

1) **The Regular Board Meeting was called to order on Tuesday August 27, 2024, at 5:14 p.m.**

2) **Roll Call**

**Board Members Present**

Liz Dahl – Linden Grove	Marge Hyppa – Owens
Don Potter – Unorganized St. Louis County	Judy Pearson – Beatty
Karen Baxter – Unorganized St. Louis County	Barb Johnson – City of Orr
Theresa Martinson – Angora	Mike Enzmann – Field
John Stegmeir – Kabetogama	

**Board Members Excused**

Shirley Sanborn – Crane Lake  
Denise Parson – Willow Valley  
Eric Pederson - City of Cook  
Kathy Weiland – Portage  
Shirley Conaway – Camp 5

**Board Members Absent**

Wendy Long – Leiding

**Staff Members Present**

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

3) **Pledge of Allegiance**

4) **Approval of Minutes – 08/27/2024**

- A **motion** was made by Judy Pearson, seconded by Marge Hyppa to approve the July 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.
- Northland Anesthesia will provide services again beginning on September 20, 2024, procedure days will move from Wednesday to Friday.
- The sewer project is almost finished, a few maintenance items remain.

- The Critical Access Surveyors were on-site from August 19<sup>th</sup> to August 22<sup>nd</sup>. The CAH surveyors have not been on-site since 2017 due to COVID and the feds putting a hold on surveys. The preliminary deficiencies were provided to us prior to them exiting and the final report will be provided to us:
  - Monitoring of the negative air flow rooms in the hospital even if they are not being used.
  - Requirement to follow manufacturer recommendations for the defibrillator checks.
  - The Pharmacy and Therapeutic Committee requires a formal meeting even though it is discussed at the Medical Staff Meeting.
  - Policies have not been updated.
  - Lack of involvement by the dietician.
- The Fire Marshal was on-site for the Life Safety Code Survey, preliminary deficiencies were provided to us at exit:
  - Open penetration on the smoke and fire walls above the ceiling
  - Self-closure on a storage closet door in rehab
  - A coffee pot and microwave were plugged into a power strip in outpatient surgery.
  - Portable O2 tanks cannot be stored on wheelchairs or left on individual push dollies behind nursing stations.
  - Monthly smoke detector inspection was not recorded.
  - Fire drills were not consistent over the years.
  - Egress blocking – an emergency door was blocked by therapy equipment.
- 2023 Lions Gift of Sight – Organ/Tissue report:
  - Six potential eye donors – with two eye donations
  - Three transplant tissues
  - One research tissue
  - One non-compliant (late) referral – due to a family member not wanting the referral sent.
- The CHNA group is working to create a marketing plan for Breast Cancer Awareness month in October.
- Meditech is set to go-live on October 1, 2024.
- Custom Learning will be on-site September 4<sup>th</sup> and 5<sup>th</sup> to perform the cultural and organizational assessment, board members are invited to attend.
- The Heiam event on August 3, 2024, was not as well attended as previous years, we are still waiting for a final report.
- The facility is experiencing a lack of ambulance being able to respond to the Hospital.
- North Memorial Air will be relocating their main hub from Eveleth to Grand Rapids, MN.

## 6) Committee Reports

- Executive Committee – 08/27/2024 – Liz Dahl
  - The November 2024 board meeting has been moved to Wednesday November 13<sup>th</sup> due to the canvassing rule.

- Board members up to re-election in 2024:
  - Un-opposed
  - Eric Pederson
  - Kathy Weiand
  - Denise Parson
  - Marge Hyppa
  - Theresa Martinson
- Barb Johnson will not be running for her seat on the board.
  - Jodell Driggs has filed an Affidavit of Candidacy for the open City of Orr seat.
- Shirley Sanborn will not be running for her seat on the board.
  - Karis Antikainen has filed an Affidavit of Candidacy for the open Crane Lake Township seat.
- Custom Learning will be on site to assess the cultural and organizational structure of the facility.
- Matt Anderson will be hosting the Board Strategic Planning session on September 20, 2024, from 9:00am to 2:00pm.
- **Finance Committee – 08/27/2024 – Kaylee Hoard**
  - Hoard presented the July 2024 financials.
  - The finance committee recommended an increase of \$200,000.00 for the 2025 levy proposals.
    - (MCU)
  - Capital Items:
    - Hydronic Heating Pumps – not to exceed \$40,000.00.
    - Emergency Room Boom Replacement – Not to exceed \$30,000.00.
      - (MCU)
- 7) **Credentialing Committee – 08/22/2024 – Teresa Debevec – Action Needed**

A recommendation was made by Barb Johnson, seconded by Theresa Martinson, to approve the following appointments and re-appointments. (MCU)

  - Appointments: Charles Henry, MD (vRad); Ted Willis, MD (vRad); John Michael Chua Chiacco, MD (St. Luke’s Cardiology)
  - Re-appointments: Thomas DiNardo, MD (Locum)
- 8) **Disaster/Emergency Privileges and Credentialing Policy – Teresa Debevec – Action Needed**

A recommendation was made by Marge Hyppa, seconded by Mike Enzmann to approve the changes to the policy. (MCU)
- 9) **Compliance – Liz Dahl**
  - Liz reported the appropriate training and audits were completed specific to the compliance program and no specific areas are to be reported.

10) **QAPI Hospital - Marge Hyppa**

- Marge provided report on the QAPI Hospital meeting (minutes attached)

11) **QAPI Care Center- Marge Hyppa**

- Marge provided report on the QAPI Care Center meeting (minutes attached)

12) **Vulnerable Adult Policy – Teresa Debevec – Action Needed**

- Debevec reported one change in the policy to reflect DHS background screenings which include fingerprinting and photos for all new employees prior to the start date.
  - TM/BJ (MCU)

13) **Care Center Facility Assessment – Teresa Debevec – Action Needed**

- Debevec provided a report on the Care Center facility assessment.
  - TM/BJ (MCU)

14) **Trustee Conference – Liz Dahl, Mike Enzmann, Teresa Debevec**

- Dahl, Enzmann, and Debevec provided highlights of attending the Trustee Conference.

15) **Strategic Planning 09/20/24 – Liz Dahl**

- The strategic planning session will be held on September 20, 2024, any ideas or suggestions can be sent to Teresa in advance.

16) **Next Board Meeting – 09/24/2024**

17) **Questions or comments**

18) **Board Meeting Evaluations – Liz Dahl**

- Provide meeting feedback to Debevec or Dahl
- Dahl provided previous board member evaluation input from board members.

19) **Adjourn – Liz Dahl**

- At 6:26pm., a motion to adjourn the meeting was made by John Stegmeir, seconded by Don Potter.

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