



~Approved 2/6/2018~

Regular Board Meeting
Tuesday, January 2, 2018
9:00 a.m. – Board Room

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

Via Telephone: None

Board Members Absent: Chris Horton, City of Big Falls; Karen Springer, Itasca County At-Large

Others: Angela Kleffman, Becky Passeri, Nancy Probst, Aaron Saude, Renee Tower

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:00 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 Larry Salmela, seconded by Linnette Davidson. All in favor, motion carried.

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III. Approval of Regular Board Meeting Minutes 12/5/2017

A **motion** to approve the December 5, 2017, regular board meeting minutes as presented was made by Matt Huju, seconded by Marie Lovdahl. All in favor, motion carried.

IV. Information, Discussion and/or Action

A. Finance Committee Report

Dr. George Rounds provided a summary of the finance committee meeting that was held on Tuesday, December 26.

The finance committee recommended the following:

- Acceptance of the financials and accounts payable for the month of November.

B. Financials

Christine Lokken presented the November 2017 financial dashboard report.

A **motion** to accept the financial report for the month of November was provided by Greg Cook, seconded by Anne Collins. All in favor, motion carried.

C. Accounts Payable

A **motion** to ratify the accounts payable for the month of November was made by JoAnn Krickhahn, seconded by Anne Collins. All in favor, motion carried.

D. 2018 Rural Hospital Capital Improvement Grant Resolution

Aaron Saude presented a governing board resolution authorizing Bigfork Valley to apply for a Rural Hospital Capital Improvement grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health for consideration. Bigfork Valley is requesting \$125,000. If awarded, the grant funds will be used for Surgical Services equipment. A 25 percent match is required.

A **motion** to adopt the resolution authorizing Bigfork Valley to apply for the Rural Hospital Improvement grant was made by Linnette Davidson, seconded by Heidi Watson. All in favor, motion carried.

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E. IEDC Contribution

After discussion, a **motion** to approve a one-time contribution in the amount of \$1,000 to Itasca Economic Development Corporation (IEDC) was made by Matt Huju, seconded by Heidi Watson. All in favor, motion carried.

F. CEO Report

Aaron Saude provided a summary of the MHA Issue Brief and Wilderness Health Board Update. OSHA conducted a safety consultation to identify any deficiencies on December 7. Aaron attended a SISU meeting on December 15. Minnesota Department of Health surveyed the nursing home December 19-22.

Informational items provided:

- Edward Jones – Trade Confirmations
- Edward Jones – Notifications of ACH on Demand Sent
- MHA Issue Brief: The Financial Health of Minnesota Hospitals and Health Systems in Fiscal Year 2016
- Wilderness Health Board Update – December 2017

G. Employee Appreciation

Becki Pederson and James McCluskey were nominated to receive employee appreciation certificates for outstanding job performance. A **motion** to approve the nominations was made by Heidi Watson, seconded by Matt Huju. All in favor, motion carried.

H. Governance Committee Report

Dr. George Rounds provided a summary of the governance committee meeting that was held on Tuesday, December 26.

The governance committee recommended the following:

- Approval of the Investment Policy and Investment Procedure with no changes.
- Approval of Acceptable Use of Mobile Devices Policy as amended.

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A **motion** that the Investment Policy was reviewed by the full board was made by Larry Salmela, seconded by Greg Cook. All in favor, motion carried.

A **motion** that the Investment Procedure was reviewed by the full board was made by Larry Salmela, seconded by Matt Huju. All in favor, motion carried.

A **motion** to approve the Acceptable Use of Mobile Devices Policy as amended was made by Larry Salmela, seconded by JoAnn Krickhahn. All in favor, motion carried.

I. Annual Conflict of Interest Statement

Conflict of interest forms were completed and collected for filing.

J. Committee Appointments

A **motion** to approve the following committees as nominated was made by JoAnn Krickhahn, seconded by Heidi Watson. All in favor, motion carried.

Executive Evaluation and Compensation Committee

- Dr. George Rounds (chair)
- Heidi Watson (vice chair)
- Karen Springer (treasurer)
- Linnette Davidson (secretary)

Governance Committee

- Dr. George Rounds
- JoAnn Krickhahn
- Kenny Porter
- Karen Springer
- Heidi Watson
- Larry Salmela
- Meredith Morneau (community member)
- Gail Blacker (community member)

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Finance Committee

- Dr. George Rounds
- Karen Springer
- Matt Huju
- Marie Lovdahl
- JoAnn Krickhahn
- Linnette Davidson
- Dean Sedgwick (community member)

Personnel Committee

- Dr. George Rounds
- Matt Huju
- Linnette Davidson
- Heidi Watson
- Larry Salmela
- Nancy Probst (staff)
- Angela Kleffman (staff)

K. Charter Approval: Executive/Finance/Governance

A **motion** to approve the Executive Evaluation and Compensation Committee Charter was made by Heidi Watson, seconded by Linnette Davidson. All in favor, motion carried.

A **motion** to approve the Finance Committee Charter was made by Matt Huju, seconded by Kenny Porter. All in favor, motion carried.

A **motion** to approve the Governance Committee Charter was made by Kenny Porter, seconded by JoAnn Krickhahn. All in favor, motion carried.

L. Board Meeting Survey Results

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

M. Board Education – 2018 Environmental Scan

The 2018 Environmental Scan was provided for board education.

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

At 9:51 a.m., a **motion** to adjourn the meeting was made by Kenny Porter, seconded by JoAnn Krickhahn. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower,
Executive Administrative Assistant

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