



~Approved 12/3/2019~

Regular Board Meeting
Tuesday, November 5, 2019
9:00 a.m. – Board Room

Board Members Present:

Dianne Bakke – City of Bigfork
Greg Cook – Koochiching County Unorganized
Matt Huju – Marcell Township
Tom LaMont – City of Effie
Marie Lovdahl – Itasca County Unorganized
Meredith Morneau – Itasca County At-Large
Kenny Porter – Bigfork Township
George Rounds – Stokes Township
Larry Salmela – Carpenter Township
Dan “Casey” Sursely – City of Big Falls

Board Members Absent:

Linnette Davidson – Wirt Township
Heidi Watson – Koochiching County At-Large

Others: Dan Heinecke, Leo Kern, Angela Kleffman, John Licke, Kristin Logdahl, Matt Niemala, Aaron Saude, Renee Tower, Laura Vaneps

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:00 a.m.

The meeting opened with prayer.

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.

I. Community Comments

There were no community comments.

II. Approval of Agenda

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

III. Approval of Regular Board Meeting Minutes 10/1/19

A **motion** to approve the October 1, 2019, Regular Board meeting minutes as presented, was made by Casey Sursely, seconded by Marie Lovdahl. All in favor, motion carried.

IV. Information, Discussion and/or Action

A. Finance Committee Report

Larry Salmela provided a summary of the Finance Committee meeting that was held on Tuesday, October 29.

B. Financials

Dianne Bakke entered the meeting at 9:05 a.m.

Dan Heinecke presented the September 2019 financial dashboard report.

Aaron reported that the interim cost report from Medicare indicates that Bigfork Valley owes CMS approximately \$500,000 this year.

A **motion** to accept the financial report for the month of September was provided by the Finance Committee, seconded by Kenny Porter. All in favor, motion carried.

C. Accounts Payable

A **motion** to ratify the accounts payable for the month of September was made by the Finance Committee, seconded by Matt Huju. All in favor, motion carried.

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D. Preliminary Budget

Dan Heinecke provided review of the preliminary 2020 budget. The final budget will be presented for consideration at the December regular board meeting.

E. Strategic Planning Action Plans

On October 14 the Leadership Team met with Ed Zabinski and Laura Connelly to developed action plans for the strategies identified by the board during the strategic planning meeting on September 23.

After review, a **motion** to approve the 2019-2022 Strategic Plan was made by Dianne Bakke, seconded by Marie Lovdahl. All in favor, motion carried.

Aaron will keep the board informed of the progress of the strategic planning goals.

F. Meeting Date/2020 Proposed Tax Levy

Matt Huju made a **motion** to host a public meeting to discuss the 2020 tax levy on Monday, December 2, 2019 at 7:00 p.m. in the Board Room, seconded by Larry Salmela. All in favor, motion carried.

G. Rural Hospital Planning and Transition Grant Resolution

A **motion** to approve the Rural Hospital Planning and Transition Grant Resolution was made by Greg Cook, seconded by Kenny Porter. All in favor, motion carried. If awarded, the funds will be used for a revenue cycle audit and clinical documentation/coding quality assessment.

H. 5310 MNDOT Bus Purchase Grant Resolution

A **motion** to approve the 5310 MN DOT Bus Purchase Grant Resolution was made by Dianne Bakke, seconded by Marie Lovdahl. All in favor, motion carried.

I. Plow Truck

After discussion, Matt Huju made a **motion** to purchase a new maintenance truck and plow, seconded by Casey Sursely. All in favor, motion carried. The old truck will be traded in.

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J. Governance Committee Report

George Rounds provided a summary of the governance committee meeting that was held on Tuesday, October 29.

The committee reviewed the Ends, Board-CEO Linkage, Executive Limitations and Travel Expenses policies.

No changes were recommended to the Ends, Board-CEO Linkage, and Travel Expenses policies.

