



~Approved 12/17/2024~

Regular Board Meeting

Tuesday, November 12, 2024

9:00 a.m.

Board Room & Teams

Board Members Present:

Clinton Cook – Bigfork Township
Greg Cook – Koochiching County Unorganized
Carol Gilbertson – Itasca County At-Large
Kurt Fredrickson – Stokes Township
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
Heidi Watson – Koochiching County At-Large

Board Members Remote:

None

Board Members Absent:

Teresa Kittridge – Marcell Township
Marie Lovdahl – Itasca County At-Large

Staff Members:

Darla Anderson, Samantha Beckner, Heather Boessel, Kyle Buckingham, Alex Cleath, Nathan Hough, Dawn Jourdan, Amanda Niemala, Heidi Powell, Jennifer Rissanen, Ashlee Snyder, Londa Storlie, Renee Tower

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Others:

Ellen Bomstad, LaDonna Cole, Dan Heinecke, Bernie Hough, Teresa Kittridge, Barb Rahier, Bruce Sampson, Christopher Virta

Note: Board member Teresa Kittridge joined the meeting online as a community member; Minnesota Statute 13D.02 requirements for remote attendance were not met.

The meeting was called to order at 9:01 a.m. by Chair Clinton Cook.

The meeting opened with a prayer.

- A. **Community Comments** (3 minutes/speaker)
Community members expressed positive feedback on the CEO quarterly newsletter, distributed via Watts News.

- B. **Approval of Agenda**
A **motion** to approve the agenda as presented was made by Carol Gilbertson and seconded by Larry Salmela. The motion passed unanimously.

- C. **Approval of Regular Board Meeting Minutes 10/29/2024**
A **motion** to approve the minutes of the October 29, 2024, Regular Board Meeting as presented was made by Heidi Watson, seconded by Dan Sursely. The motion passed unanimously.

- D. **Acceptance of Medical Staff Meeting Minutes 8/20/2024**
A **motion** to accept the minutes of the August 20, 2024, Medical Staff Meeting as presented was made by Sally Sedgwick, seconded by Tom LaMont. The motion passed unanimously.

- E. **Information, Discussion and/or Action**
 - 1. **Canvass Election Results**
Carol Gilbertson made a **motion** to certify that the following individuals received the highest number of votes for the office of hospital board trustee in the election held on Tuesday, November 5, 2024. The motion was seconded by Heidi Watson and passed unanimously.

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- Clinton Cook – Bigfork Township (4-year term)
- Daniel Heinecke – City of Bigfork (2-year term)
- Thomas LaMont – City of Effie (4-year term)
- Gregory Anselmo – Itasca County Unorganized (4-year term)
- Kurt Fredrickson – Stokes Township (4-year term)
- Sally Sedgwick – Wirt Township (4-year term)
- Gregory Cook – Koochiching County Unorganized (4-year term)

2. Elect Officers

Nominations for board officer positions were voted on by ballot, resulting in the following:

Chair: Clinton Cook

Vice Chair: Carol Gilbertson

Treasurer: Kurt Fredrickson

Secretary: Sally Sedgwick

The elected officers will assume their roles at the close of this meeting and will serve for a term of two years.

3. Credentialing

Nathan Hough presented the medical staff's recommendations for provider appointments:

Privileges with a 6-month provisional status:

- Sheena Dohar, MD (Senior Life Solutions)
- Raul Tarud Sabbag, MD (vRad)
- Edward Wong, MD (vRad)

Privileges without a provisional status:

- Jennifer Gutierrez, MD (vRad)
- Charles Henry, MD (vRad)
- Mary Huff, MD (vRad)
- Barbara McCorvey, MD (vRad)
- Arlene Sussman, MD (vRad)
- Cynthia Tortorelli, MD (vRad)

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- Elizabeth Truax, LPCC (Senior Life Solutions)

A **motion** to approve the recommendations was made by Heidi Watson, seconded by Greg Cook. The motion passed unanimously.

Going forward, the list of providers will be included in board packets to streamline the meeting process and eliminate the need for verbal review.

4. **CEO Report**

Nathan Hough provided updates on the following topics:

- **Facility Door and Entrance Updates:**
Installation of a new main hospital entrance door is scheduled for this week. Repairs to some exterior doors on the Villa are also in progress.
- **IV Fluid Supply Chain:**
Bigfork Valley's services remain unaffected by the national IV fluid supply shortage.
- **Gift Shop Revitalization:**
Preparations are underway to reopen the Gift Nest.
- **Diabetic Specialty Services:**
Dr. Christina Helterbrand, diabetes specialist, was recently onsite for an orientation day and met with staff.
- **Surveys:**
Nursing Home Survey: A brief review highlighted a few minor K-tags, with no significant concerns identified.

Resident Quality of Life Survey: Conducted successfully, with positive outcomes reported.

Nurse Aide Training Program Review: An onsite review on November 6 confirmed the program meets all requirements.

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Assisted Living Facility Inspection: Scheduled for Wednesday by Kootasca Community Action.

5. Quarterly Strategic Action Plan Update

Nathan Hough presented a summary of activities related to the strategic plan.

The board requested that updated action plans be distributed to members in advance of future quarterly updates.

6. Legislative Priorities

Nathan Hough provided an overview of Minnesota Hospital Association (MHA)'s legislative priorities.

An invitation has been extended to MHA to discuss their representation of Bigfork Valley. They are scheduled to present to the board in January.

The MHA post-election webinar will take place today at noon. Attendance is free.

Attorney Christopher Virta will review the Minnesota Open Meeting Law to explore potential flexibility, exceptions, or waivers regarding remote attendance requirements. He will prepare a memo to clarify these matters.

The board discussed whether Bigfork Valley should consider additional legislative priorities beyond those of MHA.

7. QAPI Committee Report

Dan Sursely and Larry Salmela provided an overview of the QAPI Committee Meeting held on Tuesday, November 5. They noted that each department has established quality goals and submits a report during the meeting.

8. Department Introduction (Surgical Tech Apprentice Program)

Ashlee Snyder, Director of Surgery, presented an overview of the Surgical Technologist Apprentice Program, highlighting its objectives

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and potential impact on department operations and workforce development.

9. Strategic Discussion

The Finance Committee will review Baird's proposal for changes to the Investment Policy Statement (IPS) and will present its recommendation to the full board.

10. Employee Appreciation

Missy Padgett, Toni Cleath and Dr. Mike Olson were nominated for \$25 employee appreciation gift certificates for outstanding job performance. A **motion** to approve the nominations was made by Larry Salmela, seconded by Heidi Watson. The motion passed unanimously.

The board suggested Dr. Mike Olson's nomination be highlighted and marketed.

11. Board Meeting Agenda Topics for Next Month

No topics were requested for the December meeting.

12. Open Discussion

A question was raised regarding whether Bigfork Valley is issuing news releases for new services.

Nathan reported that plans are underway to relocate activities and the nurse aide training program to another area so the room can be used as a chapel again.

It was requested that Nathan provide an update at the December meeting on how managed care plans will impact critical access hospitals.

With no further business, a **motion** to adjourn the meeting at 10:37 a.m. was made by Gordon Rahier, seconded by Eugene Rajala. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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