



~Approved as Amended 7/30/2024~

Regular Board Meeting

Tuesday, June 25, 2024

9:00 a.m.

Board Room & Teams

Board Members Present:

Clinton Cook – Bigfork Township
Carol Gilbertson – Itasca County At-Large
Tom LaMont – City of Effie
Gordon Rahier – Pomroy Township
Eugene Rajala – City of Bigfork
Larry Salmela – Carpenter Township
Sally Sedgwick – Wirt Township
Dan Sursely – City of Big Falls

Board Members Remote:

Teresa Kittridge – Marcell Township
Marie Lovdahl – Itasca County Unorganized
Heidi Watson – Koochiching County At-Large

Board Members Absent:

Greg Cook – Koochiching County Unorganized
Kurt Fredrickson – Stokes Township

Staff Members: Darla Anderson, Jessica Anderson, Nelly Becker, Samantha Beckner, Heather Boessel, Annette Buckingham, Kyle Buckingham, Alex Cleath, Sara Elioff, Nathan Hough, Heidi Powell, Jennifer Rissanen, Renee Tower

Others: LaDonna Cole, Jack Hillstrom, Dawn Kern, Brandon Mickelson, Bruce Sampson, Christopher Virta

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The regular monthly board meeting was called to order at 9:00 a.m. by Chair Clinton Cook.

The meeting opened with a prayer.

A. Community Comments

Bruce Sampson reported on his interview for strategic planning and emphasized the importance of considering demographics when making decisions.

Larry Salmela expressed concern about the aging and decreasing population in the area and the impact on the organization.

LaDonna Cole thanked everyone for resolving the blood transfusion communication issue mentioned at the last board meeting.

B. Approval of Agenda

A **motion** to approve the agenda as presented was made by Eugene Rajala, seconded by Dan Sursely. The motion passed unanimously.

C. Approval of Regular Board Meeting Minutes 5/28/2024

A **motion** to approve the minutes of the May 28, 2024, Regular Board meeting as presented was made by Carol Gilbertson, seconded by Tom LaMont. The motion passed unanimously.

D. Acceptance of Medical Staff Meeting Minutes 4/10/2024

A **motion** to accept the minutes of the April 10, 2024, Medical Staff meeting as presented was made by Gordon Rahier, seconded by Eugene Rajala. The motion passed unanimously.

E. Information, Discussion and/or Action

1. 2023 Financial Audit Report

Brandon Mickelson, from CliftonLarsonAllen, provided an overview of the 2023 audit results.

Nathan reported that he is working with Senior Life Solutions on the expansion of services. If a resolution cannot be reached, it may result in a mutual separation.

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After review, a **motion** to accept the 2023 audited financial statement was made by Larry Salmela, seconded by Gordon Rahier. The motion passed unanimously.

2. Finance Committee Report

The Finance Committee meeting was held on Tuesday, June 18.

3. Financials

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

Heidi Watson exited the meeting at 10:00 a.m.

A **motion** was made by the Finance Committee to accept the financial report for May, seconded by Tom LaMont. The motion passed unanimously.

4. Accounts Payable

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

The high amount paid for employee health insurance claims was noted.

5. 2025 Tax Levy

The board discussed the amount needed for the 2025 tax levy and the potential impact of increasing, decreasing, or maintaining it at \$1 million, the same amount approved last year. Further discussion will take place at the July 30 board meeting, and the tax levy amount will be decided and certified at the August 27 board meeting. The certificate of final levy for 2025 is due to the county no later than September 15.

6. Credentialing

Nathan Hough presented the following credentialing applications for consideration:

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Privileges with a 6-month provisional status:

- Jennifer Gutierrez, MD (vRad)
- Charles Henry, MD (vRad)
- Mary Huff, MD (vRad)
- Barbara McCovery, MD (vRad)
- Arlene Sussman, MD (vRad)
- Cynthia Tortorelli, MD (vRad)
- Elizabeth Traux, LPCC (Senior Life Solutions)

Privileges without a provisional status:

- Nicholas Cooley, MD (Locum)
- Walter Davis Merritt, MD (ENT)
- Brigid Pajunen, MD (Locum)

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

7. **Annual Meeting**

Carol Gilbertson and Sally Sedgwick were appointed to an ad hoc committee to plan the annual meeting. They will present their plan for the annual meeting to the board next month.

