	Denise Parson – Yes
Kathy Weiland - Yes	Wendy Long – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

d) **Hospital QAPI Meeting – 07/28/2021 – Marge Hyppa**

- Hyppa reported on the Hospital QAPI Meeting

e) **Compliance/Ethics - 07/28/2021 – Liz Dahl**

- Dahl reported on the Compliance/Ethics Meeting

f) **Employee and Patient Safety Meeting – 07/28/2021 – Liz Dahl**

- Dahl reported on the Safety Meeting

IV. **Old Business**

a) **COVID Update – Teresa Debevec**

- Delta variant is spreading rapidly across the country, we have seen an increase in positive cases.
- The level of community transmission in St. Louis County is substantial according to the CDC COVID data tracker. We anticipate moving from substantial to high in the recent weeks due to positivity rates.
- Currently we are testing unvaccinated staff monthly, occurrence is expected to change to weekly according to increase of county positivity rates.
- Debevec attended a meeting with Wilderness Health regarding bed capacity and transfer needs due to the increase in patients. Beds are needed statewide due to COVID positive patients and low staffing levels are also affecting availability.
- Our testing supplies are sufficient.

V. New Business & Correspondence

a) ADS Program Abuse Plan – Teresa Debevec

- Pearson made a motion to accept the proposed changes in the ADS Program Abuse Plan, seconded by Marge Hyppa.

Roll call vote:

Judy Pearson – Yes	Barb Johnson – Yes
John Stegmeir – Yes	Liz Dahl – Yes
Karen Baxter – Yes	Tiffany Briggs – Yes
Marge Hyppa – Yes	Denise Parson – Yes
Kathy Weiland - Yes	Wendy Long – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

b) Next Board Meeting – 09/28/2021

c) Questions or comments

d) Board Meeting Evaluations – Judy Pearson

- Provide meeting feedback to Debevec or Pearson

e) Adjourn – Judy Pearson

- At 6:03 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Karen Baxter.

Roll call vote:

Judy Pearson – Yes	Barb Johnson – Yes
John Stegmeir – Yes	Liz Dahl – Yes
Karen Baxter – Yes	Tiffany Briggs – Yes
Marge Hyppa – Yes	Denise Parson – Yes
Kathy Weiland - Yes	Wendy Long – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

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