



~Approved 2/2/2021~

Regular Board Meeting

Tuesday, January 5, 2021

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

Board Members Present:

Clint Cook – Bigfork Township
Greg Cook – Koochiching County Unorganized
Teresa Kittridge – Marcell Township
Marie Lovdahl – Itasca County Unorganized
Meredith Morneau – Itasca County At-Large
Joanie Olson – City of Bigfork
Gordon Rahier – Pomroy Township
George Rounds – Stokes Township
Larry Salmela – Carpenter Township
Dean Sedgwick – Wirt Township
Dan Sursely – City of Big Falls
Heidi Watson – Koochiching County At-Large

Board Members Absent:

Tom LaMont – City of Effie

Others: Dr. Ed Anderson, Darla Anderson, Dan Heinecke, Angela Kleffman, 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**

Larry Salmela read an email that he received from a constituent in Carpenter Township.

III. **Approval of Agenda**

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

IV. **Approval of Regular Board Meeting Minutes 12/1/2020**

A **motion** to approve the December 1, 2020, Regular Board meeting minutes as presented was made by Greg Cook, seconded by Heidi Watson. The motion passed unanimously.

V. **Acceptance of Medical Staff Meeting Minutes 9/16/2020**

A **motion** to accept the September 16, 2020, Medical Staff meeting minutes as presented was made by Greg Cook, seconded by Teresa Kittridge. The motion passed unanimously.

VI. **Information, Discussion and/or Action**

A. **Finance Committee Report**

Larry Salmela provided a brief overview of the Finance Committee meeting held on Tuesday, December 29.

Darla Anderson presented the November 2020 financial dashboard report.

B. **Financials**

A **motion** to accept the financial report for the month of November was provided by the Finance Committee, seconded by Teresa Kittridge. The motion passed unanimously.

C. **Accounts Payable**

A **motion** to ratify the accounts payable for the month of November was made by the Finance Committee, seconded by Heidi Watson. The motion passed unanimously.

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D. Credentialing

Dr. Ed Anderson presented the following credentialing applications for consideration:

Approval for privileges with a 6-month provisional status:

- Eric Gilbertson, DPM
- Jean Vaneps, NP
- Duane C. Wilson, MD

Greg Cook made a **motion** to accept the applications as presented, seconded by Teresa Kittridge. The motion passed unanimously.

E. COVID-19 Vaccine

Dr. Ed Anderson provided information about the vaccine and answered questions.

F. Appoint Nursing Home Administrator

Dani Donner, nursing home administrator, resigned. Her last day will be on January 14.

A **motion** to appoint Aaron Saude as the nursing home administrator was made by Greg Cook, seconded by Heidi Watson.

Roll call vote:

Clint Cook – No
Greg Cook – Aye
Teresa Kittridge – Aye
Marie Lovdahl – Aye
Meredith Morneau – Aye
Joanie Olson – Aye
Gordon Rahier – Aye
George Rounds – Aye
Larry Salmela – Aye
Dean Sedgwick – No
Dan Sursely – Aye
Heidi Watson – Aye

The motion passed with ten in favor and two opposed.

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“Nursing Home Administrator Update” will be an agenda item for the February board meeting.

G. Rural Hospital Capital Improvement Grant

A **motion** to approve applying for the 2021 Rural Hospital Capital Improvement Grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health was made by Larry Salmela, seconded by Teresa Kittridge. The motion passed unanimously. If awarded, a 25% match from non-state sources is required. The grant funds will be used for IT infrastructure.

A **motion** to approve applying for the 2021 Rural Hospital Planning and Transition Grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health was made by Heidi Watson, seconded by Larry Salmela. The motion passed unanimously. If awarded, a 50% match from non-state sources is required. The grant funds will be used for a real time eligibility (RTE) verification tool.

H. Approval of Funds for Board Personal Electronic Device/Internet

Larry Salmela made a **motion** to disburse \$500.00 to board members beginning their term. The purpose of these funds is to purchase a personal electronic device for accessing board meeting materials and for conducting board business including the member’s cost of connecting to the internet, seconded by Heidi Watson. The motion passed unanimously.

Dr. Ed Anderson exited the meeting at 10:42 a.m.

I. Committee Appointments

Executive Evaluation and Compensation Committee

George Rounds – chair
Heidi Watson – vice chair
Larry Salmela – treasurer
Teresa Kittridge – secretary

Governance Committee

George Rounds
Heidi Watson
Marie Lovdahl

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Casey Sursely
Meredith Morneau

Finance Committee

George Rounds
Larry Salmela
Marie Lovdahl
Dean Sedgwick
Teresa Kittridge

Personnel Committee

George Rounds
Heidi Watson
Larry Salmela
Angela Kleffman

Legislative Education Committee

Heidi Watson
Larry Salmela
Marie Lovdahl
Meredith Morneau
Teresa Kittridge

Strategic Planning Project Committee

George Rounds
Heidi Watson
Larry Salmela
Marie Lovdahl
Dr. Ed Anderson
Dr. Jeff Scrivner
Dan Heinecke
Sandra LeBlanc-Boland
Tim Johnson

J. Annual Conflict of Interest Statements

Conflict of interest forms should be completed and returned to administration for filing.

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K. Employee Appreciation

Courtney Becker and Linsey Stocco were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Greg Cook, seconded by Heidi Watson. The motion passed unanimously.

L. CEO Report

Aaron Saude reported that effective January 1, 2021, CMS expanded its price transparency initiative, requiring hospitals to display shoppable services. Bigfork Valley has met this regulation and our shoppable services are displayed on our website.

The employee engagement committee put on a week-long Christmas celebration for staff.

M. Education

MHA's pandemic response report was provided for education.

At 11:10 a.m., a **motion** to adjourn the meeting was made by Teresa Kittridge, seconded by Larry Salmela. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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