

1) **The Regular Board Meeting was called to order on Tuesday October 22, 2024, at 5:15 p.m.**

2) **Roll Call**

Board Members Present

Liz Dahl – Linden Grove

Don Potter – Unorganized St. Louis County

Karen Baxter – Unorganized St. Louis County

Mike Enzmann – Field

Theresa Martinson – Angora

Shirley Conaway – Camp 5

Marge Hyppa – Owens

Judy Pearson – Beatty

Barb Johnson – City of Orr

John Stegmeir – Kabetogama

Denise Parson – Willow Valley

Board Members Excused

Shirley Sanborn – Crane Lake

Kathy Weiand – Portage

Wendy Long – Leiding

Eric Pederson - City of Cook

Staff Members Present

Teresa Debevec - CEO

Stephanie Maki – Human Resources Director

Kaylee Hoard – CFO

3) **Pledge of Allegiance**

4) **Approval of Minutes – 10/22/2024**

- A **motion** was made by Marge Hyppa, seconded by Barb Johnson to approve September 24, 2024, regular board meeting minutes as presented. All in favor.

The motion passed unanimously.

5) **Administrators Report – Teresa Debevec**

- Staffing Update:
We continue to recruit several positions through the facility.
- Senior Leadership was off-site with Custom Learning on October 22, 2024, agenda and dates were planned out of the next year.
- The Swing Bed Academy sessions have started.
- Meditech went live on October 1, 2024, it went well in all departments.
- Senior Leadership met for the facility Strategic Planning session on October 10, 2024.
- The administration has been in contact with a Speech Pathologist who may be interested in taking a position with the facility.

- The Minnesota Department of Health has requested an action plan to prevent violence against healthcare workers.
- Dr. Elleby will be going out on leave in December; Scenic Rivers Clinic is working on a locum to replace his shifts while he is out.

6) **Committee Reports**

- **Executive Committee – 10/22/2024 – Liz Dahl**
 - The November board meeting will be held on Wednesday November 13, 2024, due to the election.
 - The December board meeting will be held on Thursday December 17, 2024, due to Christmas Eve.
 - Teresa is reviewing the orientation packet to prepare for the two new board members.
 - Board member elections will be held in December by secret ballot. The secret ballot will only occur if there is more than one nominated for an office.
 - Chair
 - Chair Elect
 - Clerk
 - Treasurer
- **Finance Committee – 10/22/2024 – Kaylee Hoard**
 - Hoard presented the September 2024 financials.

7) **Credentialing – No Meeting**

8) **Safety Meeting – Karen Baxter**

- Karen provided an overview of the Safety Meeting.

9) **Strategic Planning Updates – Teresa Debevec**

- REH – Teresa and Kaylee will be working to get a free analysis for our facility.
- Boiler – Teresa continues to research grants to help cover costs of the new boiler system.
- Collaboration with Scenic Rivers Health Services – We continue to collaborate with Scenic Rivers to keep communication open.

10) **Policies – Teresa Debevec**

- A motion was made by Mike Enzmann, seconded by Marge Hyppa to approve the following policies:
 - Compliance & Ethics
 - Identity Theft & Red Flag
 - Collections
 - Emergency Department – Hospital Patient Care
 - Organ-Tissue-Eye Donation

The motion passed unanimously

11) Education – Teresa Debevec

- Teresa provided education on open and closed meetings, email and gatherings for board members.

12) Next Board Meeting – 11/13/2024

13) Questions or comments

14) Board Meeting Evaluations – Liz Dahl

- Provide meeting feedback to Debevec or Dahl

15) Adjourn – Liz Dahl

- At 5:57pm, 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.