

**Regular Board Meeting**

**Tuesday, May 24, 2022**

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

**Board Members Present**

Judy Pearson – Beatty

Barb Johnson – City of Orr

Marge Hyppa – Owens

Eric Pederson - City of Cook

Kathy Weiland - Portage

Shirley Conaway – Camp 5

Mike Enzmann – Field

Denise Parson – Willow Valley

Liz Dahl – Linden Grove

Don Potter – Unorganized St. Louis County

Karen Baxter – Unorganized St. Louis County

Tiffany Briggs – Angora

Wendy Long – Leiding

**Board Members Excused**

Shirley Sanborn – Crane Lake

John Stegmeir – Kabetogama

**Staff Members Present**

Teresa Debevec – CEO/Administrator

Stephanie Maki – Human Resources Director

Kaylee Hoard – CFO

Julie Lesemann – COO/CNO

**Guests**

Tim Balthazor – RSM Auditor

- I. Tim Balthazor presented the 2021 Financial Audit Report
- a) RSM has conducted an audit, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the Cook Hospital as of and for the year ended December 31, 2021, and the related notes to the financial statements, and have issued their report.
  - b) In connection to the audit, nothing came to attention that caused RSM to believe that Cook Hospital failed to comply with the provisions of the Minnesota Legal Compliance Audit Guide for Political Subdivisions.
  - c) While planning and performing the audit of financial statements, RSM considered the Cook Hospital's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Cook Hospital's internal control.

Income (loss) from operations is as follows:

	2021	2020	Increase (Decrease)	
			Amount	Percent
Income (loss) from operations, before tax levy revenue:				
Hospital	\$ 1,956,340	\$ 471,239	\$ 1,485,101	315.1
Care Center	(1,683,420)	(1,388,791)	(294,629)	(21.2)
	<u>\$ 272,920</u>	<u>\$ (917,552)</u>	<u>\$ 1,190,472</u>	<u>129.7</u>
Income (loss) from operations, including tax levy revenue:				
Hospital	\$ 2,921,941	\$ 1,506,126	\$ 1,415,815	94.0
Care Center	(1,307,480)	(1,070,901)	(236,579)	(22.1)
	<u>\$ 1,614,461</u>	<u>\$ 435,225</u>	<u>\$ 1,179,236</u>	<u>270.9</u>

## II. Approval of Minutes 05/24/2022

- A **motion** to approve the May 24, 2022, regular board meeting minutes as presented was made by Liz Dahl, seconded by Eric Pederson.

Judy Pearson – Beatty  
Barb Johnson – City of Orr  
Marge Hyppa – Owens  
Karen Baxter – Unorganized St. Louis County  
Kathy Weiland - Portage  
Shirley Conaway – Camp 5

Denise Parson – Willow Valley  
Liz Dahl – Linden Grove  
Eric Pederson - City of Cook  
Mike Enzmann – Field  
Tiffany Briggs – Angora  
Wendy Long – Leiding

The motion passed with 12 in favor

## III. Administrators Report - Teresa Debevec

- Staffing Update:
  - The Care Center currently has three travel Nursing Assistants and 1 LPN.
  - Currently short 2 MLT positions in the lab, we are advertising for travel staff.
  - The Hospital is short two part time Registered Nurses
  - Housekeeping is short two full time Housekeepers, and one part time Registered Nurse.
  - All Departments in the facility are short staffed, struggling to recruit most positions.
- Census:
  - Two Acute
  - Three Observation

- One Swing Bed
- Twenty Care Center residents
- COVID Update:
  - Vaccination rates among staff and residents
    - 100% with residents including the second booster
    - 90% all staff
  - County positivity rates continue to require staff with exemptions to test either twice weekly or once weekly.
  - Due to higher COVID transmission rates, Hospital patients are only allowed to have one visitor per day.
- A luncheon was held for the Auxiliary members on June 22, 2022. The Hospital recognized these members due to reaching over one million dollars in donations. The lunch was held at the Cook Community Center, gifts and door prizes were given out.
- The MHA Summer Trustee Conference will be held virtually on July 14 & 15, 2022. Board members who are interested are the reach out to Debevec.
- The Heiam held a board meeting discussing the annual Heaim event. Invitations will be sent out mid-July, the event will be held on August 13, 2022, at the Fire Brigade and Boomtown will be catering the event.
- The Hospital received a Rural Health Center grant to continue work on the Community Health Needs Assessment, our first meeting will be held on June 30, 2022.
- Debevec and Maki delivered water and snacks to Crane Lake and Kabetogama to supply the needs of volunteers working on sand bagging, etc. for the flooding.
- We held a health insurance committee meeting the Union requested during negotiations, this meeting was held to familiarize staff with the Northeast Service Co-op, how we gather our premiums, etc.
- Wilderness Health has a marketing intern who will be working on marketing for our auxiliary press release.

