

Regular Board Meeting

Tuesday, September 28, 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

Mike Enzmann – Field

Eric Pederson - City of Cook

Kathy Weiand - Portage

Barb Johnson – City of Orr

Liz Dahl – Linden Grove

Tiffany Briggs – Angora

Denise Parson – Willow Valley

Shirley Sanborn – Crane Lake

Don Potter – Unorganized St. Louis County

Shirley Conaway – Camp 5

Board Members Excused

Wendy Long – Leiding

Staff Members Present

Teresa Debevec – CEO/Administrator

Stephanie Maki – Human Resources Director

Julie Lesemann – COO/Assistant Administrator

I. Approval of Minutes 08/24/2021

- A **motion** to approve the August 24, 2021, regular board meeting minutes as presented was made by Marge Hyppa, seconded by Barb Johnson.

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

Shirley Sanborn – Yes

Mike Enzmann – Yes

Don Potter – Yes

The motion passed with 14 in favor

II. Administrators Report - Teresa Debevec

- The Care Center Director of Nursing and Social Worker have resigned.
- Currently in the Care Center, three Nurse Aide travelers have started, the Hospital has one travel Registered Nurse.
- Critical staffing continues in the Care Center for Nursing Assistant staff.

- Lesemann has started an OnTrack class with three new members.
- Census as of 09/27/2021:
 - Acute: 3
 - Observation: 0
 - Swing: 2
 - Care Center: 26
 - Emergency Room: 9
- The board Strategic Planning session has been canceled with Russ White in October; Senior Leadership will meet in place of the board in November.
- Staff/resident flu vaccines will begin in mid-October.
- CMS has not released any new updates regarding COVID vaccine mandates.
- The Emergency Rural Health Grant is due on October 12th, if awarded it will be used towards negative air pressure rooms throughout the hospital.
- The Care Center was awarded a grant to provide Dementia training to Care Center staff.
- October is Breast Cancer Awareness month, the Imaging Department is holding raffles and providing giveaways to patients with mammogram appointments.
- The Auxiliary has donated towards the BodiTrak2 and a new EKG machine.
- The Heiam has donated towards a portable ventilator.
- The Heiam will be presenting a \$500.00 education grant opportunity to staff at the hospital, clinic and the Cook Ambulance, more information to come.

III. Committee Reports

a) Executive Committee – 09/28/2021 Judy Pearson

- Pearson advised board members that due to the increase of the Delta variant, board meetings will remain virtual until further notice.
- Pearson commended the Cook Auxiliary volunteers on their outstanding efforts of meeting the one-million-dollar mark in donations. We will be planning a luncheon at a later date.

b) Finance Committee – 09/28/2021 – Teresa Debevec

- Debevec reviewed the August 2021 financial dashboard report.
- Capital Budget Items – Action Needed - Mike Enzmann

A **motion** was made by Don Potter, seconded by Liz Dahl for approval of the Capital Budget item - Plumbing Project – Not to exceed \$10,000.00

Roll call vote:

Judy Pearson – Yes
John Stegmeir – Yes
Karen Baxter – Yes
Marge Hyppa – Yes
Kathy Weiand - Yes

Barb Johnson – Yes
Liz Dahl – Yes
Tiffany Briggs – Yes
Denise Parson – Yes
Shirley Sanborn – Yes

Eric Pederson - Yes
Shirley Conaway – Yes

Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

A **motion** was made by Don Potter, seconded by Liz Dahl for approval of the Capital Budget item - Johnson Control NAE 3 Engine, JCI replacement – Not to exceed \$16,000.00

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
Shirley Sanborn – Yes
Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

A **motion** was made by Don Potter, seconded by Liz Dahl for approval of the Capital Budget item - Main Sewer Liner repair – Not to exceed \$100,000.00

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
Shirley Sanborn – Yes
Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

c) **Credentialing Committee Meeting – 09/15/2021 – Teresa Debevec**

- **Appointments:** Daniel Courneya, MD, MD – Tele-Radiology
- **Reappointments:** Catherine Roberts, MD, Bruce Thaler, MD – Tele-Radiology VRAD

A motion was made by Margie Hyppa to approve the credentialing appointments and reappointments, seconded by Barb Johnson.

