

**Regular Board Meeting**

**Tuesday, August 23, 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  
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  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

**Board Members Excused**

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 07/26/2022**

- A **motion** to approve the July 26, 2022, regular board meeting minutes as presented was made by Barb Johnson, seconded by Eric Pederson.

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  
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  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

The motion passed with 14 in favor

**II. Administrators Report - Teresa Debevec**

- Staffing Update:
  - We continue to struggle recruiting for most positions' facility wide.
  - A contract was signed with Service Master to help with housekeeping duties, we are waiting for a start date.

- A Memorandum of Understanding was signed with the Union to provide incentives for staff:
  - Sign on Bonus for Housekeeping
  - Retention Bonus for the existing housekeeping and laundry staff
  - A pick-up bonus for all staff when picking up shifts in Laundry and/or Housekeeping.
  - We are working with travel companies to provide nursing assistants in the Care Center.
- COVID Update:
  - No changes or updates
- Our Activities Director will be retiring after 33 years of service.
- Speech Therapy will resume in November 2022.
- The Board Members up for re-election have all sent in their affidavit of candidacy paperwork.

### III. Committee Reports

#### a) Executive Committee – 08/23/2022 - Judy Pearson

- Garage Redesign Bids – A recommendation was made by the Finance Committee to accept the garage bid by Lenci Enterprises at an amount of \$667,000.00.

Roll Call Vote:

Judy Pearson – Beatty  
Barb Johnson – City of Orr  
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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  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

The motion passed with 14 in favor

#### b) Finance Committee – 08/23/2022 – Kaylee Hoard

- Hoard reviewed the July 2022 financial dashboard report.
- **Capital Budget and Levy – Kaylee Hoard**
  - A recommendation was made by the Finance Committee to approve the Levy Request for 2023 holding at \$1,490,000.00 with no increase from 2022.

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  
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  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

The motion passed with 14 in favor

- **Line of Credit – Kaylee Hoard**

- A recommendation was made by the Finance Committee to renew the \$500,000.00 line of credit we currently hold with Park State Bank.

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  
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  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

The motion passed with 14 in favor

- **Capital – Judy Pearson**

- A recommendation was made by the Finance committee to approve the capital items:
  - Ultrasound Cardio Package
    - ii. Not to exceed \$15,000.00
  - Ice Maker – Care Center south
    - ii. Not to exceed \$7,000.00

Roll Call Vote:

Judy Pearson – Beatty  
Barb Johnson – City of Orr  
Marge Hyppa – Owens  
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Mike Enzmann – Field

Denise Parson – Willow Valley  
Liz Dahl – Linden Grove  
Don Potter – Unorganized St. Louis County  
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Tiffany Briggs – Angora  
Shirley Sanborn – Crane Lake  
John Stegmeir – Kabetogama

The motion passed with 14 in favor

c) **Credentialing Committee**

- A recommendation was made by Barb Johnson, seconded by Marge Hyppa to approve credentialing on Thomas Dinardo, MD.

Roll Call Vote:

Judy Pearson – Beatty

Denise Parson – Willow Valley

Barb Johnson – City of Orr  
Marge Hyppa – Owens  
Eric Pederson - City of Cook  
Kathy Weiland - Portage  
Shirley Conaway – Camp 5  
Mike Enzmann – Field

Liz Dahl – Linden Grove  
Don Potter – Unorganized St. Louis County  
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John Stegmeir – Kabetogama

The motion passed with 14 in favor

- d) **Hospital QAPI Meeting 07/27/2022 – Marge Hyppa**
  - Hyppa provided feedback from the QAPI Meeting
- e) **Compliance/Ethics – 07/27/2022 – Marge Hyppa**
  - Hyppa provided feedback from the Compliance/Ethics Meeting
- f) **Safety Meeting – 08/03/2022 – Liz Dahl**
  - Dahl provided feedback from the Safety Meeting

**IV. Old Business**

**V. New Business & Correspondence**

- a) **ADS Program Abuse Plan – Teresa Debevec – Action Needed**
  - A recommendation was made by Don Potter, seconded by Shirley Conaway to approve the ADS Program Abuse Plan.

Roll Call Vote:

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Barb Johnson – City of Orr  
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John Stegmeir – Kabetogama

The motion passed with 14 in favor

- b) **MHA Education Video – Adverse Health Events Reporting**
  - Debevec shared a video on reporting Adverse Health Events.
- a) **Next Board Meeting – 09/27/2022**

- Board meetings will remain virtual until further notice

b) **Questions or comments**

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

- Provide meeting feedback to Debevec or Pearson

d) **Adjourn – Judy Pearson**

- At 5:42 pm., a motion to adjourn the meeting was made by Kathy Weiand, seconded by Mike Enzmann.

Roll Call Vote:

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The motion passed with 14 in favor

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