



~Approved 9/24/2024~

Regular Board Meeting

Tuesday, August 27, 2024

9:00 a.m.

Board Room & Teams

Board Members Present:

Greg Cook – Koochiching County Unorganized

Carol Gilbertson – Itasca County At-Large

Kurt Fredrickson – Stokes Township

Tom LaMont – City of Effie

Marie Lovdahl – Itasca County At-Large

Teresa Kittridge – Marcell Township

Gordon Rahier – Pomroy Township

Eugene 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:

None

Board Members Absent:

Clinton Cook – Bigfork Township

Staff Members: Dr. Ed Anderson, Darla Anderson, Heather Boessel, Kyle Buckingham, Sara Elioff, Jeff Fontana, Nathan Hough, Josh Kinn, Amanda Niemala, Heidi Powell, Jennifer Rissanen, Renee Tower

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Others: LaDonna Cole, Dan Heinecke, Dawn Kern, Ted Lovdahl, Barb Rahier, Bruce Sampson, Christopher Virta

The meeting was called to order at 9:02 a.m. by Vice Chair Heidi Watson.

The meeting began with a prayer, and the mission, vision and values statement was read.

- A. **Community Comments** (3 minutes/speaker)
No comments were made by the community.

- B. **Approval of Agenda**
A **motion** to approve the agenda as presented was made by Teresa Kittridge, seconded by Greg Cook. The motion passed unanimously.

- C. **Approval of Regular Board Meeting Minutes 7/30/2024**
A **motion** to approve the minutes of the July 30, 2024, Regular Board meeting as presented was made by Carol Gilbertson, seconded by Kurt Fredrickson. The motion passed unanimously.

- D. **Approval of Special Board Meeting Minutes 8/6/2024**
A **motion** to approve the minutes of the August 6, 2024, Special Board meeting as presented was made by Kurt Fredrickson, seconded by Dan Sursely. The motion passed unanimously.

- E. **Acceptance of Medical Staff Meeting Minutes 6/5/2024**
A **motion** to accept the minutes of the June 5, 2024, Medical Staff meeting as presented was made by Sally Sedgwick, seconded by Tom LaMont. The motion passed unanimously.

- F. **Information, Discussion and/or Action**
 - 1. **Finance Committee Report**
The Finance Committee met on Tuesday, August 20, 2024, and reviewed the financials.

 - 2. **Financials**
Darla Anderson presented the financials and accounts payable for July 2024.

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A detailed breakdown of the operating expenses categorized under the 'Other' line item in the financial statement will be presented at the next Finance Committee meeting.

The Finance Committee made a **motion** to accept the financial report for July, seconded by Teresa Kittridge. The motion passed unanimously.

A discussion was held on streamlining the financial reports presented the board to reduce repetition. Moving forward, a summary will be provided to the board, the full financial packet sent prior to the Finance Committee meetings, and committee minutes will be included in the board meeting packets.

Teresa Kittridge resigned from the Finance Committee effective August 12, 2024, leaving an opening on the committee.

3. Accounts Payable

The Finance Committee made a **motion** to ratify the accounts payable for July, which was seconded by Eugene Rajala. The motion passed unanimously.

4. 2025 Tax Levy

Nathan reported that attorney Chris Virta and Itasca County Auditor/Treasurer Austin Rohling confirmed the certificate of tax levy is due by September 30.

Nathan does not recommend increasing the 2025 tax levy from \$1 million, the same amount approved by the board last year.

Sally Sedgwick made a **motion** to table the final vote on the tax levy until the September Board meeting, seconded by Tom LaMont. The motion failed with six opposed and five in favor. Vice Chair Heidi Watson did not vote.

Carol Gilbertson made a **motion** that the Board's intent is not to raise the tax levy and to vote next month, seconded by Dan Sursely. The motion passed with 10 in favor and one opposed. Vice Chair Heidi Watson did not vote.

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5. **Credentialing**

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

Privileges with a 6-month provisional status:

- Robert Toltzis, MD (ProScan/Echocardiography)

Gordon Rahier made a **motion** to accept the application as presented, seconded by Greg Cook. The motion passed unanimously.

