

1) **The Regular Board Meeting was called to order on Tuesday May 28, 2024, at 5:17 p.m.**

2) **Roll Call**

**Board Members Present**

Liz Dahl – Linden Grove	Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County	Mike Enzmann – Field
John Stegmeir – Kabetogama	Judy Pearson – Beatty
Denise Parson – Willow Valley	Shirley Conaway – Camp 5
Karen Baxter – Unorganized St. Louis County	Wendy Long – Leiding
Theresa Martinson – Angora	

**Board Members Excused**

Kathy Weiand – Portage  
Shirley Sanborn – Crane Lake  
Eric Pederson - City of Cook  
Barb Johnson – City of Orr

**Staff Members Present**

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

**Guest**

Tim Balthazor – RSM

3) **Pledge of Allegiance**

4) **Approval of Minutes – 05/28/2024**

- A **motion** was made to approve the April 23, 2024, regular board meeting minutes as presented. All in favor.

**The motion passed unanimously.**

5) **Administrators Report - Teresa Debevec**

- A staffing report was provided:
  - We continue to recruit several positions' facility wide.
- We are struggling to find dates to hold procedure days that coincide with our anesthesiologist.
  - Hoard has been in contact with Tegria to learn the process of billing for anesthesia.
- Meditech expense will go-live on October 1, 2024.
- The sewer project has been delayed due to weather conditions.

- The trauma survey was completed, we are waiting for the official letter.
- The auxiliary has purchased a new piano for the Care Center.
- A bill was introduced by Senator Tina Smith to remove barriers for Critical Access Hospitals (CAH) and rural hospitals in the event we choose to move to a Rural Emergency Hospital (REH). This bill would allow a REH facility to revert to a CAH if necessary.
- Debevec reviewed the proposed rules set forth by the Nursing Home Workforce Standards Board to include:
  - 11 paid holidays
  - Increase minimum wage to \$19.00.
- The CHNA groups have made progress on the initiatives they have put forward.
- An invite was sent to Matt Anderson to attend the June board meeting, he will be reviewing fiduciary duties of the board. Matt was a previous employee of MHA and currently works at the University of Minnesota in Health Policy and Management.
- Affidavit of candidacy forms will be given out at the July board meeting.

**6) Committee Reports**

- **Finance Committee – 05/28/2024 – Kaylee Hoard**
  - Hoard presented the April 2024 financials.
  - Annual Audit – Kaylee Hoard, Tim Balthazor
    - 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 2023 annual audit presented by Tim Balthazor. All in Favor

- Capital – Mike Enzmann
  - A recommendation was made by the Finance Committee to decrease the amount Teresa Debevec is authorized to approve for spending from \$30,000.00 to \$25,000.00.

**The motion passed unanimously**

**7) Credentialing Committee – 05/22/2024 – Teresa Debevec – Action Needed**

- A motion was made by Wendy Long, seconded by Judy Pearson to approve the following appointments and reappointments.
  - Appointments: Mary Huff, MD; Barbara McCorvey, MD; Jennifer Gutierrez, MD
  - Reappointments: Glen Palokangas, CRNA; Alice Suchomel-Olson, MD; Eddie Fiore, MD; Kurtis Tedesco, MD; Marc Jacobson, MD; Scott Sullivan, MD

**The motion passed unanimously.**

**8) QAPI – Hospital 04/25/2024 – Marge Hyppa**

- Hyppa provided the Hospital QAPI meeting update. (meetings attached)

**9) Compliance 04/25/2024 – Liz Dahl**

- Dahl provided a Compliance meeting update.

**10) Care Center MDH Survey – Teresa Debevec**

- Debevec provided the results from the MDH survey held in April. The facility was found with 3 tags, with no harm deficiencies.
  - A resident was observed wandering and did not have a MDS assessment completed on them.
  - An open container of eye drops was not labeled.
  - IP – a nurse failed to perform proper hand hygiene.

**11) Life Safety Code Survey – Teresa Debevec**

- Debevec provided the results from the Life Safety Code Survey.
  - Fire, smoke barriers.
  - Failure to maintain spacing between storage and the sprinkler system.
  - A fire door was found propped open.
  - Three office refrigerators were found to be plugged into extension cords or a power strip, these must be plugged directly into a wall.

The Fire Marshall arrived on 05/28/2024 for review, we are now in compliance.

**12) Education – Legislative Outcomes – Teresa Debevec**

- Debevec provided a 2024 Legislative update.

- Next Board Meeting – 06/25/2024
- Questions or comments
- Board Meeting Evaluations – Liz Dahl
  - Provide meeting feedback to Debevec or Dahl
- Adjourn – Liz Dahl
  - At 6:33pm., a motion to adjourn the meeting was made by Judy Pearson, seconded by Don Potter.

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