

1) **The Regular Board Meeting was called to order on Tuesday December 17, 2024, at 5:16 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

Shirley Conaway – Camp 5

Theresa Martinson – Angora

Marge Hyppa – Owens

Judy Pearson – Beatty

Mike Enzmann – Field

Denise Parson – Willow Valley

Eric Pederson - City of Cook

Board Members Excused

Shirley Sanborn – Crane Lake

Kathy Weiand – Portage

Wendy Long – Leiding

Karen Baxter – Unorganized St. Louis County

Staff Members Present

Teresa Debevec - CEO

Kaylee Hoard – CFO

Stephanie Maki – Human Resources Director

3) **Pledge of Allegiance**

4) **Approval of Minutes – 12/17/2024**

- A **recommendation** was made to approve November 13, 2024, regular board meeting minutes as presented. All in favor.

The motion passed unanimously.

5) **Administrators Report – Teresa Debevec**

- We continue to recruit several positions throughout the facility.
- An official letter of retirement was provided by our Pharmacy Director, Tony Menart. Tony has been a wonderful asset to our team, and we will miss him dearly. We have an interested candidate to fill his role and will make an official offer.
- Custom Learning sessions for our Service Excellence Advisors are being held this week and will be holding a graduation for them on Wednesday.
- Vital Research was on-site to conduct research on quality of life for our residents, we will have an official report in Summer of 2025.
- Legal action was taken against the Nursing Home Workforce Standards Board on December 10, 2024, to file a motion seeking preliminary injunction blocking enforcement of the holiday pay rule

as passed by the NHWSB. On December 13, 2024, the judge held a pre-hearing conference, the judge informed the parties that a hearing will not be held before January 1, 2025. The facility will be required to move forward with the holiday rule until the final ruling takes effect.

- Debevec will begin orientation for the two new board members in January.

6) **Committee Reports**

- **Executive Committee – 12/17/2024 – Liz Dahl**

- The MHA Trustee Conference will be held January 8-10, 2025; if any board members would like to attend, let Teresa know.
- The Executive Committee made a recommendation to approve the hire of a Physicians Assistant for coverage in our Emergency Room due to a temporary reduction in physician coverage.
 - Motion Carried Unanimously

- **Finance Committee – 12/17/2024**

- A recommendation was made by the Finance Committee to approve the 2025 Facility Budget with a net income of \$45,400.00.
 - (MCU) All in Favor

7) **Credentialing – No Meeting**

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

- Debevec and Hoard attended a virtual education session with the Rural Health Redesign Center and are waiting on a meeting date to review the financial analysis.

9) **Record Retention Policy – Teresa Debevec – Action Needed**

- Debevec provided the changes to the Record Retention Policy.
 - JP/MH (MCU)

10) **Bylaws – Liz Dahl**

- Dahl informed the board Debevec is reviewing the bylaws for the facility, a vote will take place in January.

11) **Governing Board Policies – Liz Dahl**

- Dahl informed the board to review the Governing Board policies, a vote will take place in January.

12) **Board Officer Election – Liz Dahl – Action Needed**

- **Nomination – Board Chair**
 - Liz Dahl - Accept
 - A recommendation was made and carried out to elect Liz Dahl for a term of 2 years as Board Chair. Nominations from the floor were presented 3 times with no other nominations.
- **Nomination – Vice Chair**
 - Judy Pearson – Accept
 - Eric Pederson – Decline
 - Don Potter – Decline
 - A recommendation was made to elect Judy Pearson for a term of 2 years for position of chair elect. Nominations from the floor were presented 3 times.
- **Nomination – Clerk**
 - Eric Pederson – Accept
 - John Stegmeir – Decline
 - A recommendation was made to elect Eric Pederson for a term of 2 years for position of Clerk. Nominations from the floor were presented 3 times.
- **Nomination – Treasurer**
 - Mike Enzmann – Accept
 - A recommendation was made to elect Mike Enzmann for a term of 2 years for position of Treasure. Nominations from the floor were presented 3 times.

Motion Carried Unanimously

13) **Next Board Meeting – 01/28/2025**

14) **Questions or comments**

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

- Provide meeting feedback to Debevec or Dahl

16) **Adjourn – Liz Dahl**

- At 6:03, 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.