

1) The Regular Board Meeting was called to order on Tuesday, July 25, 2023, at 5:19 p.m.

2) Roll Call

Board Members Present

Liz Dahl – Linden Grove
Barb Johnson – City of Orr
Shirley Conaway – Camp 5
Shirley Sanborn – Crane Lake
Theresa Martinson – Angora
Judy Pearson – Beatty

Mike Enzmann – Field
Marge Hyppa – Owens
John Stegmeir – Kabetogama
Wendy Long – Leiding
Karen Baxter – Unorganized St. Louis County

Board Members Absent/Excused

Eric Pederson - City of Cook
Kathy Weiand - Portage
Denise Parson – Willow Valley
Don Potter – Unorganized St. Louis County

Staff Members Present

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

3) Pledge of Allegiance

4) Approval of Minutes – 07/25/2023

- A **motion** was made by Marge Hyppa, seconded by Karen Baxter to approve the June 27, 2023, regular board meeting minutes as presented. All in favor.

The motion passed unanimously.

5) Administrators Report - Teresa Debevec

- Debevec provided a staffing update:
 - The facility continues to recruit several positions.
 - Currently we have travel staff in the Care Center, Hospital and Radiology.
 - We have hired a Revenue Cycle Coordinator in the Business Office; she will start in July.
 - Due to our Accounts Receivable employee accepting the Revenue Cycle position, the AR position is now open.
- Minnesota Department of Health entered the building unannounced to complete the annual survey, once we have results, we will share the full details of any tags presented.

- A temporary program to deliver two payments to every nursing facility in the state beginning August 1, 2023, has been approved by Legislation, we have been awarded with \$337,462.00. After the initial payment on August 1, 2023, the second payment will be paid out on August 1, 2024. Allowable uses of these funds are for expenses that will not impact future rates, such as rent or mortgage payments, closing lines of credit or physical plant improvements.
- Debevec provided an update on our CHNA meetings held by three groups, Access to Care, Education, and Creating and Maintaining Partnerships.
- Tegria, a healthcare consulting and technology services company, announced the acquisition of Sisu Healthcare IT Solutions, a Meditech certified hospital and services firm.
- St. Luke's currently hosts our PACS, Meditech and provides coding services, with a letter of intent signed to affiliate with Aspirus, questions surround future relationships we have with St. Luke's. Currently, we do not have any further information as it is too early for these discussions.
- Policies and Procedures have been discussed with our attorney regarding the legalization of marijuana going into effect on August 1, 2023.

6) Committee Reports

- **Executive Committee – 07/25/2023 – Liz Dahl**
 - A request to change the September board meeting from September 26 to the 25 was asked of board members, all were in favor of this change.
 - Due to expenses rising, we continue to look for sources of funding for infrastructure updates.
 - The Heiam event will be held on August 12, 2023, at the Lake Vermilion Fire Brigade. Employees and board members are invited to attend at a discounted price.
- **Finance Committee – 07/25/2023 – Kaylee Hoard – Mike Enzmann**
 - Financial Report – Kaylee Hoard
 - Hoard provided the June 2023 financial report.
 - Draft Levy – Kaylee Hoard
 - Hoard presented the draft levy to the board and made recommendations based on financial details. Final approval will be held at the August 2023 board meeting.
 - Capital – Mike Enzmann
 - A recommendation was made by the Finance committee to approve the capital items:
 - CT HVAC Unit – Not to exceed \$40,000.00.
 - Microbiology Instrument – Not to exceed \$35,000.00.
 - Maintenance Building, Rim Elevation & Water Softener – Total \$7,489.00.

The motion passed unanimously

7) Care Center QAPI – Liz Dahl

- Dahl reported on the Care Center QAPI meeting. (Minutes attached)

8) **Safety Committee – Karen Baxter**

- Baxter reported on the Safety Committee.

9) **New Business & Correspondence**

- Employee Retention Credit – Kaylee Hoard – Action Needed
 - Hoard provided education to board members regarding the Employee Retention Credit. The Employee Retention Credit (ERC) is a refundable tax credit for businesses and tax-exempt organizations. Eligibility is based on paid qualified wages to some or all employees after March 12, 2020, and before January 1, 2022. Eligibility and credit amount vary depending on when business impacts occur.
 - Three companies were contacted by Hoard for an evaluation of qualification.
 - Eide Bailly
 - CLA – CliftonLarsonAllen LLP
 - RSM

A recommendation was made by Judy Pearson, seconded by Marge Hyppa to approve RSM as the company to move forward with.

Motion carried unanimously

- **Trustee Conference Mike Enzmann, Teresa Debevec**
 - Enzmann and Debevec attended the summer Trustee Conference in July. Education was provided by both regarding sessions they attended.
- **Next Board Meeting – 08/22/2023**
- **Questions or comments**
- **Board Meeting Evaluations – Liz Dahl**
 - Provide meeting feedback to Debevec or Dahl
- **Adjourn – Liz Dahl**
 - At 6:22pm., a motion to adjourn the meeting was made by Judy Pearson.

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