



~Approved 10/6/2020~

Regular Board Meeting

Tuesday, September 1, 2020

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

Board Members Present:

Greg Cook – Koochiching County Unorganized

Linnette Davidson – Wirt Township

Teresa Kittridge – 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 Sursely – City of Big Falls

Heidi Watson – Koochiching County At-Large

Board Members Absent:

Others: Dani Donner, Dan Heinecke, Angela Kleffman, Christine Lokken, Sally Sedgwick, 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. Roll Call

Attendance was taken.

II. Community Comments

No comments.

III. Approval of Agenda

A **motion** to approve the agenda was made by Teresa Kittridge, seconded by Heidi Watson. The motion passed unanimously.

IV. Approval of Regular Board Meeting Minutes 8/4/2020

A **motion** to approve the August 4, 2020, Regular Board meeting minutes as presented, was made by Linnette Davidson, seconded by Meredith Morneau. The motion passed unanimously.

V. Information, Discussion and/or Action

A. Finance Committee Report

Christine Lokken presented the July 2020 financial dashboard report.

B. Financials

A **motion** to accept the financial report for the month of July was provided by the Finance Committee, seconded by Kenny Porter. The motion passed unanimously.

C. Accounts Payable

A **motion** to ratify the accounts payable for the month of July was made by the Finance Committee, seconded by Teresa Kittridge. The motion passed unanimously.

D. 2021 Proposed Tax Levy

Dan Heinecke presented projections for 2021.

The certificate of proposed tax levy is due to Itasca County on or before September 30, 2020. The final levy is due on or before December 28, 2020. The final tax levy may exceed, be less than or equal to the proposed tax levy.

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The Finance Committee made a **motion** to set the 2021 proposed tax levy at \$700,000, the same amount established last year, seconded by Teresa Kittridge. The motion passed unanimously.

E. CEO Report

Aaron Saude reviewed two trade confirmations from Edward Jones. The advance payment payback is on hold.

Adult Day Stay will remain closed. Aaron will reevaluate opening the program in 6 months.

Nursing homes are mandated to test employees based on the positive rate of the county. Bigfork Valley is currently required to test nursing home employees once a month.

The fitness center is currently open to employees. The dietary department is slowly opening.

Aaron will review the revenue cycle audit results with CliftonLarsonAllen today.

Aaron and Christine are evaluating options to refinance bonds. The option to refinance becomes available at the end of the year.

Aaron has an in-person meeting tomorrow with other local independent hospital CEOs to discuss how they can collaborate.

A local podiatrist is interested in doing some surgical procedures at Bigfork Valley.

F. Employee Appreciation

To recognize employees for their dedication during COVID-19, a **motion** to approve \$25 gift certificates for all employees was made by Larry Salmela, seconded by Heidi Watson. The motion passed unanimously.

Jessica David, Frank Walker and Julie Neilson were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by

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Teresa Kittridge, seconded by Heidi Watson. The motion passed unanimously.

G. Board Member Filing

Board member filings for the upcoming November election:

Bigfork Township

Clinton Cook

City of Bigfork

No filings

City of Effie

Tom LaMont

Itasca County Unorganized

Marie Lovdahl

Allyssa Pitzen

Koochiching County Unorganized

Greg Cook

Marcell Township

Teresa Kittridge

Pomroy Township

Gordon Rahier

Wirt Township

Dean Sedgwick

Stokes Township

George Rounds

H. Education

A link for the six-part educational video series designed for critical access hospital board members was provided. The series was put together by the National Rural Health Resource Center. George Rounds and Aaron Saude were interviewed in the series.

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Each module includes a short video, discussion questions to help boards think about how program topics apply to their facilities, and a suggested activity to support learning.

At 9:55 a.m., a **motion** to adjourn the meeting was made by Greg Cook, seconded by Heidi Watson. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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