



~Approved 3/6/2018~

Regular Board Meeting
Tuesday, February 6, 2018
9:00 a.m. – Board Room

Board Members Present: Greg Cook, Koochiching County Unorganized; Linnette Davidson, Wirt Township; Matt Huju, Marcell Township; JoAnn Krickhahn, City of Effie; Marie Lovdahl, Itasca County Unorganized; Dr. George Rounds, Stokes Township; Larry Salmela, Carpenter Township; Heidi Watson, Koochiching County At-Large

Via Telephone: None

Board Members Absent: Anne Collins, City of Bigfork; Chris Horton, City of Big Falls; Karen Springer, Itasca County At-Large; Kenny Porter, Bigfork Township

Others: Dr. Ed Anderson, Angela Kleffman, Christine Lokken, John Licke, Amanda Niemala, Nancy Probst, Aaron Saude, Renee Tower

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:03 a.m.

The meeting opened with prayer.

I. Community Comments

None.

II. Approval of Agenda

It was requested that “Compliance Officer Report” and “Opioid Epidemic” be added to the agenda.

The mission of Bigfork Valley is to provide a continuum of quality health care and community services rooted in excellence and delivered with skill and compassion.

A **motion** to approve the agenda as amended was made by Linnette Davidson, seconded by Heidi Watson. All in favor, motion carried.

III. Approval of Regular Board Meeting Minutes 1/2/2018

A **motion** to approve the January 2, 2018, regular board meeting minutes as presented was made by Matt Huju, seconded by Greg Cook. All in favor, motion carried.

IV. Acceptance of Medical Staff Meeting Minutes 11/29/2017

A **motion** to accept the November 29, 2017, medical staff meeting minutes was made by Matt Huju, seconded by Marie Lovdahl. All in favor, motion carried.

V. Information, Discussion and/or Action

A. Compliance Officer Report

Amanda Niemala, director of information services and compliance director, provided an overview of the roles and responsibilities of the Bigfork Valley Compliance Committee. Dawn Kern, Angela Kleffman, and Amanda Niemala are members of the committee. The committee meets monthly and conducts random department audits. Amanda has authority to report directly to the board.

Amanda exited the meeting at 9:16 a.m.

B. Finance Committee Report

Dr. George Rounds provided a summary of the finance committee meeting that was held on Tuesday, January 30.

Brad Johnson, representative of Edward Jones, provided review of Bigfork Valley's investment accounts and what investment options are available.

Geothermal lines were damaged by Paul Bunyan's fiber optic installers. Insurance companies are currently denying the claim for damages. Repairs will need to be funded by Bigfork Valley pending insurance reimbursement. Aaron is meeting with Vaaler Insurance this week to discuss the issue.

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The finance committee recommended the following:

- Acceptance of the financials and accounts payable for the month of December.
- To continue with the current Investment Policy, subject to change at a later date.
- To approve the cost of geothermal system repairs.

C. Financials

Christine Lokken presented the preliminary December 2017 financial dashboard report.

A **motion** to accept the financial report for the month of December was provided by Larry Salmela, seconded by Marie Lovdahl. All in favor, motion carried.

D. Accounts Payable

A **motion** to ratify the accounts payable for the month of December was made by Marie Lovdahl, seconded by JoAnn Krickhahn. All in favor, motion carried.

E. Credentialing

Dr. Ed Anderson presented the following credentialing applications for consideration.

Privileges with a 6 month provisional status:

- David Geier, MD

Full privileges without a provisional status:

- Jennifer Fischer, MD
- Thomas Holt, MD
- Jean Vaneps, CNP

A **motion** to approve the applications was made by Matt Huju, seconded by Linnette Davidson. All in favor, motion carried.

F. Opioid Epidemic

Dr. Ed Anderson discussed the opioid epidemic and reviewed guidelines used by SRHS for prescribing opioids.

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G. Medical Staff Bylaws

Dr. Anderson reported that the amended Medical Staff Bylaws were adopted by Medical Staff on January 10. A **motion** to approve the Medical Staff Bylaws as presented was made by Matt Huju, seconded by JoAnn Krickhahn. All in favor, motion carried.

H. Facility Abuse Prevention Plan

A **motion** to approve the Facility Abuse Prevention Plan as presented was made by Heidi Watson, seconded by Joann Krickhahn. All in favor, motion carried.

I. CEO Report

Aaron Saude reported that Dr. James Molde, OD, is providing optometry services at Bigfork Valley the first and third Tuesday of every month. Representative Julie Sandsted held a town hall meeting at Bigfork Valley on January 29. Aaron will be attending the LeadingAge Institute and Expo in St. Paul this week.

Informational items provided:

- Wilderness Health Update – January 2018

J. Employee Appreciation

John Knorr and James Parks were nominated to receive employee appreciation certificates for outstanding job performance. A **motion** to approve the nominations was made by Greg Cook, seconded by Marie Lovdahl. All in favor, motion carried.

K. Strategic Planning

Aaron Saude provided review of the 2018 strategic plan.

A **motion** to establish a Political Action Committee and develop a charter was made by JoAnn Krickhahn, seconded by Larry Salmela. All in favor, motion carried. Marie Lovdahl, Larry Salmela, Dr. George Rounds, Heidi Watson and JoAnn Krickhahn volunteered to serve on the committee.

A **motion** to approve the 2018 strategic plan was made by JoAnn Krickhahn, seconded by Larry Salmela. 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, January 30.

The regular, monthly governance committee meetings will now be held quarterly.

M. Robert's Rules

John Licke provided a brief overview of Robert's Rules of Order.

Lynnette Davidson exited the meeting at 11:01 a.m.

N. Board Meeting Survey Results

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

O. MHA Winter Trustee Conference Report

Dr. George Rounds, JoAnn Krickhahn, Matt Huju and Marie Lovdahl provided a summary of the MHA Winter Trustee Conference they attended January 12-14.

P. Board Education – CAH Finance 101

The Critical Access Hospital Finance 101 Manual was provided for board education.

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

At 11:13 a.m., a **motion** to adjourn the meeting was made by Marie Lovdahl, seconded by JoAnn Krickhahn. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower,
Executive Administrative Assistant

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