



~Approved 12/7/2021~

Regular Board Meeting

Tuesday, November 2, 2021

9:00 a.m.

Board Room & 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: Darla Anderson, Dan Heinecke, Dawn Kern, Angela Kleffman, Brandon Navara, Aaron Saude, Renee Tower, Laura Vaneps, Dr. Barret Wolfson

Chairman Dr. George Rounds called the regular monthly board meeting to order at 9:06 a.m.

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 amended was made by Greg Cook, seconded by Teresa Kittridge. The motion passed unanimously.

“Tax Levy” was moved to after “2022 Preliminary Budget”.

III. Approval of Regular Board Meeting Minutes 10/5/2021

A **motion** to approve the October 5, 2021, Regular Board meeting minutes, as presented, was made by Dan Sursely, seconded by Marie Lovdahl. The motion passed unanimously.

IV. Acceptance of Medical Staff Meeting Minutes 8/4/2021

A **motion** to accept the August 4, 2021, Medical Staff meeting minutes as presented was made by Greg Cook, seconded by Marie Lovdahl. The motion passed unanimously.

V. Information, Discussion and/or Action

A. Investments

Brandon Navara, Baird Private Wealth Management, presented an investment policy.

Heidi Watson joined at 9:28 a.m.

A **motion** to utilize Baird for their investment services was made by Larry Salmela, seconded by Greg Cook. The motion passed unanimously.

B. Medical Staff Pandemic Update

Dr. Barret Wolfson provided an update on the pandemic situation in the community and answered questions from board members.

Dr. Wolfson exited the meeting at 10:16 a.m.

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C. Credentialing

Aaron Saude presented the following credentialing applications for consideration:

Privileges with a 6-month provisional status:

- Amina Adil, MD (Essentia Cardiology)
- Paula Bennett, MD (Locum)
- Natalia de Albuquerque Rocha, MD (Essential Cardiology)
- Michael Novick, MD (vRad)
- Heather Stuber, PMHNP (Lakeview Behavioral Health)

Privileges without a provisional status:

- Joseph Lemker, MD (CMH Orthopedics)

A **motion** to approve the credentialing applications as presented was made by Greg Cook, seconded by Dan Sursely. The motion passed unanimously.

D. Governance Committee Report

The Governance Committee meeting was held on Tuesday, October 26.

The committee reviewed the following policies and recommended no changes:

- Ends Policy
- Executive Limitations Policy
- Medical Staff Bylaws
- Travel Expenses Policy

A Policy Governance Guide was provided for education.

Aaron provided an overview of his monitoring report on the Ends policy.

E. Finance Committee Report

The Finance Committee meeting was held on Tuesday, October 26.

Darla Anderson presented the September 2021 financial dashboard report.

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F. Financials

A **motion** to accept the financial report for the month of September was provided by the Finance Committee, seconded by Dan Sursely. The motion passed unanimously.

G. Accounts Payable

A **motion** to ratify the accounts payable for the month of September was made by the Finance Committee, seconded by Gordon Rahier. The motion passed unanimously.

H. 2022 Preliminary Budget

Dan Heinecke presented the preliminary budget for 2022.

I. Tax Levy

A **motion** to set the final tax levy for 2022 to \$1,000,000 was made by the Finance Committee, seconded by Teresa Kittridge.

Roll call vote:

Clint Cook – No

Greg Cook – No

Teresa Kittridge – Yes

Tom LaMont – Absent

Marie Lovdahl – Yes

Meredith Morneau – Yes

Joanie Olson – Yes

Gordon Rahier – Yes

George Rounds – Yes

Larry Salmela – Yes

Dean Sedgwick – No

Dan Sursely – Yes

Heidi Watson – Yes

The motion passed with nine in favor and three opposed.

J. Strategic Planning/Mission, Vision and Values

Aaron Saude provided an update on the strategic planning progress.

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K. CEO Report

Aaron Saude reported that he attended the following meetings:

- Bigfork Valley Community Foundation Board Meeting
- Minnesota Hospital Association Small Rural Committee Meeting
- CMDI Board Meeting
- Greater Minnesota CEOs met with Commissioner Jan Malcom.

Darla Anderson submitted the application for phase four of the Federal COVID relief package.

Bigfork Valley received \$244,084 through the American Rescue Plan SHIP COVID-19 Testing and Mitigation Program.

Staff are preparing for the No Surprises Act that will take effect on January 1, 2022.

L. Employee Appreciation

Katie Kilpatrick, Michele Brunder, Kyle Buckingham, Lynn Marthaler, and Retha Caldwell 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 Dan Sursely. The motion passed unanimously.

The housekeeping department was recognized for keeping the facility top-notch clean for infection prevention.

A letter expressing appreciation to all staff for their hard work during the pandemic will be drafted for the board's signature at the December meeting.

At 11:56 a.m., a **motion** to adjourn the meeting was made by Dean Sedgwick, seconded by Greg Cook. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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