



~Approved 6/2/2020~

**Regular Board Meeting**

**Tuesday, May 5, 2020**

**9:00 a.m. – Microsoft Teams Conference Call**

**Board Members Present:**

Greg Cook – Koochiching County Unorganized  
Teresa Kittridge – Marcell Township  
Marie Lovdahl – Itasca County Unorganized  
Meredith Morneau – Itasca County At-Large  
Kenny Porter – Bigfork Township  
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  
Tom LaMont – City of Effie

**Others:** Dr. Ed Anderson, Dani Donner, Dan Heinecke, Angela Kleffman, Christine Lokken, Sally Sedgwick, 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**

No comments.

*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.*

**II. Approval of Agenda**

A **motion** to approve the agenda was made by Kenny Porter, seconded by Greg Cook. All in favor, motion carried.

**III. Approval of Regular Board Meeting Minutes 4/7/2020**

A **motion** to approve the April 7, 2020, Regular Board meeting minutes as presented, was made by Teresa Kittridge, seconded by Meredith Morneau. 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, April 28.

Christine Lokken presented the March 2020 financial dashboard report.

*Heidi Watson joined the meeting at 9:09 a.m.*

**B. Financials**

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

The financials do not reflect the accelerated payments or grants that occurred because of COVID-19. The transactions took place in April and will be reflected next month.

**C. Accounts Payable**

A **motion** to ratify the accounts payable for the month of March was made by the Finance Committee, seconded by Heidi Watson. All in favor, motion carried.

**D. Payroll Protection Plan**

Christine Lokken reported that on Monday, April 27, the SBA Paycheck Protection Loan Program (PPP) was opened for a second round of applications and hospital districts could apply for the loan during this round. On behalf of the District, Aaron and Christine submitted a loan request to the PPP in the amount of \$2,126,700.00 via

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the Deerwood Bank. The loan application was accepted on Tuesday, April 28. The loan proceeds are intended to be used for wages, health insurance, and other employee benefits, utilities and mortgage interest.

Larry Salmela made a **motion** to enter the SBA Paycheck Protection Loan Program with Deerwood Bank, with a loan amount totaling \$2,126,700.00 and to authorize Aaron Saude, CEO, and Christine Lokken, CFO, to sign loan documents on behalf of the District, seconded by Heidi Watson.

Roll-call vote:

Greg Cook – Yea

Teresa Kittridge – Yea

Marie Lovdahl – Yea

Meredith Morneau – Yea

Kenny Porter – Yea

George Rounds – Yea

Larry Salmela – Yea

Dan Sursely – Yea

Heidi Watson – Yea

All in favor, motion carried.

Larry Salmela made a **motion** to establish a checking account with Deerwood Bank, with six named signers, for the PPP loan proceeds to be deposited into; seconded by Marie Lovdahl. All in favor, motion carried.

Authorized signers listed on the Deerwood Bank checking account are as follows: George Rounds, Larry Salmela, Aaron Saude, Christine Lokken, Dan Heinecke, and Dawn Kern.

The PPP loan proceeds will be transferred to the First State Bank as the cash is required. Two signatures will be required on all transfers.

**E. Governance Committee Report**

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

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The Governance Committee reviewed the Board Governance Processes Policy and recommended that language regarding electronic devices for board members be added. Aaron Saude will draft language and present a redlined version of the policy for consideration at the next governance committee meeting.

A **motion** to approve the Medical Staff Limitations Policy without changes was made by the Governance Committee, seconded by Heidi Watson. All in favor, motion carried.

A **motion** to approve the Medical Staff Linkage Policy without changes was made by the Governance Committee, seconded by Teresa Kittridge. All in favor, motion carried.

**F. Election of Board Members/Filing Date**

Dianne Bakke resigned from the Bigfork Valley board, representing the City of Bigfork, effective April 24, 2020.

Filing will be open for the following positions of the Northern Itasca Hospital District Board of Directors:

- Bigfork Township 4-year term
- City of Bigfork 2-year term
- City of Effie 4-year term
- Itasca County Unorganized 4-year term
- Koochiching County Unorganized 4-year term
- Marcell Township 2-year term
- Pomroy Township 2-year term
- Stokes Township 4-year term
- Wirt Township 4-year term

Candidate filing period: Tuesday, July 28 – Tuesday, August 11, 2020.

Election date: Tuesday, November 3, 2020.

**G. CEO Report**

Aaron Saude reported that Bigfork Valley was identified as one of the Top 20 Critical Access Hospitals in patient satisfaction in the country.

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Aaron provided a summary of Bigfork Valley's activities related to COVID-19.

Bigfork Valley is working on stockpiling personal protective equipment (PPE) and pursuing all funding that is available.

Bigfork Valley was a recipient of an Abbott ID NOW analyzer from the Minnesota Department of Health.

SRHS is offering curbside testing for COVID-19.

Heidi Watson asked if board members should consider forgoing stipends due to the COVID-19 pandemic. It was suggested that board members that wish to forgo their stipends contact Renee Tower.

#### **H. Employee Appreciation**

Tiffanie Lillo was nominated to receive an employee appreciation gift certificate for outstanding job performance. A **motion** to approve the nomination was made by Heidi Watson, seconded by Marie Lovdahl. All in favor, motion carried.

#### **I. Community Support**

The Bigfork Valley Community Foundation (BVCF) dispersed \$16,427.37 to Bigfork Valley Hospital from the BVH COVID-19 Response Fund.

At 9:54 a.m., a **motion** to adjourn the meeting was made by Kenny Porter, seconded by Larry Salmela. All in favor, motion carried.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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