

1) **The Regular Board Meeting was called to order on Tuesday, January 31, 2023, at 5:00 p.m. – Microsoft Teams Conference Call**

2) **Roll Call**

Board Members Present

Liz Dahl – Linden Grove
Barb Johnson – City of Orr
Don Potter – Unorganized St. Louis County
Eric Pederson - City of Cook
Shirley Sanborn – Crane Lake
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

Mike Enzmann – Field
Marge Hyppa – Owens
Karen Baxter – Unorganized St. Louis County
Kathy Weiand - Portage
Shirley Conaway – Camp 5
Wendy Long – Leiding
Judy Pearson – Beatty

Staff Members Present

Teresa Debevec – CEO/Administrator
Stephanie Maki – Human Resources Director
Kaylee Hoard - CFO

3) **Pledge of Allegiance – Forgo while virtual**

4) **Approval of Minutes – 01/31/2023**

- A **motion** was made by Eric Pederson, seconded by Shirley Conaway to approve the December 27, 2022, regular board meeting minutes as presented.

Roll Call Vote:

Liz Dahl – Linden Grove
Barb Johnson – City of Orr
Don Potter – Unorganized St. Louis County
Eric Pederson - City of Cook
Shirley Sanborn – Crane Lake
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

Mike Enzmann – Field
Marge Hyppa – Owens
Karen Baxter – Unorganized St. Louis County
Kathy Weiand - Portage
Shirley Conaway – Camp 5
Wendy Long – Leiding
Judy Pearson – Beatty

The motion passed with 14 in favor

5) **Administrators Report - Teresa Debevec**

- Debevec provided a staffing update:
 - We are struggling to recruit several positions throughout the facility, including Imaging, Care Center, Hospital, Lab, and Dietary.
 - Currently we have travel staff in the Care Center, Imaging and Radiology.

- COVID Update:
 - Masking requirements have changed due to decreased number of COVID cases in St. Louis County.
 - Patients/Visitors Hospital:
 - Masks only required if displaying respiratory symptoms, higher risk exposure in the last 10 days, tested positive for COVID in the last 10 days.
 - Staff Hospital:
 - Masks required with direct patient care.
 - Masking required when entering occupied room.
 - Outpatient – Masking required during clinics/procedures.
 - Rehab – Masking required when working with patients. Visitors do not need to wear a mask while working out.
 - Radiology – Masking required when performing exams on patients.
 - Lab – Masking required when drawing patients.
 - Housekeeping – Masking required when entering occupied patient room or when cleaning in patient care areas when patients are present.
 - Staff Care Center:
 - All staff that enter the Care Center are required to wear a mask unless they are in an office/meeting room/area where residents or visitors are not located.
 - Visitors Care Center:
 - Masking required until they enter a resident room. Masks can be removed in resident rooms by visitor.
- Maintenance Garage:
 - The trusses have been set and the roof and walls have been sheeted. They are making great progress.
- Marketing:
 - The Health fair is to be held on September 16, 2023 from 9:00am to 12:00pm.
- Senior Leadership met off-site to work on our 2023 annual plan:
 - Service: Be the provider of choice and evaluate the needs of additional services
 - Quality: To provide high quality care, assess and improve quality data reporting.
 - People: To attract and retain quality personnel to be part of our team, develop a recruitment and retention plan.
 - Community: Strengthen community partnerships, example relationships to improve community wellness.
 - Financial: Financial stewardship, secure appropriate funding for facility growth plan.
 - Technology: To be determined.
- A glass sculpture was sent to Tiffany Briggs to thank her for her wonderful 7 years as a board member.
- The Public Health Emergency will end on May 11, 2023.
- Debevec provided a Wilderness Health Update and provided information to board members.

- The MHA Trustee conference has announced details of their summer conference, it will be held in person in Alexandria, MN. Bootcamp, July 13, 2023 - Conference, July 14th – 16th.

6) Committee Reports

- Executive Committee – 01/31/2023 – Liz Dahl

- i. The February on on-going board meeting will be held in person due to COVID restrictions being relaxed. Board members will have the option meet hybrid up to three times per year. A reminder to notify Debevec if a board member will not be attending in person.
- ii. The Pharmacy Consultant was on-site to conduct an audit, he reported everything is in order and Tony Menart is doing a great job.
- iii. The Hospital will be updating their EMR system to Meditech Expanse which will provide several additional features.
- iv. The Board will be voting to replace the open Angora township seat. A recommendation was made by Hyppa to appoint Theresa Martinson.
- v. Dahl reported an open seat on the Safety Meeting and asked if any board member is interested in attending on the first Tuesday of each quarter at 8:30am.
 - Karen Baxter volunteered to join the meeting.

- Finance Committee – 01/31/2023 – Kaylee Hoard

- i. Financial Report

- Hoard provided the December 2022 financial report.
- Capital – Mike Enzmann – Action Needed - A recommendation was made by the Finance committee to approve interior Signage – Not to exceed \$30,000.00.