8. **CEO Report**

Nathan Hough provided the following updates:

- The new kitchen counter in Aspen has been installed.
- The kitchen in the Villa has been updated.
- Resident rooms and hallway in the Tamarack wing are being revitalized in preparation for an increased long-term care population.
- Bigfork Valley Community Foundation staff were given a tour of the facility to explore ideas for potential funding to support improvements.
- Nathan met with leaders from Sanford Bemidji to discuss visiting providers and our plan to increase long-term care and swing bed access. This was well received, and they inquired about when they could start referring patients for these services.
- Nathan is meeting with executives from Aspirus St. Luke's on July 16.

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- Nathan is meeting with CEO Rick Breuer from Cloquet Hospital on July 1 to collaborate on visiting specialty providers to serve this area.
- Aroris is in phase 1 of the commercial insurance review.
- Bigfork Valley will be aligning our “charged price” with Essentia Health for labs performed at our outreach labs and in the hospital. This change, effective July 1, is expected to have little to no impact on our bottom line, but it will make us more competitive in our pricing.
- In the future, we will develop a timeline for a revenue cycle review, chargemaster review, and implementation once our payer agreements have been updated. This chargemaster review and update will likely adjust some service pricing to ensure we remain competitively priced.
- Sara Elioff and Jennifer Rissanen have resolved the service concerns mentioned at the last board meeting. Nathan also contacted the community members who voiced concerns to verify that their questions have been answered.
- Nathan addressed several rumors concerning the laundromat and the nursing home.
- A group of volunteers has adopted some areas around the nursing home to maintain and beautify them. They have done wonderful work in the Aspen courtyard and behind the Villa. LaDonna Cole was specifically thanked for her contributions to this effort.

Nathan announced that a CEO update will be sent to staff monthly. He asked the board whether these monthly updates should be combined into a quarterly update and included as an insert in the Watts News to keep the community informed about activities at Bigfork Valley.

Nathan invited both community members and board members to contact him directly with any questions or matters of concern.

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9. Employee Appreciation

Jennifer Burman, Brian Rieger, Delaine White, Jenna Namyst, Heather Bibeau, Leigh Anne Barber, and Randy Collins were nominated to receive employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Sally Sedgwick, seconded by Larry Salmela. The motion passed unanimously.

10. Board Member Election/Filing Dates

The filing period for affidavits of candidacy for the Northern Itasca Hospital District Board of Directors will commence on July 30, 2024, and close at 5 PM on August 13, 2024.

The available positions are as follows:

- Bigfork Township (4-year term)
- City of Bigfork (2-year term)
- City of Effie (4-year term)
- Itasca County Unorganized (4-year term)
- Koochiching County Unorganized (4-year term)
- Stokes Township (4-year term)
- Wirt Township (4-year term)

Interested individuals should file their affidavits of candidacy with their respective city or town clerk of residence, or the county auditor’s office for unorganized positions.

11. Election Write-In Resolution

A new law passed in 2023 concerning the requirement for tallying write-in votes. This law allows for a resolution to be passed in which write-in votes would only be required to be counted in certain approved situations.

After discussion, it was decided to maintain the current method for tallying write-in votes.

12. Strategic Discussion

Robert Stevens will present at the board meeting on July 30, and a strategic planning working session will be scheduled for Tuesday, August 6 at 4 PM.

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Lunch will be served at next month's board meeting.

13. Board Meeting Agenda Topics for Next Month

There were no specific topics mentioned.

14. Open Discussion

Various topics were discussed by the board and community members, to include: the importance of grants, transparency, and giving hope to the community.

15. Senior Services Walk-Through (Optional)

Board members and community members were invited to tour the areas of the nursing home that are being updated.

At 11:39 a.m., with no further business, a **motion** to adjourn the meeting was made by Larry Salmela, seconded by Gordon Rahier. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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