

1) **The Regular Board Meeting was called to order on Tuesday, April 25, 2023, at 5:15 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
Judy Pearson – Beatty
John Stegmeir – Kabetogama
Shirley Sanborn – Crane Lake

Mike Enzmann – Field
Marge Hyppa – Owens
Karen Baxter – Unorganized St. Louis County
Shirley Conaway – Camp 5
Theresa Martinson - Angora
Denise Parson – Willow Valley

Board Members Virtual

Kathy Weiand - Portage

Board Members Absent/Excused

Wendy Long – Leiding

Staff Members Present

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

Guests

Tim Balthazor

3) **Pledge of Allegiance**

4) **Approval of Minutes – 04/25/2023**

- A **motion** was made by Don Potter, seconded by Marge Hyppa to approve the March 28, 2023, regular board meeting minutes as presented. All in favor.

Roll Call Vote:
Kathy Weiand – Portage

The motion passed unanimously.

5) **Administrators Report - Teresa Debevec**

- Debevec provided a staffing update:

- The facility continues to struggle recruiting several positions throughout the facility, including Imaging, Care Center, Radiology, Hospital, and Dietary.
- Currently we have travel staff in the Care Center, Imaging, Lab, and Radiology.
- Lab has hired two Full Time Medical Laboratory Techs; they will both start by early to mid-May.
- Radiology has hired a Full Time Radiology Technologist.
- A Medical Records Secretary/LTC biller has been hired.
- COVID Update:
 - Masking requirements have changed for Visitors of the Care Center.
 - Masking is required while outside of resident rooms only.
- Twin Ports Dermatology staffing has decreased, they will only be on-site once per month.
- Marketing committee:
 - Meet & Greet, Cook Hospital & Scenic Rivers – 04/13/2023
 - Family Fun Night at Northwoods school – 05/11/2023
 - Fishing Opener at Zup's – 05/12/2023
 - Timber Days – 06/09/2023-06/10/2023
 - Alzheimer's Awareness Fundraiser at Cook Country Connection – 08/25/2023
 - Health Fair – 09/16/2023
- A congressionally directed spending request for the new boiler system was submitted for the Fiscal year of 2024. Debevec was notified that the application was forwarded to the Senate Appropriation Committee for further review.
- Scenic Rivers clinic has hired two MDs to join their team, expected start will be 2025.
- OHFC completed an investigation after the Care Center self-reported unknown bruising on a resident, it was found to be in compliance and no further action was taken.
- Volunteers were provided with a meal and gift certificates for National Volunteer week.
- Notice was received from our stroke survey stating we are valid and designated as an acute stroke facility.

6) Committee Reports

- **Executive Committee – 04/25/2023 – Liz Dahl**
 - Changes to the by-laws are expected approving the hiring of a Physician's Assistant who also has an Emergency Room certification, this PA will assist other MDs in the Emergency Room during busy times.
 - David Salo completed the 1st quarter audit in the Pharmacy, all is in compliance.
 - Virtual meetings will no longer be an option for board members due to advice from an attorney and the updated open meeting law.
 - Board members who have access to the online board portal will no longer receive board packets via USPS.

- **Finance Committee – 04/25/2023 – Kaylee Hoard**
 - Hoard provided the March 2023 financial report.
 - Annual Audit – Kaylee Hoard
 - RSM has conducted an audit in accordance with generally accepted auditing standards. Financial statements are fairly stated (i.e., free from material misstatement) and a clean audit opinion was issued.

Income (loss) from operations				
	2022	2021	Increase (Decrease)	
			Amount	Percent
Income (loss) from operations, before tax levy revenue:				
Hospital	\$ 599,639	\$ 1,956,340	\$ (1,356,701)	(69.3)
Care Center	(1,841,818)	(1,683,420)	(158,398)	(9.4)
	<u>\$ (1,242,179)</u>	<u>\$ 272,920</u>	<u>\$ (1,515,099)</u>	555.1
Income (loss) from operations, including tax levy revenue:				
Hospital	\$ 1,525,338	\$ 2,921,941	\$ (1,396,603)	(47.8)
Care Center	(1,437,216)	(1,307,480)	(129,736)	(9.9)
	<u>\$ 88,122</u>	<u>\$ 1,614,461</u>	<u>\$ (1,526,339)</u>	(94.5)

A motion was made by Judy Pearson, seconded by Marge Hyppa to approve the 2022 Annual Audit presented by Tim Balthazor. All in favor.

Roll Call Vote:
Kathy Weiand – Portage

The motion passed unanimously.

- Capital – Mike Enzmann – Action Needed
 - A motion was made by Judy Pearson, seconded by Marge Hyppa to approve the following capital items. All in favor.
 - a. ER Corridor Doors – Not to exceed \$12,000.00
 - b. CSR Shelving – Not to exceed \$15,000.00
 - c. Bladder Scanner Replacement – Not to exceed \$13,000.00
 - d. Defibrillators (2) – Not to exceed \$32,000.00
 - e. Maintenance Building Revised Utility Location – \$14,330.00

Roll Call Vote:
Kathy Weiand – Portage

The motion passed unanimously.

- **Credentialing Committee 03/21/2023 – Teresa Debevec – Action Needed**
 - **Appointments:** Terry Perkins, MD
 - A motion was made by Judy Pearson, seconded by Eric Pederson to approve the Credentialing Appointments. All in Favor

Roll Call Vote:
Kathy Weiland – Portage

The motion passed unanimously.

- **Safety Meeting – Liz Dahl – 04/04/2023**
 - Dahl provided feedback regarding the Safety Meeting.
- **Care Center QAPI – Marge Hyppa – April 20, 2023**
 - Hyppa provided feedback regarding the Care Center QAPI.

7) **New Business & Correspondence**

- **MHA Trustee Council – Liz Dahl**
 - The 2023 MHA Trustee Conference will be held July 13 – 15, 2023 at the Arrowwood Resort and Conference Center.
 - MHA has announced a fast-track option for reaching MHA trustee certification. The 2023 fast-track will enable individual trustees to secure board certification within one year by completing nine virtual sessions and attending the 2023 MNA Summer Virtual Sessions.
- **Next Board Meeting – 05/23/2023**
- **Questions or comments**
- **Board Meeting Evaluations – Liz Dahl**
 - Provide meeting feedback to Debevec or Dahl
- **Adjourn – Liz Dahl**
 - At 6:40 pm., a motion to adjourn the meeting was made by Eric Pederson, seconded by Marge Hyppa.

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