



~Approved 1/2/2018~

Regular Board Meeting
Tuesday, December 5, 2017
9:00 a.m. – Board Room

Board Members Present: Greg Cook, Koochiching County Unorganized; Matt Huju, Marcell Township; JoAnn Krickhahn, City of Effie; Kenny Porter, Bigfork Township; Dr. George Rounds, Stokes Township; Larry Salmela, Carpenter Township; Karen Springer, Itasca County At-Large; Heidi Watson, Koochiching County At-Large

Via Telephone: None.

Board Members Absent: Anne Collins, City of Bigfork; Linnette Davidson, Wirt Township; Chris Horton, City of Big Falls; Marie Lovdahl, Itasca County Unorganized

Others: Dr. Ed Anderson, Julie Gerzin, Angela Kleffman, John Licke, Nancy Probst, Aaron Saude, Renee Tower

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:01 a.m.

The meeting opened with prayer.

I. Community Comments

None.

II. Approval of Agenda

A **motion** to approve the agenda as presented was made by Matt Huju, seconded by Kenny Porter. All in favor, motion carried.

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III. Approval of Regular Board Meeting Minutes 11/7/2017

A **motion** to approve the November 7, 2017, regular board meeting minutes as presented was made by JoAnn Krickhahn, seconded by Karen Springer. All in favor, motion carried.

Heidi Watson entered the meeting at 9:03 a.m.

IV. Strategic Planning Session Meeting Minutes 10/12/17 & 10/13/2017

A **motion** to approve the October 12, 2017, strategic planning session minutes as presented was made by Larry Salmela, seconded by JoAnn Krickhahn. All in favor, motion carried.

A **motion** to approve the October 13, 2017, strategic planning session minutes as presented was made by Larry Salmela, seconded by Karen Springer. All in favor, motion carried.

V. Acceptance of Medical Staff Meeting Minutes 9/20/2017

A **motion** to accept the September 20, 2017, medical staff meeting minutes was made by Matt Huju, seconded by JoAnn Krickhahn. All in favor, motion carried.

VI. Information, Discussion and/or Action

A. Finance Committee Report

Karen Springer provided a summary of the finance committee meeting that was held on Tuesday, November 28.

The finance committee recommended the following:

- Acceptance of the financials and accounts payable for the month of October.
- Approval of the 2018 budget and capital requests.
- Approval of the Finance Committee Charter.
- To set the final tax levy at \$369,512.50, the same amount approved for the proposed tax levy at the regular board meeting on September 5.
- Approval of the Attorney General Agreement/Policies.

B. Financials

Aaron Saude presented the October 2017 financial dashboard report.

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A **motion** to accept the financial report for the month of October was provided by Greg Cook, seconded by Heidi Watson. All in favor, motion carried.

C. Accounts Payable

A **motion** to ratify the accounts payable for the month of October was made by Matt Huju, seconded by Karen Springer. All in favor, motion carried.

D. 2018 Final Budget

Julie Gerzin entered the meeting at 9:16 a.m.

Aaron Saude presented the 2018 budget for consideration. After review, a **motion** to approve the revenue and expense budget and capital expenditures for 2018 was made by Larry Salmela, seconded by JoAnn Krickhahn. All in favor, motion carried.

Matt Huju made a **motion** to approve the capital investment plan, seconded by Kenny Porter. All in favor, motion carried.

E. 2018 Certificate of Final Tax Levy

Karen Springer made a **motion** to set the 2018 final tax levy at \$369,512.50, the same amount established last year, seconded by Greg Cook. All in favor, motion carried.

F. GRACF Endowment Distribution

A **motion** to withdraw the full available endowment distribution in the amount of \$21,270 was made by Kenny Porter, seconded by JoAnn Krickhahn. All in favor, motion carried.

G. Credentialing

Dr. Ed Anderson presented 2018-2019 medical staff reappointments and credentialing applications for consideration.

Privileges with a 6 month provisional status:

- Catherine P. Benziger, MD - Essentia Cardiology
- David Bogolub, DO - Locum
- Edward Ciriacy Jr., MD - Locum
- Matthew Dammeyer, MD - Locum

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- Eric Elleby, MD - Scenic Rivers/Locum
- Elaine G. Khatod, MD - vRad
- Chelsea Mann, MD - Scenic Rivers
- James Molde, OD - Sanford Eye
- Barret Myers Wolfson, MD - Scenic Rivers
- Gregory Olszewski, MD - Locum
- Monty Seper, MD - Locum
- Mathew Stayman, MD - Locum
- Jason M. Wu, MD - Essential Cardiology

After review, a **motion** to approve medical staff reappointments for 2018-2019 and credentialing applications was made by JoAnn Krickhahn, seconded by Greg Cook. All in favor, motion carried.

H. QI Report

Nancy Probst provided a summary of the quality improvement report for the period of November 2016 – October 2017.

I. SRHS Clinic Expansion Project

Aaron Saude reported that the clinic expansion will be complete when the lock tumblers are installed. The project came in under budget.

J. CEO Report

Aaron Saude reported that he met with leadership to create the 2018 budget. Mandatory employee benefits meetings were held November 13-14. Aaron attended Wilderness Health’s strategic planning session in Duluth on November 29.

Informational item provided:

- Wilderness Health Board Update – November 2017

K. Employee Appreciation

Randy Nei was nominated to receive an employee appreciation certificate for outstanding job performance. A **motion** to approve the nomination was made by Heidi Watson, seconded by JoAnn Krickhahn. All in favor, motion carried.

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L. Governance Committee Report

Dr. George Rounds provided a summary of the governance committee meeting that was held on Tuesday, November 28.

The governance committee recommended the following:

- Reducing board members stipend amounts by half.
- Approval of the Board-CEO Linkage Policy with no changes.
- Approval of the Governance Process Policy with two changes.

Discussion was held regarding the possibility of purchasing new laptops for board members. The governance committee will develop guidelines and make recommendation to the full board.

M. Strategic Planning Workgroup

Heidi Watson, JoAnn Krickhahn, Karen Springer, Dr. Rounds and Kenny Porter volunteered to serve on the strategic planning study group. A community member and the executive team (Nancy Probst, Angela Kleffman, Christine Lokken and Julie Gerzin) will be invited to attend study group meetings.

N. Board-CEO Linkage Policy

The governance committee reviewed the policy and no changes were recommended.

A **motion** to approve the Board-CEO Linkage Policy review with no changes was made by Larry Salmela, seconded by Matt Huju. All in favor, motion carried.

O. Board Governance Processes Policy

A **motion** to approve the Governance Processes Policy as amended was made by JoAnn Krickhahn, seconded by Matt Huju. The motion carried with six in favor and one opposed.

By approving the Governance Processes Policy board member stipend amounts will be reduced by half.

P. Board Meeting Survey Results

Results from the board meeting evaluation survey that board members completed at the November regular board meeting were reviewed.

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Q. Attorney General Agreement/Policy Review

A **motion** to approve the Attorney General agreement/policies and Community Care Program Policy as written, with the yearly allocation amount of \$25,000 (\$15,000 for hospital district members and \$10,000 for non-district members) was made by Matt Huju, seconded by Karen Springer. All in favor, motion carried.

R. Board Education – Board Self-Assessment Proposal

Due to current financials, there was consensus to not accept Russ White’s proposal to facilitate a board self-assessment.

Board members completed the monthly board meeting evaluation survey. Survey results will be tabulated and reviewed at the January regular board meeting.

At 10:31 a.m., a **motion** to adjourn the meeting was made by Kenny Porter, seconded by Greg Cook. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower,
Executive Administrative Assistant

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