



~Approved 1/3/2023~

Regular Board Meeting

Tuesday, December 6, 2022

9:00 a.m.

Board Room & Microsoft Teams Conference Call

Board Members Present:

Clint Cook – Bigfork Township
Greg Cook – Koochiching County Unorganized
Tom LaMont – City of Effie
Meredith Morneau – Itasca County At-Large
George Rounds – Stokes Township
Larry Salmela – Carpenter Township
Dan Sursely – City of Big Falls

Board Members Remote:

Teresa Kittridge – Marcell Township
Marie Lovdahl – Itasca County Unorganized
Gordon Rahier – Pomroy Township
Dean Sedgwick – Wirt Township
Heidi Watson – Koochiching County At-Large

Board Members Absent:

Joanie Olson – City of Bigfork

Others: Darla Anderson, Dr. Ed Anderson, Sam Caron, Alex Cleath, Gary Erickson, Drew Francisco, Carol Gilbertson, Katie Gilbertson, Dan Heinecke, Dawn Kern, Aaron Saude, Renee Tower

Chairman George Rounds called the regular monthly board meeting to order at 9:01 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.

The meeting opened with prayer.

I. Community Comments

None.

II. Approval of Agenda

A **motion** to approve the agenda was made by Greg Cook, seconded by Tom LaMont. The motion passed unanimously.

III. Approval of Regular Board Meeting Minutes 11/1/2022

A **motion** to approve the November 1, 2022, Regular Board meeting minutes, as presented, was made by Meredith Morneau, seconded by Dan Sursely. The motion passed unanimously.

IV. Approval of Special Board Meeting Minutes 11/15/2022

A **motion** to approve the November 15, 2022, Special Board meeting minutes, as presented, was made by Larry Salmela, seconded by Greg Cook. The motion passed unanimously.

V. Acceptance of Medical Staff Meeting Minutes 8/24/2022

A **motion** to accept the August 24, 2022, Medical Staff meeting minutes, as presented, was made by Dan Sursely, seconded by Tom LaMont. The motion passed unanimously.

VI. Information, Discussion and/or Action

A. Finance Committee Report

The Finance Committee meeting was held on Tuesday, November 29.

Darla Anderson presented the financials and accounts payable for October 2022.

B. Financials

A **motion** to accept the financial report for the month of October was provided by the Finance Committee, seconded by Greg Cook. The motion passed unanimously.

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C. Accounts Payable

A **motion** to ratify the accounts payable for the month of October was made by the Finance Committee, seconded by Tom LaMont. The motion passed unanimously.

D. 2023 Final Budget

Dan Heinecke provided an overview of the 2023 budget (income statement, balance sheet, and 2023-2027 capital budget).

A **motion** to approve the 2023 budget (income statement, balance sheet, and 2023-2027 capital budget) was made by the Finance Committee, seconded by Clinton Cook. The motion passed unanimously.

Aaron will contact Ken Decoster, the principal at Bigfork High School, about offering CNA courses to high school students as a credit.

E. Elect Officers

Tom LaMont made a **motion** to reelect George Rounds, chair; Heidi Watson, vice chair; Larry Salmela, treasurer; and Teresa Kittridge, secretary; for the next two years, seconded by Greg Cook. The motion passed unanimously.

There was discussion regarding the process for electing officers. The Governance Committee will develop a policy for electing officers.

F. Credentialing

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

Privileges with a 6-month provisional status:

- Jennifer Kessler, MSW (Senior Life Solutions)
- Prema Sanne, MD (Senior Life Solutions)
- David Weber, MD (Locum)

Privileges without a provisional status:

- Kevin Marble, MD (Locum)

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

G. Trauma Resolution

A **motion** to adopt the Level IV Trauma Hospital Designation Resolution was made by Larry Salmela, seconded by Meredith Morneau. The motion passed unanimously.

H. GRACF Endowment Distribution

Aaron Saude reported that the amount available for 2023 is \$22,683.

Teresa Kittridge made a **motion** to withdraw \$22,683, the full amount available for distribution, seconded by Larry Salmela. The motion passed unanimously. The funds will be used for capital projects.

I. CEO Report

Aaron reported that per CDC guidelines, Bigfork Valley has revised its masking policy. Staff are allowed to remove masks in non-patient facing areas. Bigfork Valley is looking for patient testimonials. Aaron attended the MHA Region 2 meeting on November 29.

Dr. Zimmerman, pathologist, retired on December 1. The new pathologist, Dr. Raquel Walsh Jahnke, is from Minnesota Pathologists Chartered. Board orientation is scheduled for December 15. An employee appreciation lunch will be held on December 15. Board members were invited to attend the employee appreciation lunch. Meredith Morneau was thanked for serving on the board.

J. MHA Winter Trustee Conference

MHA Winter Trustee Conference will be held January 12-13, 2023. The event will be in person with a virtual attendance option. The approximate cost for each board member to attend the event is \$900.

A **motion** to authorize all board members to attend both the boot camp and general conference was made by Larry Salmela, seconded by Dan Sursely. The motion passed unanimously.

K. Education

MHA's legislative report was provided for education.

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Aaron will invite Grant Hauschild, Minnesota State Senator, to attend a board meeting.

L. Employee Appreciation

Kyle Buckingham, Dawn Carlson, Leigh Anne Barber, and Amy Pipher were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Meredith Morneau, seconded by Greg Cook. The motion passed unanimously.

M. Monitoring CEO Performance

Aaron presented his monitoring report.

- Financial Planning and Budgeting (Internal)

At 10:27 a.m., a **motion** to adjourn the meeting was made by Dan Sursely, seconded by Tom LaMont. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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