A **motion** to revise sections 3.6 and 3.7 of the Executive Limitations Policy was made by Matt Huju, seconded by Marie Lovdahl. All in favor, motion carried.

A **motion** to appoint Kenny Porter and Marie Lovdahl to serve on the Governance Committee was made by Larry Salmela, seconded by Matt Huju. All in favor, motion carried.

K. CEO Report

Aaron Saude reported that an elopement occurred in LTC on October 18. There was no harm to the resident. The MDH was on campus to review the incident October 28-30.

Lindsay McLaughlin and Peter Makowski from US Senator Tina Smith's office will be here at 3:00 p.m. today to visit and tour Bigfork Valley.

CliftonLarsonAllen conducted a chargemaster review on October 7-8.

Aaron provided a summary of the following meetings that he recently attended:

- Itasca Area Schools Healthcare Career Pathway Advisory Committee Meeting – October 8
- MHA Small Rural Hospital Committee Meeting – October 16
- Sisu Board Meeting – October 18
- MHA Region 2 Meeting – October 24
- CMDI Strategic Planning Meeting – November 1

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CliftonLarsonAllan will present the financial modeling tool at the December board meeting. Aaron recommended that the meeting be closed during the presentation.

Aaron will share the housing study and needs analysis from the Itasca County Housing and Redevelopment Authority with the board when it is complete.

The Board of Pharmacy approved the architectural plans for the sterile compounding room.

Informational item provided:

- Wilderness Health Board Update – October 2019

L. MHA Winter Trustee Conference

The Winter Trustee Conference will be held January 10-12, 2020 at the Minneapolis Marriott Northwest in Brooklyn Park, MN.

The estimated cost for each board member to attend the conference is \$1,330.41.

A **motion** to authorize Dianne Bakke, George Rounds, Larry Salmela, Casey Sursely and Marie Lovdahl to attend the MHA Winter Trustee Conference was made by Kenny Porter, seconded by Tom LaMont. All in favor, motion carried.

M. AHA Rural Health Care Conference

The 2020 AHA Rural Health Care Leadership Conference will be held February 2-5 at Arizona Grand Resort & Spa, Phoenix, Arizona.

The estimated cost for a board member to attend the conference is \$2,449.91.

A **motion** to authorize Kenny Porter, Marie Lovdahl and Meredith Morneau to attend the AHA Rural Health Care Leadership Conference was made by Larry Salmela, seconded by Dianne Bakke. All in favor, motion carried.

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N. Employee Appreciation

Kim Thomas, Bryan Fish, Michele Brunder and Johanne Buck were nominated to receive employee appreciation certificates for outstanding job performance. A **motion** to approve the nominations was made by Kenny Porter, seconded by Meredith Morneau. All in favor, motion carried.

O. Board Education

A report from the Center for American Progress “Rural Hospital Closures Reduce Access to Emergency Care” was provided for education.

P. Board Meeting Survey Results

Board meeting survey results from the October meeting were reviewed.

Q. Pending Litigation

At 10:42 a.m., Larry Salmela made a **motion** to close the meeting to the public for attorney client privilege and pending litigation of the Hospital District against Paul Bunyan and their contractor Buxton Utilities, seconded by Greg Cook. All in favor, motion carried.

Due to attorney client privilege, minutes were not taken, and the proceedings were not tape recorded during the closed session.

Closed session attendees:

Dianne Bakke

Greg Cook

Matt Huju

Tom LaMont

Marie Lovdahl

Meredith Morneau

Kenny Porter

George Rounds

Larry Salmela

Casey Sursely

John Licke

Aaron Saude

Renee Tower

At 10:57 a.m., Kenny Porter made a **motion** to adjourn the closed session and reopen the regular board meeting, seconded by Marie Lovdahl. All in favor, motion carried.

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

At 10:58 a.m., a **motion** to adjourn the meeting was made by Kenny Porter, seconded by Dianne Bakke. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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