



~Approved 6/25/2024~

**Regular Board Meeting**

**Tuesday, May 28, 2024**

**9:00 a.m.**

**Board Room & Microsoft Teams Conference Call**

**Board Members Present:**

Greg Cook – Koochiching County Unorganized

Kurt Fredrickson – Stokes Township

Carol Gilbertson – Itasca County At-Large

Tom LaMont – City of Effie

Gordon Rahier – Pomroy Township

Gene Rajala – City of Bigfork

Larry Salmela – Carpenter Township

Sally Sedgwick – Wirt Township

Dan Sursely – City of Big Falls

Heidi Watson – Koochiching County At-Large

**Board Members Remote:**

Teresa Kittridge – Marcell Township

Marie Lovdahl – Itasca County Unorganized

**Board Members Absent:**

Clinton Cook – Bigfork Township

**Staff Members:** Darla Anderson, Nelly Becker, Samantha Beckner, Heather Boessel, Kyle Buckingham, Alex Cleath, Sara Elioff, Nathan Hough, Dawn Jourdan, Josh Kinn, Amanda Niemala, Mike Olson, Heidi Powell, Jennifer Rissanen, Londa Storlie, Renee Tower

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**Others:** Linda Buckingham, LaDonna Cole, Lin Cook, Dan Heinecke, Jack Hillstrom, Viola Johnson, Dawn Kern, Connie Lovdahl, Barb Rahier, Bruce Sampson

*The regular monthly board meeting was called to order at 9:00 a.m. by Vice Chair Heidi Watson.*

*The meeting opened with a prayer.*

**A. Community Comments**

Connie Lovdahl, community member, welcomed CEO Nathan Hough and expressed concerns regarding pharmacy services, specifically prescription refills and with the closure of the pharmacy on Saturdays.

*Teressa Kittridge and Sally Sedgwick joined the meeting at 9:04 a.m.*

Bruce Sampson, community member, reported positive feedback about the services received at Bigfork Valley and emphasized the importance of brand recognition.

LaDonna Cole, community member, raised concerns about a blood transfusion communication issue and requested clarification on the chain of command in such situations. Dan Heinecke from Scenic Rivers Health Services will follow up with LaDonna.

Linda Buckingham and Lin Cook, community members, expressed concerns about the use of Chapel space for education and storage instead of its original purpose.

**B. Approval of Agenda**

A **motion** to approve the agenda as presented was made by Greg Cook, seconded by Gene Rajala. The motion passed unanimously.

**C. Approval of Regular Board Meeting Minutes 5/7/2024**

A **motion** to approve the minutes of the May 7, 2024, Regular Board meeting as presented was made by Tom LaMont, seconded by Carol Gilbertson. The motion passed unanimously.

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

**1. Department Introduction – Chiropractic Services**

Dr. Mike Olson, chiropractor, provided an overview of chiropractic services offered.

**2. Finance Committee Report**

The Finance Committee meeting was held on Tuesday, May 21.

It was reported that Aroris Group will be negotiating commercial payer agreements, offering a money-back guarantee in the first stage of review, which typically lasts 90-120 days.

**3. Financials**

Darla Anderson presented the financials and accounts payable for April 2024.

Board members provided positive feedback on the new financial report format.

A **motion** was made by the Finance Committee to accept the financial report in the new format for the month of April, seconded by Dan Sursely. The motion passed unanimously.

**4. Accounts Payable**

A **motion** was made by the Finance Committee to ratify the accounts payable for the month of April, seconded by Gene Rajala. The motion passed unanimously.

**5. Governance Committee Report**

Carol Gilbertson provided an overview of the Governance Committee meeting held on Tuesday, May 21.

The Governance Committee is currently reviewing and revising the Board Governance policies, CEO Job Description and Code of Conduct.

The committee will review board member stipends at its next meeting.

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*Carol Gilbertson exited the meeting at 10:32 a.m.*

**6. CEO Report**

Nathan Hough reported that the American College of Radiology renewed Bigfork Valley's Mammography Imaging Accreditation for the next three years.

He also mentioned a meeting with CEO Keith Harvey and CFO Dan Heinecke from Scenic Rivers Health Services to discuss exceeding community and patient expectations.

The laundry service transition is ongoing, with some obstacles in ending the current agreement with Aramark.

Nursing Home Week was celebrated on May 15.

Nikki Jones received the Daisy Award.

Plans are underway to revitalize older areas of the Nursing Home in preparation for an increased long-term care population.

Collaboration with MN North College and the Bigfork School is being explored to add the CNA course to the 2024-2025 curriculum. Students would receive college and high school credits by utilizing the training program.

The regional director of Senior Life Solutions (SLS) informed Nathan about a pilot program being developed by Psychiatric Medical Care (PMC) to offer behavior health services to all populations.

Alison O'Hare from Northland Counseling Center is also considering providing behavior mental health services at Bigfork Valley.

The Grand Rapids Area Community Foundation fund balance is currently \$534,991.05.

Board members interested in participating in the Patient Advisory Committee were encouraged to contact Renee or Nathan.

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Jennifer Rissanen is planning an event for the elderly population to address questions about end-of-life care, health care directives, hospice, long-term care, funeral preplanning, living wills, etc. Pie and coffee will be served.

The 2025 Tax Levy will be discussed at the June 25 meeting.

Nathan is seeking ideas on how to keep the community updated on activity at Bigfork Valley, including the possibility of a quarterly update.

The billboard outside of Grand Rapids will be updated.

Board members were invited to contact Nathan with any questions or concerns.

**7. Employee Appreciation**

Bobbi Kelley, Stephen Pater, and Dr. Mike Olson 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 Sally Sedgwick. The motion passed unanimously.

**8. Strategic Discussion**

Robert Stevens will conduct individual interviews with board members, members of the leadership team, medical staff, and community members on June 10, 11 and 12. He will present the findings to the full board at the July 30 meeting.

**9. Board Meeting Agenda Topics for Next Month**

The June 25 board meeting agenda will include discussions on the Tax Levy and Annual Meeting. Nathan will provide updates on pharmacy services and the blood transfusion issue.

**10. Open Discussion/Other**

**a. Annual Meeting**

There was discussion about the possibility of holding an annual meeting with an open house for the nursing home when the rooms are updated.

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**b. Public Comments Procedure**

A newspaper article regarding Northfield City Council's public comment policy was included in board packets. There was a discussion about whether the board should develop a policy to regulate the community comment period. The value of public input was acknowledged.

Dr. Sara Elioff addressed concerns regarding the retail pharmacy.

At 11:44 a.m., with no further business, a **motion** to adjourn the meeting was made by Larry Salmela, seconded by Greg Cook. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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