

**Regular Board Meeting**

**Tuesday, January 25, 2022**

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

**Board Members Present**

Judy Pearson – Beatty

Liz Dahl – Linden Grove

Tiffany Briggs – Angora

Mike Enzmann – Field

Eric Pederson - City of Cook

Kathy Weiand - Portage

Barb Johnson – City of Orr

Karen Baxter – Unorganized St. Louis County

Marge Hyppa – Owens

Denise Parson – Willow Valley

Don Potter – Unorganized St. Louis County

Shirley Conaway – Camp 5

**Board Members Absent**

John Stegmeir – Kabetogama

Shirley Sanborn – Crane Lake

Wendy Long – Leiding

**Staff Members Present**

Teresa Debevec – CEO/Administrator

Stephanie Maki – Human Resources Director

Kaylee Hoard – CFO

Julie Lesemann – COO/CNO

**I. Approval of Minutes 12/28/2022**

- A **motion** to approve the December 28, 2022, regular board meeting minutes as presented was made by Judy Pearson.

Roll call vote:

Judy Pearson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Mike Enzmann – Yes

Eric Pederson – Yes

Kathy Weiand - Yes

Barb Johnson – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Don Potter – Yes

Shirley Conaway – Yes

The motion passed with 12 in favor

**II. Administrators Report - Teresa Debevec**

- Staffing Update
  - The Care Center continues to struggle with staffing of Nursing Assistants
  - We are still in search of two Part Time RN/LPN in the Care Center, once they are hired the Nurse Manager will begin training.

- Nurse Aide Travelers, 1
- We are currently working through the vaccine mandate and exemptions for those staff who are not fully vaccinated including the booster.
- Northland Anesthesia Associates has staffing issues, which is affecting our procedure days.
- The Community Health Assessment is on hold at this time.
- Strategic planning with Russ White has been on hold due to staff positivity rates.
- The public health emergency has been extended for 90 days.
- The AFSCME Support Contract was settled and agreed, Tech and LPN is still in progress.
- The Hospital will provide first responders with an annual grant of \$2000.00 for equipment, trainings aids, etc. as well as a 50% tuition reimbursement for the EMR (emergency medical responder) program.
- Scenic Rivers has hired two Nurse Practitioners.
- American Hospital Association is investigating the increased rates of travel companies.
- Debevec gave appreciation to the Board Members for the difficult decisions they have had to make recently.

### III. Committee Reports

#### a) Executive Committee – 01/25/2022 - Judy Pearson

- Board meetings will continue to meet virtual due to positivity rates.

#### b) Finance Committee – 01/25/2022 – Kaylee Hoard

- Hoard reviewed the December 2021 unaudited financial dashboard report.
- Enzmann reviewed the capital budget items:  
A recommendation was made by the Finance Committee to approve the Capital Budget items with an amount of \$686,150.00
  - IT Room RTU - \$47,400.00
  - RTU 1, Rehab - \$139,150.00
  - RTU 2, Lab - \$98,150.00
  - RTU 3, Multipurpose Room - \$96,400.00
  - Humidifier – 1 - \$15,000.00
  - Humidifier – 2 - \$14,000.00
  - Medical Records RTU - \$32,200.00
  - 7 Negative Pressure Rooms & RTU 4 - \$204,175.00
  - Training Room RTU - \$39,675.00

Roll call vote:

Judy Pearson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Mike Enzmann – Yes

Barb Johnson – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Eric Pederson – Yes  
Kathy Weiand - Yes

