



~Approved 3/7/2023~

Regular Board Meeting

Tuesday, February 7, 2023

9:00 a.m.

Board Room & Microsoft Teams Conference Call

Board Members Present:

Clint Cook – Bigfork Township
Greg Cook – Koochiching County Unorganized
Gary Erickson – City of Bigfork
Carol Gilbertson – Itasca County At-Large
Tom LaMont – City of Effie
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
Dean Sedgwick – Wirt Township
Heidi Watson – Koochiching County At-Large

Board Members Absent:

Gordon Rahier – Pomroy Township

Others: Darla Anderson, Sam Caron, Alex Cleath, Dan Heinecke, Heidi Powell, Aaron Saude, Renee Tower

Chairman 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. Community Comments

None.

II. Approval of Agenda

A **motion** to approve the agenda as amended was made by Gary Erickson, seconded by Greg Cook. The motion passed unanimously.

“Educational Loans” was added to the end of the agenda.

III. Approval of Regular Board Meeting Minutes 1/3/2023

A **motion** to approve the January 3, 2023, Regular Board meeting minutes was made by Marie Lovdahl, seconded by Tom LaMont. The motion passed unanimously.

IV. Acceptance of Medical Staff Meeting Minutes 11/22/2022

A **motion** to accept the November 22, 2022, Medical Staff meeting minutes, as presented, was made by Marie Lovdahl, seconded by Carol Gilbertson. The motion passed unanimously.

V. Information, Discussion and/or Action

A. Finance Committee Report

The Finance Committee meeting was held on Tuesday, January 31.

Darla Anderson presented the draft financials and accounts payable for December 2022.

B. Financials

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

C. Accounts Payable

A **motion** to ratify the accounts payable for the month of December was made by the Finance Committee, seconded by Dan Sursely. The motion passed unanimously.

D. Credentialing

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

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Privileges with a 6-month provisional status:

- Joyce Arends, Social Worker (Senior Life Solutions)
- Christopher Garcia, MD (vRad)
- Laura Huggins, MD (Locum)
- Gabriela Santos Nunez, MD (vRad)

Privileges without a provisional status:

- Richard Slone, MD (vRad)
- Jennifer Kujak, MD (vRad)

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

E. Strategic Planning

Aaron reviewed the 2022-24 strategic plan progress report.

There was discussion about collaborating with the high school to incentivize high school students to take the CNA course by offering it as a high school credit and/or a college credit. Aaron will continue to explore opportunities.

Marie Lovdahl exited the meeting at 10:02 a.m.

F. Governance Committee Report

The Governance Committee meeting was held on Tuesday, January 31.

The Governance Committee reviewed the following:

- Executive Evaluation and Compensation Committee Charter
- Finance Committee Charter
- Governance Committee Charter
- Legislative Education Committee Charter
- Strategic Planning Project Committee Charter
- Investment Policy
- Investment Procedure

G. Charter Approval

A **motion** to approve the Executive Evaluation and Compensation Charter as amended was made by Dan Sursely, seconded by Carol Gilbertson. The motion passed unanimously.

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A **motion** to approve the Finance Committee Charter as amended was made by Larry Salmela, seconded by Tom LaMont. The motion passed unanimously.

No changes were made to the Governance Committee Charter.

A **motion** to approve the Legislative Education Committee Charter as amended was made by Dan Sursely, seconded by Gary Erickson. The motion passed unanimously.

Carol Gilbertson made a **motion** to appoint Teresa Kittridge as chair of the Legislative Education Committee, seconded by Larry Salmela. The motion passed unanimously.

A **motion** to approve the Strategic Planning Project Committee Charter as amended was made by Larry Salmela, seconded by Dan Sursely. The motion passed unanimously.

H. CEO Report

Aaron reported that he chaired the LeadingAge District B meeting on January 9. The LeadingAge Institute conference is February 8-10. Our investment broker from Baird will review Bigfork Valley's investments with the Board this summer. Bigfork Valley will not apply for the Rural Hospital Planning & Transition Grant due to the quote for the energy audit being too expensive. The White House plans to end the COVID-19 national and public health emergencies on May 11. Bigfork Valley recruited another chiropractor, Michalla Dunaj-Compo, she will graduate at the end of February. Aaron attended a rural emergency hospital designation webinar on January 18.

MHA is hosting a Trustee Day at the Capitol on March 21, 2023.

I. Education

The AHA's 2023 Environmental Scan was provided for education.

J. Employee Appreciation

Jennifer Rissanen, Beth Jacobson, Annette Buckingham, Brenda Smith, Ruth Haubrich, Nancy Thurston, Nelly Becker, Leigh Anne Barber and

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Alicia MacRostie were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Dan Sursely, seconded by Greg Cook. The motion passed unanimously.

The ambulance service was recognized for exceptional service.

K. MHA Winter Trustee Conference Report

Gary Erickson, Carol Gilbertson, Teresa Kittridge and George Rounds attended the MHA Winter Trustee Conference that was held January 12-13, 2023. A summary of the event was provided.

Clinton Cook exited the meeting at 11:10 a.m.

L. Monitoring CEO Performance

Aaron presented his monitoring report.

- Asset Protection (Internal)

A **motion** to accept the monitoring report was made by Larry Salmela, seconded by Greg Cook. The motion passed unanimously.

Dan Sursely exited the meeting at 11:20 a.m.

M. Educational Loans

There was discussion about how to build a fund to support professional development, tuition reimbursement, retention, and recruitment for employees. Aaron will contact the Bigfork Valley Community Foundation to discuss funding opportunities.

At 11:29 a.m., a **motion** to adjourn the meeting was made by Greg Cook, seconded by Larry Salmela. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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