

1) The Regular Board Meeting was called to order on Tuesday January 23, 2024, at 5:18 p.m.

2) Roll Call

Board Members Present

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway – Camp 5

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

Board Members Absent

Shirley Sanborn – Crane Lake

Board Members Excused

Wendy Long – Leiding
Karen Baxter – Unorganized St. Louis County
Kathy Weiand – Portage

Staff Members Present

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

3) Approval of Minutes – 01/23/2024

- A **motion** was made by Marge Hyppa, seconded by Barb Johnson to approve the December 19, 2023, regular board meeting minutes as presented. All in favor.

Roll Call Vote:

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

The motion passed with 11 in favor

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
- Hospital Biller
- Radiologic Technologist
- Ultrasound Technologist
- Medical Laboratory Technician
- Senior Leadership has met regarding staffing issues in the Care Center, Nursing Assistants are currently in critical staff and working on an approach for retention and recruitment.
- Northland Anesthesia initially provided notice they will no longer be able to service our facility, however we were notified they have one anesthesiologist who will be able to continue at our facility.
- The medical staff directors have been voted on:
 - President – Dr. Holmes
 - Vice President – Dr. Cooley
 - Secretary – Dr. Vidor
- The mammography survey passed with compliance.
- Policies were established for Earned Sick and Safe Time, we are in compliance with all laws effective January 1, 2024.
- The community needs health assessment groups have continued to meet and make progress. The education group will be holding an education event hosted by Dr. Holmes on the importance of colonoscopies and screening for colon-rectal cancer.
- Debevec will be providing the 2023 Annual Report to board members.
- Debevec has potentially found boiler funding through the inflation reduction act program, “Catalytic Program”. This opportunity is to make investments in clean energy, building efficiency, infrastructure resilience and more. Debevec has signed up for multiple sessions to learn more.

5) Committee Reports

- **Executive Committee – 01/23/2024 – Liz Dahl**
 - Dahl provided the dates for the MHA summer trustee conference.
 - Antimicrobial stewardship meetings in the Pharmacy are going well.
 - The pendants related to safety and security of hospital staff will be active soon.
 - Board Elections:
 - Elections are coming due for some board members.
 - A suggestion was given to provide Debevec a list of replacement nominees if unable to fulfill the remainder of their terms.
- **Finance Committee – 01/23/2024 – Kaylee Hoard**
 - Financials– Kaylee Hoard

- Hoard presented the November 2023 financials.

6) **Credentialing Committee – 01/23/2024 – Teresa Debevec – Action Needed**

- A motion was made by Judy Pearson, seconded by Mike Enzmann to approve the following appointments and reappointments.
 - Appointments: Christopher Hurt, MD; Mark Berry, MD; Nicholas Cooley, MD
 - Reappointments: David Boyce, PT; Stacy Colich, RD; Adam Hecht, MD (VRAD); Scott Kerns, MD; Jean Maslowski, RD; Heather Smith, PA; Timothy Sprouls, DDS

Roll Call Vote:

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

The motion passed with 11 in favor

7) **Safety Committee – Liz Dahl**

- Dahl provided a safety committee meeting update.

8) **Care Center QAPI – Marge Hyppa**

- Hyppa provided a Care Center QAPI meeting update. (minutes attached)

9) **New Business & Correspondence**

- **2024 Rural Hospital Capital Improvement Grant Resolution – Teresa Debevec – Action Needed**

A motion was made by Judy Pearson, seconded by Theresa Martinson approving Teresa Debevec to execute contracts and certifications as required to implement the participation in the Minnesota Rural Hospital Capital Improvement Grant Program.

Roll Call Vote:

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama

Judy Pearson – Beatty
Shirley Conaway

Denise Parson – Willow Valley

The motion passed with 11 in favor

- **Record Retention Policy – Teresa Debevec**

- A motion was made by Don Potter, seconded by Marge Hyppa to approve the record retention policy updates.

Roll Call Vote:

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

The motion passed with 11 in favor

- **Community Benefit Program Policy – Kaylee Hoard – Action Needed**

- A motion was made by Judy Pearson, seconded by Marge Hyppa to approve the community benefit program policy.

Roll Call Vote:

Liz Dahl – Linden Grove
Don Potter – Unorganized St. Louis County
Barb Johnson – City of Orr
Mike Enzmann – Field
Judy Pearson – Beatty
Shirley Conaway

Marge Hyppa – Owens
Eric Pederson - City of Cook
Theresa Martinson – Angora
John Stegmeir – Kabetogama
Denise Parson – Willow Valley

The motion passed with 11 in favor

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

- Dahl provided a reminder for board members to complete the conflict-of-interest forms and return to Debevec.

- **Board Education – Community Benefit - Kaylee Hoard**

- Hoard provided education on Community Benefit Report.

- **MHA Trustee Conference Comments – Liz Dahl, Mike Enzmann, Karen Baxter, Eric Pederson, and Teresa Debevec**
 - Attendees of the MHA trustee conference provided highlights of the conference.
- **Next Board Meeting – 02/27/2024**
- **Questions or comments**
 - The February board meeting will need to be adjourned no later than 6:00pm so all voters have the opportunity to attend the caucus.
- **Board Meeting Evaluations – Liz Dahl**
 - Provide meeting feedback to Debevec or Dahl
- **Adjourn – Liz Dahl**
 - At 6:13pm., a motion to adjourn the meeting was made by Eric Pederson, seconded by Judy Pearson.

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