

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 Weiand - Portage
Shirley Conaway – Camp 5

Denise Parson – Willow Valley
Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Karen Baxter – Unorganized St. Louis County
Tiffany Briggs – Angora

Board Members Excused

Shirley Sanborn – Crane Lake
Wendy Long – Leiding
Mike Enzmann – Field
John Stegmeir – Kabetogama

Staff Members Present

Teresa Debevec – CEO/Administrator
Stephanie Maki – Human Resources Director
Kaylee Hoard – CFO
Julie Lesemann – COO/CNO

I. Approval of Minutes 04/26/2022

- A **motion** to approve the April 26, 2022, regular board meeting minutes as presented was made by Liz Dahl, seconded by Barb Johnson.

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
Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Karen Baxter – Unorganized St. Louis County
Tiffany Briggs – Angora

The motion passed with 11 in favor

II. Administrators Report - Teresa Debevec

- Staffing Update:
 - The Care Center currently has two travel Nursing Assistants.

- 1 travel LPN will be starting on 05/26/2022, this should allow the nursing manager to assist Julie.
- The housekeeping department is short staffed due to a Full-Time employee retiring. Steph Maki is working with a company who currently contracts with Ely and Virginia Hospitals to provide housekeeping services.
- The Laboratory recently hired a MLT, she worked for two days and resigned due to another job opportunity.
- Census:
 - Two Swing Bed
 - Twenty Care Center residents
- COVID Update:
 - Screening requirements will be changing, we will no longer have the Team Screening Members stationed at the front entrance effective May 30, 2022. Visitors are requested to not enter if they have any symptoms and are still required to wear a mask.
 - The doors will be unlocked for longer timeframes:
 - Main Lobby – 6:30am – 5:45pm
 - Hospital – 6:30am – 6:30pm
 - Care Center – 6:30 – 8:00pm
 - Due to higher COVID transmission rates, Hospital patients are only allowed to have one visitor per day.
- A luncheon is planned for the Auxiliary members on June 22, 2022. The Hospital is recognizing these members due to reaching over one million dollars in donations. The lunch will be held at the Cook Community Center, gifts and door prizes will be given out.
- 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
- A Mammography inspection was held on May 18, 2022, no deficiencies were found.
- We have been awarded a grant from MHA to hire a Summer Student Intern, this program is designed to attract new talent in the healthcare world. The Hospital will be reimbursed up to 50% of the intern's actual payment, or \$1620.00 whichever is lower.
- The Rural Hospital Capital Improvement Grant has been awarded to us in the amount of \$107,402.00 for a new ultrasound machine, the facility has a 25% match.
- 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.

III. Committee Reports

a) Executive Committee – 05/24/2022 - Judy Pearson

- Due to the Emergency Declaration being extended until July, meetings will continue as virtual.

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

- Hoard reviewed the April 2022 financial dashboard report.
- Audit review has been extended until the June board meeting.
- Pearson reviewed the capital items:
 - A recommendation was made by the Finance committee to approve the capital items:
 - JCI NAE Metasys Server – not to exceed \$25,000.00
 - Steris 2532 Washer Disinfector – not to exceed \$60,000.00
 - Adult Day Services Exterior Door – Not to exceed \$10,000.00

Roll Call Vote:

Judy Pearson – Beatty
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Don Potter – Unorganized St. Louis County
Karen Baxter – Unorganized St. Louis County
Tiffany Briggs – Angora

The motion passed with 11 in favor

c) Credentialing Committee Meeting – 05/10/2022

- Appointments: Kimberly Haycraft-Williams, MD
- Reappointment: Rachel Beldo, NP; Cynthia Sandberg, NP; Alice Suchomel-Olson, MD

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

Roll Call Vote:

Judy Pearson – Beatty
Barb Johnson – City of Orr
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Eric Pederson - City of Cook
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Tiffany Briggs – Angora

The motion passed with 11 in favor

d) Safety Meeting 05/03/2022 – Liz Dahl

- Dahl reviewed the Safety Meeting
- e) **Hospital QAPI 04/27/2022 – Marge Hyppa**
 - Hyppa reviewed the Hospital QAPI Meeting
- f) **Care Center QAPI 04/21/2022 – Marge Hyppa**
 - Hyppa reviewed the Care Center QAPI Meeting
- g) **Compliance and Ethics 04/24/2022 – Liz Dahl**
 - Dahl reviewed the Compliance and Ethics Meeting

IV. **New Business & Correspondence**

a) **AFSCME Tech Unit Contract – Teresa Debevec**

- The AFSCME Tech Unit Union members voted to accept the terms of the new contract.
 - Renewal dates: 01/01/2021 – 12/31/2023
 - Wages:
 - Year 1: \$2.00
 - Year 2: 3.0 %
 - Year 3: 2.5%
 - Removed Mammography Tech from the wage schedule
 - Certification pay was added; a Radiologic Tech who completed certification in CT or Mammography will earn \$0.50/hour per certification.
 - Call pay increase: \$7.75 - \$8.00
 - Sign on Bonus for the MLT group

A recommendation was made by Marge Hyppa, seconded by Don Potter to approve the AFSCME Technical Unit Contract Negotiations.

Roll Call Vote:

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The motion passed with 11 in favor

b) **Facility Assessment – Julie Lesemann**

- Lesemann reviewed the changes to the Facility Assessment

c) **Care Center Surveys – Teresa Debevec/Julie Lesemann**

- Debevec reviewed the survey findings that took place April 11-14, 2022. The initial tag due to a Dietary member drying a dish with a towel was removed, resulting in a perfect survey for the Care Center.
- Fire Safety/Life Safety Codes survey resulted in one tag due to unsecured fire sprinklers, maintenance installed a new head box resulting in full compliance.
- Lesemann reviewed the survey findings of the recent IJ tag; an extensive removal plan, re-education to all CC staff, and the competencies have been performed. On May 18, 2022, we were found to be in substantial compliance.

a) **Next Board Meeting – 06/28/2022**

b) **Questions or comments**

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

- Provide meeting feedback to Debevec or Pearson

d) **Adjourn – Judy Pearson**

- At 5:53p.m., 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
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The motion passed with 11 in favor

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