Roll call vote:

Judy Pearson – Yes
John Stegmeir – Yes

Barb Johnson – Yes
Liz Dahl – Yes

Karen Baxter – Yes
Marge Hyppa – Yes
Kathy Weiland - Yes
Eric Pederson - Yes
Shirley Conaway – Yes

Tiffany Briggs – Yes
Denise Parson – Yes
Shirley Sanborn – Yes
Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

d) **Safety Committee – 09/07/2021 – Liz Dahl**

- Dahl reported on the Safety Meeting

IV. **Old Business**

a) **COVID Update – Julie Lesemann**

- COVID Pfizer boosters approved by the FDA with the Emergency Use Authorization amended to allow for the use of a single booster dose in certain populations.
 - The following groups should get a booster dose of Pfizer COVID-19 vaccine at least six months after the second dose:
 - People 65 and older.
 - Residents in long term care settings
 - People ages 50-64 with certain underlying medical conditions (refer to CDC: People with Certain Medical Conditions list).
 - The following groups MAY get a booster dose of Pfizer COVID-19 vaccine at least six months after the second dose, if the personal benefits for them outweigh the personal risks:
 - People ages 18-49 who are at high risk for severe COVID-19 due to certain underlying medical conditions * refer to the CDC: People with certain medical conditions list)
 - People ages 18-64 who are at increased risk for COVID-19 exposure and transmission because of where they live or work.
- A message was sent to all care center families regarding immediate suspension of “general visits” due to the High level of transmission and one targeted outbreak with a staff member in the Care Center. The residents are still able to have their essential caregiver visits, just no general visitors.
- Scenic Rivers will be providing the booster shots, utilizing our admin hallway and nurses station with a start date to be determined.
- Testing for unvaccinated LTC staff or providing service to LTC continues to be 2x/week.
- 71 new cases: Cook – 20, Angora – 3, Crane Lake – 3, Orr – 23, Tower – 20
- We currently have 33 doses of monoclonal and 12 Remdesivir
- PPR remains sufficient
- Resident COVID assessments were increased to twice daily assessments

- The physicians have created videos to provide COVID-19 information and vaccines to the public, these videos have been posted online

V. New Business & Correspondence

a) Facility Assessment – Julie Lesemann

- The Cook Hospital & Care Center Facility Assessment was updated in August with additional COVID information, Emergency Preparedness Plan and directives, and updates in staffing patterns and positions. The purpose of the assessment is to determine what resources are necessary to care for residents competently during both day-to-day operations and emergencies. The Assessment is utilized to make decisions about direct care staff needs, and capabilities to provide services to the residents in our facility. Using this competency-based approach focuses on ensuring that each resident is provided care that allows the resident to maintain or attain their highest practicable physical, mental, and psychosocial wellbeing.

A motion was made by Shirley Conaway, seconded by Eric Pederson to accept the updates in the Facility Assessment

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	Shirley Sanborn – Yes
Eric Pederson - Yes	Mike Enzmann – Yes
Shirley Conaway – Yes	Don Potter – Yes

The motion passed with 14 in favor

b) Resolutions for authorized individuals on the bank and trust accounts – Teresa Debevec

A motion was made by Shirley Conaway, seconded by Eric Pederson for Waynette Larsen to be removed from all North Star Credit Union Cook Hospital & Care Center Resident Trust accounts effective 10/14/2021.

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	Shirley Sanborn – Yes

Eric Pederson - Yes
Shirley Conaway – Yes

Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

c) Peer Review Policy – Action Needed – Teresa Debevec

Debevec reviewed the changes in the Peer Review Policy. The policy establishes the written process for peer review at Cook Hospital and determined by Medical Staff.

A motion was made by Shirley Conaway, seconded by Eric Pederson to accept changes in the Peer Review policy.

Roll call vote:

Judy Pearson – Yes
John Stegmeir – Yes
Karen Baxter – Yes
Marge Hyppa – Yes
Kathy Weiland - Yes
Eric Pederson - Yes
Shirley Conaway – Yes

Barb Johnson – Yes
Liz Dahl – Yes
Tiffany Briggs – Yes
Denise Parson – Yes
Shirley Sanborn – Yes
Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

d) Community Health Needs Assessment – Teresa Debevec

- Debevec reviewed the Community Health Needs Assessment (CHNA) survey results that were returned to us.
- Board members are invited to attend the CHNA implementation planning session from 9:00am to 11:00am on October 20, 2021, which will explore findings from the CHNA, identify community health priorities bases on the findings, and participate in translating identified health priorities into actionable work.

e) Next Board Meeting – 10/26/2021

f) Questions or comments

g) Board Meeting Evaluations – Judy Pearson

- Provide meeting feedback to Debevec or Pearson

h) Adjourn – Judy Pearson

- At 6:09 p.m., a motion to adjourn the meeting was made by Eric Pederson, seconded by Margie Hyppa.

Roll call vote:

Judy Pearson – Yes
John Stegmeir – Yes
Karen Baxter – Yes
Marge Hyppa – Yes
Kathy Weiland - Yes
Eric Pederson - Yes
Shirley Conaway – Yes

Barb Johnson – Yes
Liz Dahl – Yes
Tiffany Briggs – Yes
Denise Parson – Yes
Shirley Sanborn – Yes
Mike Enzmann – Yes
Don Potter – Yes

The motion passed with 14 in favor

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