Roll Call Vote:

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Denise Parson – Willow Valley

Mike Enzmann – Field
Marge Hyppa – Owens
Karen Baxter – Unorganized St. Louis County
Kathy Weiand - Portage
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Wendy Long – Leiding
Judy Pearson – Beatty

The motion passed with 14 in favor.

- **Credentialing Committee 01/19/2023 – Teresa Debevec – Action Needed**
 - Reappointments: Daniel Vechell, MD
 - Appointments: Cynthia Eaton, APRN, CNP (Derm); David Weber, MD (Locum); Laura Huggins, MD (Locum); Gabriela Santos Nunez, MD (VRAD); Jason Mitchell, MD (VRAD)

A motion was made by Judy Pearson, seconded by Eric Pederson to approve the Credentialing Reappointments and Appointments.

Roll Call Vote:

Liz Dahl – Linden Grove	Mike Enzmann – Field
Barb Johnson – City of Orr	Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County	Karen Baxter – Unorganized St. Louis County
Eric Pederson - City of Cook	Kathy Weiand - Portage
Shirley Sanborn – Crane Lake	Shirley Conaway – Camp 5
John Stegmeir – Kabetogama	Wendy Long – Leiding
Denise Parson – Willow Valley	Judy Pearson – Beatty

The motion passed with 14 in favor.

- **Safety Meeting 01/03/2023 – Liz Dahl**
 - i. Dahl reported on the Safety Meeting.
- **Compliance & Ethics 01/25/2023 – Liz Dahl**
 - i. Dahl reported on the Compliance & Ethics meeting.
- **Hospital QAPI 01/25/2023 – Liz Dahl**
 - i. Dahl reported on the Hospital QAPI meeting.
- **Care Center QAPI 01/19/2023 – Margie Hyppa**
 - i. Hyppa reported on the Care Center QAPI meeting.

7) **New Business & Correspondence**

- **2023 Rural Hospital Capital Improvement Grant Resolution – Teresa Debevec – Action Needed**

- i. Debevec advised we need a resolution by the board to apply for the 2023 Rural Hospital Capital Improvement Grant, the grant awards eligible rural hospitals for modernization projects to update, remodel or replace aging hospital facilities and equipment necessary to maintain the operations of the Hospital.

A motion was made by Judy Pearson, seconded by Mike Enzmann to approve a resolution to apply for the 2023 Rural Hospital Capital Improvement Grant.

Roll Call Vote:

Liz Dahl – Linden Grove	Mike Enzmann – Field
Barb Johnson – City of Orr	Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County	Karen Baxter – Unorganized St. Louis County
Eric Pederson - City of Cook	Kathy Weiand - Portage
Shirley Sanborn – Crane Lake	Shirley Conaway – Camp 5
John Stegmeir – Kabetogama	Wendy Long – Leiding
Denise Parson – Willow Valley	Judy Pearson – Beatty

The motion passed with 14 in favor.

- **Angora Township Board Representative – Liz Dahl – Action Needed**

- i. A motion was made by Barb Johnson, seconded by Mike Enzmann to approve Theresa Martinson in replacement of Tiffany Briggs Angora Township board seat.

Roll Call Vote:

Liz Dahl – Linden Grove	Mike Enzmann – Field
Barb Johnson – City of Orr	Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County	Karen Baxter – Unorganized St. Louis County
Eric Pederson - City of Cook	Kathy Weiand - Portage
Shirley Sanborn – Crane Lake	Shirley Conaway – Camp 5
John Stegmeir – Kabetogama	Wendy Long – Leiding
Denise Parson – Willow Valley	Judy Pearson – Beatty

The motion passed with 14 in favor.

- **Conflict of Interest – Liz Dahl**
 - i. Dahl reminded board members of the Conflict of Interest policy, a conflict of interest exists when a board member has a personal interest that may influence him or her when making a decision for the organization. If this does arrive, try to avoid all possible conflict of interest situations.
 - Denise Parson – Sister-in-law works in the Lab.
 - Eric Pederson – Provides music entertainment.
 - Karen Baxter – Daughter-in-law works in the Hospital.
 - Margie Hyppa – Volunteer for the Auxiliary.
- **MHA Trustee Conference – Teresa Debevec, Eric Pederson, and Karen Baxter**
 - i. Debevec, Pederson, and Baxter attended the MHA Trustee conference either in-person or hybrid in January and provided feedback from the meeting.
- **Next Board Meeting – 02/28/2023**
- **Questions or comments**
 - i. Kathy Weiand provided feedback from a community member giving great appreciation and thanks to our nursing staff in the Hospital.
- **Board Meeting Evaluations – Liz Dahl**
 - i. Provide meeting feedback to Debevec or Dahl
- **Adjourn – Liz Dahl**
 - At 6:04pm., a motion to adjourn the meeting was made by Eric Pederson, seconded by Judy Pearson.

Roll Call Vote:

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Judy Pearson – Beatty

The motion passed with 14 in favor.

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