#### IV. Committee Reports

##### a) Executive Committee – 06/28/2022 - Judy Pearson

- Due to the Emergency Declaration being extended, meetings will continue as virtual.
- Pearson presented the propane bids received. The Executive committee recommended a 2-year commitment with Edwards Oil at \$1.462 / gal
  - Edwards Oil
    - 2022-2023 - \$1.5425
    - 2022-2024 – \$1.462
  - Lakes Gas
    - 2022-2023 - \$1.60
  - Ferrell Gas
    - 2022-2023 - \$1.59

- 2022-2024 - \$1.62
- Como
  - 2022-2023 - \$1.617

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Liz Dahl – Linden Grove  
Mike Enzmann – Field  
Karen Baxter – Unorganized St. Louis County  
Tiffany Briggs – Angora

The motion passed with 11 in favor

**b) Finance Committee – 05/24/2022 – Kaylee Hoard**

- Hoard reviewed the May 2022 financial dashboard report.
- Annual Audit – Kaylee Hoard
  - A motion was made by Barb Johnson, seconded by Liz Dahl to accept the 2021 Annual Audit as presented by Tim Balthazor.

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Karen Baxter – Unorganized St. Louis County  
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The motion passed with 11 in favor

- Pearson reviewed the capital items:
  - A recommendation was made by the Finance committee to approve the capital items:
    - Ultrasound Machine – not to exceed \$150,000.00

Judy Pearson – Beatty  
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The motion passed with 11 in favor

c) **Credentialing Committee Meeting – 06/07/2022**

- Appointments: Kevin Marble, MD; Beth Cureton, MD
- Reappointment: Djordje Boskov, MD; Marc Jacobson, MD; Scott Sullivan, MD; Shawn Ahmed, MD

A recommendation was made by Margie Hyppa, seconded by Kathy Weiand to approve Credentialing Appointments and Reappointments.

Roll Call Vote:

Judy Pearson – Beatty  
Barb Johnson – City of Orr  
Marge Hyppa – Owens  
Eric Pederson - City of Cook  
Kathy Weiand - Portage  
Shirley Conaway – Camp 5

Denise Parson – Willow Valley  
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The motion passed with 11 in favor

d) **Safety Meeting 06/07/2022 – Liz Dahl**

- Dahl reviewed the Safety Meeting

V. **Old Business**

a) **Board members up for election – Teresa Debevec**

- 2022 is an election year for board members reaching their term, board members should notify Teresa on their intentions to re-run for another term:
  - Judy Pearson
  - Mike Enzmann
  - Wendy Long
  - Liz Dahl
  - Shirley Conaway
  - John Stegmeir

VI. **New Business & Correspondence**

a) **Adult Day Services Credit Union account – Teresa Debevec**

A recommendation was made by Eric Pederson, seconded by Shirley Conaway to remove Jessica Steventon and add Alice Hannine from the North Star Credit Union Day Break Adult Day Center accounts ending in -00 and -30 made on June 28, 2022, and effective June 28, 2022.

Roll Call Vote:

Judy Pearson – Beatty  
Barb Johnson – City of Orr

Denise Parson – Willow Valley  
Liz Dahl – Linden Grove

Marge Hyppa – Owens  
Eric Pederson - City of Cook  
Kathy Weiand - Portage  
Shirley Conaway – Camp 5

Mike Enzmann – Field  
Karen Baxter – Unorganized St. Louis County  
Tiffany Briggs – Angora

The motion passed with 11 in favor

a) **Next Board Meeting – 07/26/2022**

b) **Questions or comments**

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

- Provide meeting feedback to Debevec or Pearson

d) **Adjourn – Judy Pearson**

- At 6:06 pm., a motion to adjourn the meeting was made by Eric Pederson, seconded by Judy Pearson.

Roll Call Vote:

Judy Pearson – Beatty  
Barb Johnson – City of Orr  
Marge Hyppa – Owens  
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Kathy Weiand - Portage  
Shirley Conaway – Camp 5

Denise Parson – Willow Valley  
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The motion passed with 11 in favor

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