

1) **The Regular Board Meeting was called to order on Tuesday April 2, 2024, at 5:20 p.m.**

2) **Roll Call**

Board Members Present

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
John Stegmeir – Kabetogama
Denise Parson – Willow Valley
Karen Baxter – Unorganized St. Louis County

Marge Hyppa – Owens
Eric Pederson - City of Cook
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway – Camp 5
Wendy Long – Leiding

Board Members Absent

Shirley Sanborn – Crane Lake

Board Members Excused

Theresa Martinson – Angora
Kathy Weiand – Portage

Staff Members Present

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

3) **Approval of Minutes – 04/02/2024**

- A **motion** was made by Barb Johnson, seconded by Marge Hyppa to approve the January 23, 2024, regular board meeting minutes as presented. All in favor.

The motion passed unanimously

4) **Administrators Report - Teresa Debevec**

- A staffing report was provided:
 - We continue to recruit several positions' facility wide, including:
 - Dietary
 - Nursing Assistants
 - Registered Nurse - Hospital
 - RN - LTC
 - Radiologic Technologist
 - Ultrasound Technologist
 - Medical Laboratory Technician

- The community education on colorectal cancer Dr. Holmes presented at the Community Center had an attendance of 3 people.
- Education was provided on the lockdown that occurred in February and the facilities process for notifying authorities.
- Northland Anesthesia will provide a CRNA for our facility in April, we continue to work on a contract with Cloquet on future procedure days.
- Meditech expense is planned to go live on June 1, 2024.
- Diversity, Equity and Inclusion training was provided to department managers and will soon be sent out to all staff.
- Debevec provided information on the legislative session.

5) Committee Reports

- Executive Committee – 04/02/2024 – Liz Dahl
 - A recommendation was made by the finance committee to provide a dollar limit to the items Debevec brings to the board for approval. Items over \$30,000.00 will be brought to the board members.
 - **ME/MH (MCU)**
- Finance Committee – 04/02/2024 – Kaylee Hoard
 - Financials– Kaylee Hoard
 - Hoard presented the February 2024 financials.
 - Capital – Mike Enzmann
 - A recommendation was made by the Finance Committee to approve the following Capital Items:
 - Pump Motor Replacement – Not to exceed \$7,000.00
 - Omnicell Interface – Meditech Expanses – Not to exceed \$42,000.00
 - Hospital Flooring Replacement – Not to exceed \$18,000.00
 - Windows & Doors Replacement Courtyard area – Not to exceed \$100,000.00
 - ER Countertop Replacement – Not to exceed \$30,000.00
 - HEPACART Ceiling Cavity Dust Containment – Not to exceed \$13,000.00
 - Basement Door Replacement – 7 Doors – Not to exceed \$19,500.00
 - Fire Damper Repair – Not to exceed \$6,000.00

The motion passed unanimously

6) Credentialing Committee – 01/03/2024 & 03/06/2024– Teresa Debevec – Action Needed

- A motion was made by Judy Pearson, seconded by Wendy Long to approve the following appointments and reappointments.
 - Appointments: Bridgid Pajunen, MD; Sergey Shkurovich, MD; Alan Pratt, MD; Donald Nicell, MD

- Reappointments: Lisa Leedham, PA; Kyle Menzel, MD; Joseph Vidmar, CRNA; Takeshi Onizuka, MD; Matthew Stayman, MD; Bryan Hunter, CRNA

The motion passed unanimously

7) **Hospital QAPI – Marge Hyppa**

- Hyppa provided a Hospital QAPI committee meeting update. (minutes attached)

8) **Compliance & Ethics – Liz Dahl**

- Dahl provided a Compliance & Ethics meeting update.

9) **New Business & Correspondence**

- **Board Resolution Supporting the Statewide Trauma System – Liz Dahl – Action Needed**
 - A motion was made by Mike Enzmann, seconded by Marge Hyppa to approve the Hospital to continue as a Level 4 Trauma Hospital.

The motion passed unanimously

- **Conflict of Interest Forms – Liz Dahl**

- Conflict of Interest forms were reviewed with board members.
 - Theresa Martinson – Member of the City of Cook Board.
 - Karen Baxter – Daughter in law works in the Hospital
 - Marge Hyppa – Volunteer for the Auxiliary
 - Eric Pederson – Provides music entertainment for the Hospital
 - Don Potter – Lake Vermilion Fire Brigade (LVFB) seeks a grant for EMS training and supplies annually.

- **Policies – Teresa Debevec – Action Needed**

- A recommendation was made by Judy Pearson, seconded by Wendy Long to approve the updates in the following policies:
 - Credentialing & Granting Privileges
 - Emergency Preparedness Plan
 - Risk Management Plan

The motion passed unanimously

- **Next Board Meeting – 04/23/2024**

- **Questions or comments**

- The summer trustee conference will be held in Breezy Point, MN from July 31, 2024 – August 2, 2024.

- **Board Meeting Evaluations – Liz Dahl**
 - Provide meeting feedback to Debevec or Dahl

- **Adjourn – Liz Dahl**
 - At 6:03pm., a motion to adjourn the meeting was made by Eric Pederson, seconded by Don Potter.

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