6. **CEO Report**

Nathan Hough provided the following updates:

- Current focus in Tamarack is on updating the lunchroom, family room, and kitchen. Renovations to the resident rooms will be postponed until the necessary parts of the existing heating system are replaced. Bathroom updates for the residents will be completed during this time as well.
- The exterior painting project for the Villa was delayed due to rain and has been rescheduled for September 19.
- The x-ray room update project has been completed.
- The new employment agreement with Dr. Margo will take effect on September 1.
- Nathan has been in contact with an MD who specializes in diabetes and may potentially see patients in Bigfork. Discussions with specialists in Spine/Neurosurgery, OBGYN, Urology, Wound Care, and Behavioral Health are ongoing, though no formal agreements have been established yet.
- Data requested by the VA was submitted and received positive feedback. However, the VA has indicated that due to staffing issues, they are unable to proceed at this time, but will consider the application in their new fiscal year.

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- A termination notice has been sent to Senior Life Solutions. Nathan has a meeting scheduled with them to review their proposals.
- Scenic Rivers Health Services has hired a behavior health counselor who is currently undergoing the credentialing process and is expected to begin providing services in the near future.
- The Bigfork Valley Olympics will be held on August 28 for staff.
- Senior Services will host a Community Fun Day on August 29.
- The Foundation's annual fundraiser will be held on Sunday, September 15, from 4:00 to 7:00 p.m., with a portion of the proceeds benefiting long-term care. Various departments at Bigfork Valley will contribute baskets for the silent auction.
- Bigfork Valley's Annual Meeting is scheduled for Thursday, September 12, from 5:00 to 7:00 p.m.

7. **Strategic Plan**

The 2024-2025 strategic plan was reviewed.

A **motion** to approve the strategic plan was made by Sally Sedgwick, seconded by Larry Salmela. The motion passed unanimously.

8. **November Board Meeting Date/Canvass Election Results**

A **motion** to reschedule the November Regular Board Meeting to Tuesday, November 12, 2024, at 9:00 a.m., to accommodate the election canvassing period, was made by Larry Salmela, seconded by Gordon Rahier. The motion passed unanimously.

9. **QAPI – Board Member Participation**

A **motion** was made by Kurt Fredrickson to appoint Larry Salmela and Dan Sursely to the QAPI Committee, with alternates named as Kurt Fredrickson, Carol Gilbertson and Gordon Rahier. Seconded by Teresa Kittridge. The motion passed unanimously.

The next QAPI Committee meeting is scheduled for Tuesday, November 5 at 8:30 a.m. This is a quarterly meeting.

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10. Organizational Chart

Nathan Hough provided an overview of the updated organizational chart. The chart will go into effect August 28, 2024.

11. BoardPaq

The BoardPaq product is going to be discontinued.

Carol Gilbertson made a **motion** to transition to new board software that is functionable and affordable, seconded by Larry Salmela. The motion passed with 10 in favor. Sally Sedgwick abstained from voting and Vice Chair Heidi Watson did not vote.

12. Employee Appreciation

Taylor Dietrich, Tiffanie Lillo and Alex Cleath 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.

13. MHA Summer Trustee Conference Report

Teresa Kittridge provided a summary on the MHA Summer Trustee Conference, highlighting key takeaways.

It was requested that Nathan invite Mary Krinkie, MHA's vice president of government relations, to speak to the board about legislative priorities at a future meeting.

14. Board Meeting Agenda Topics for Next Month

The tax levy will be added to next month's agenda.

It was requested that the Finance Committee assess the impact separating the pharmacy and nursing home would have on the cost report. The committee will report their finding to the full board.

15. Open Discussion

The laundromat is currently meeting its projected budget within \$1,000 and is performing as anticipated.

Nathan expects that Tamarack will be able to accommodate nursing home residents before the end of the year.

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The community participated in a discussion on the impact the tax levy has on hospital district residents with fixed incomes, and the use of Robert's Rules of Order.

Following the meeting, board members and community members were invited to tour the facility.

At 11:36 a.m., with no further business, a **motion** to adjourn the meeting was made by Larry Salmela and seconded by Dan Sursely. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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