



~Approved 3/3/2020~

Regular Board Meeting
Tuesday, February 4, 2020
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
George Rounds – Stokes Township
Larry Salmela – Carpenter Township
Dan Sursely – City of Big Falls
Heidi Watson – Koochiching County At-Large

Board Members Absent:

Linnette Davidson – Wirt Township
Meredith Morneau – Itasca County At-Large
Kenny Porter – Bigfork Township

Others: Dan Heinecke, John Licke, Kristin Logdahl, Christine Lokken, Aaron Saude, Renee Tower, Laura Vaneps

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:02 a.m.

The meeting was 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

George Rounds requested that “Strategic Planning Project Committee Projects” be added to the agenda.

A **motion** to approve the agenda as amended was made by Larry Salmela, seconded by Dan Sursely. All in favor, motion carried.

III. Approval of Regular Board Meeting Minutes 1/7/20

A **motion** to approve the January 7, 2020, 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

A **motion** to accept the November 27, 2019, Medical Staff meeting minutes as presented, was made by Dianne Bakke, seconded by Matt Huju. All in favor, motion carried.

V. Information, Discussion and/or Action

A. Finance Committee Report

George Rounds provided a summary of the Finance Committee meeting that was held on Tuesday, January 28, 2020.

B. Financials

Christine Lokken presented the preliminary December 2019 financial dashboard report.

CliftonLarsonAllen will begin the financial audit February 10.

A **motion** to accept the financial report for the month of December was provided by the Finance Committee, seconded by Dianne Bakke. All in favor, motion carried.

C. Accounts Payable

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

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A **motion** to continue with CliftonLarsonAllen (CLA) for another year was made by the Finance Committee, seconded by Heidi Watson. All in favor, motion carried.

D. Credentialing

George Rounds presented the following credentialing application for consideration:

Privileges with a 6-month provisional status:

- Neha M. Paul, MD Essentia Cardiology

A **motion** to accept the application as presented was made by Greg Cook, seconded by Larry Salmela. All in favor, motion carried.

E. Governance Committee Report

George Rounds provided a summary of the Governance Committee meeting that was held on Tuesday, January 28, 2020.

A **motion** to approve the Acceptable Use of Mobile Devices Policy with no changes was made by Dan Sursely, seconded by Marie Lovdahl. All in favor, motion carried.

A **motion** to approve the Investment Policy with no changes was made by the Greg Cook, seconded by Heidi Watson. All in favor, motion carried.

A **motion** to approve the Investment Procedure with no changes was made by the Larry Salmela, seconded by Marie Lovdahl. All in favor, motion carried.

F. Charter Approval

A **motion** to approve the Executive Evaluation and Compensation Committee Charter with no changes was made by the Dianne Bakke, seconded by Heidi Watson. All in favor, motion carried.

A **motion** to approve the Finance Committee Charter with no changes was made by Matt Huju, seconded by Marie Lovdahl. All in favor, motion carried.

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A **motion** to approve the Governance Committee Charter as amended was made by the Heidi Watson, seconded by Marie Lovdahl. All in favor, motion carried.

A **motion** to approve the Legislative Education Committee Charter as amended was made by Dianne Bakke, seconded by Marie Lovdahl. All in favor, motion carried.

A **motion** to approve the Strategic Planning Project Committee Charter as amended was made by Dan Sursely, seconded by Heidi Watson. All in favor, motion carried.

G. Strategic Planning Project Committee Projects

George Rounds reported that the Strategic Planning Project Committee meeting is scheduled for Tuesday, February 25.

Matt Huju made a **motion** to approve the following projects for the Strategic Planning Project Committee: 501c3, Financial Modeling Tool, World Café, seconded by Heidi Watson. All in favor, motion carried.

H. Facility Abuse Prevention Plan

A **motion** to approve the Facility Abuse Prevention Plan as presented was made by Larry Salmela, seconded by Marie Lovdahl. All in favor, motion carried.

I. CEO Report

Aaron Saude reported that he attended the Bigfork Valley Community Foundation board meeting on January 14.

Staff started working on strategic planning objectives. The EMR Task Force met. There is a team working on implementing the suggested chagemaster changes.

There have been meetings with the City and County concerning EMS services. On January 21, Aaron met with Public Health staff at Itasca County about alternative housing options. Aaron has a meeting with Rob Pastor, CEO at Rainy Lake Medical Center, to discuss opportunities to collaborate on February 10.

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Aaron will be attending the LeadingAge Institute & Expo in St. Paul February 5-7.

Aaron is in the process of writing a capstone paper.

The Bigfork Valley Community Foundation sent a thank you letter for the generous contribution. George Rounds requested that BVCF provide an annual activity and financial report to the Bigfork Valley Board. Aaron will contact Tim Johnson.

J. MHA Winter Trustee Conference Report

Dianne Bakke, George Rounds, Larry Salmela and Dan Sursely provided a summary of the MHA Winter Trustee Conference they attended January 10-12.

K. Board Education

The 2020 AHA Environmental Scan was provided for education.

L. Employee Appreciation

Brenda Hamilton, Tiffanie Lillo, Deb Morell, Dani Donner and Kyle Buckingham were nominated to receive employee appreciation certificates for outstanding job performance. A **motion** to approve the nominations was made by Greg Cook, seconded by Dianne Bakke. All in favor, motion carried.

M. Board Meeting Survey Results

Board meeting survey results from the January meeting were reviewed.

N. Pending Litigation

At 9:52 a.m., Heidi Watson 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 Dianne Bakke. 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.

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Closed session attendees:

Dianne Bakke

Greg Cook

Matt Huju

Tom LaMont

Marie Lovdahl

George Rounds

Larry Salmela

Dan Sursely

Heidi Watson

John Licke

Aaron Saude

Renee Tower

At 10:08 a.m., Heidi Watson made a **motion** to adjourn the closed session and reopen the regular board meeting, seconded by Larry Salmela. All in favor, motion carried.

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

At 10:09 a.m., a **motion** to adjourn the meeting was made by Dianne Bakke, seconded by Marie Lovdahl. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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