Don Potter – Yes  
Shirley Conaway – Yes

The motion passed with 12 in favor

c) **Safety Meeting 01/04/2022 – Liz Dahl**

- Dahl reviewed the Safety Meeting

IV. **Old Business**

a) **COVID Update – Julie Lesemann**

- The Cook Hospital & Care Center has been impacted greatly within the past two weeks with many positive staff in all department's facility wide. A lot of staff are putting in extra hours, wearing multiple hats and assisting where able. We had 9 positive staff just over the past week or so and many staff out with high-risk exposures.
- Our community has also experienced an increase in COVID numbers since the Christmas holidays with 80 new cases in the past few weeks reported in Cook, Angora, Crane Lake, Orr, and Tower.
- Care Center Census has been affected by COVID and our overall shortage in C.N.A's. Due to these factors, we have had to be very cautious about taking any admissions. We strive to provide the highest quality of care and must ensure that we have the appropriate staffing levels in order to take any admissions. This is looked at daily, weekly and as we have changes in staffing.
- Outbreak testing- we are currently in Outbreak testing in the Care Center which means all staff and residents must be Covid tested twice weekly. If any more positive cases are identified, we will have to extend outbreak testing until we have no further positive tests.
- Answered multiple questions surrounding what qualifies as a high-risk exposure and the home COVID tests that are being sent out to households that request them under orders of President Biden.

V. **New Business & Correspondence**

a) **2022 Rural Hospital Capital Improvement Grant Resolution – Judy Pearson**

- A motion to approve Teresa Debevec as a representative of Cook Hospital to:
  - Apply for a Rural Hospital Capital Improvement grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health;
  - Certify that it will comply with the requirements of the Rural Hospital Capital Improvement Grant Program, including the requirements in Minnesota Statutes, Section 144.148;
  - May enter into a grant agreement with the State of Minnesota if the application was successful;

- Is authorized to execute contracts and certifications as required to implement the organization's participation in the Minnesota Rural Hospital Capital Improvement Grant Program.

A motion to approve the 2022 Rural Hospital Capital Improvement Grant Resolution was made by Margie Hyppa, seconded by Shirley Conaway.

Roll call vote:

Judy Pearson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Mike Enzmann – Yes

Eric Pederson – Yes

Kathy Weiand - Yes

Barb Johnson – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Shirley Conaway – Yes

The motion passed with 11 in favor

**b) Conflict of Interest – Judy Pearson**

- Judy reviewed the conflict-of-interest forms
  - Tiffany Briggs – Member of the Heiam Foundation
  - Karen Baxter – Daughter in law employed in the Care Center
  - Wendy Long – Member of the Bois Forte Clinic
  - Don Potter – Member of the Fire Brigade
  - Teresa Debevec – Sister of the COO
  - Julie Lesemann – Sister of the CEO

**c) AFSCME Support Contract – Teresa Debevec**

- Debevec reported the AFSCME Support contract was settled and reviewed the changes:
  - Three-year contract from 01/01/2022 – 12/31/2024
  - Wage Increase
    - 2022 - \$1.00
    - 2023 – 2.5%
    - 2024 – 2.5%
  - Call Increase
    - 2022 - \$5.00
    - 2023 - \$5.50
    - 2024 - \$6.00
  - Additional Language Changes were made.

A motion was made by Shirley Conaway, seconded by Barb Johnson to approve the AFSCME Support contract changes.

Roll call vote:

Judy Pearson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Mike Enzmann – Yes

Eric Pederson – Yes

Kathy Weiand - Yes

Barb Johnson – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Shirley Conaway – Yes

The motion passed with 11 in favor

**d) MHA Trustee Conference Comments**

- Dahl and Baxter provided feedback from the MHA Trustee Conference.

**e) Next Board Meeting – 02/22/2022**

**f) Questions or comments**

**g) Board Meeting Evaluations – Judy Pearson**

- Provide meeting feedback to Debevec or Pearson

**h) Adjourn – Judy Pearson**

- At 6:00 p.m., a motion to adjourn the meeting was made by Eric Pederson

Roll call vote:

Judy Pearson – Yes

Liz Dahl – Yes

Tiffany Briggs – Yes

Mike Enzmann – Yes

Eric Pederson – Yes

Kathy Weiand - Yes

Barb Johnson – Yes

Karen Baxter – Yes

Marge Hyppa – Yes

Denise Parson – Yes

Shirley Conaway – Yes

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