



~Approved 2/25/2025~

Regular Board Meeting

Tuesday, January 28, 2025

9:00 a.m.

Board Room & Teams

Board Members Present:

Greg Anselmo – Itasca County Unorganized
Clinton Cook – Bigfork Township
Greg Cook – Koochiching County Unorganized
Kurt Fredrickson – Stokes Township
Carol Gilbertson – Itasca County At-Large
Dan Heinecke – City of Bigfork
Tom LaMont – City of Effie
Gordon Rahier – Pomroy Township
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

Staff Members:

Dr. Ed Anderson, Darla Anderson, Jessica Anderson, Samantha Beckner, Heather Boessel, Annette Buckingham, Kyle Buckingham, Alex Cleath, Sara Elioff, Nathan Hough, Deb Morell, Amanda Niemala, Mike Olson, Heidi Powell, Patty Rich, Jennifer Rissanen, Ashlee Snyder, Renee Tower

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Others:

Bernie Hough, Dawn Kern, Teresa Kittridge, Rahul Koranne, Gene Rajala, 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 9:00 a.m. by Chair Clint Cook.

The meeting opened with a prayer.

A. Introduction of New Board Members

New board members Dan Heinecke and Greg Anselmo were introduced.

B. Community Comments (3 minutes/speaker)

There were no community comments.

C. Approval of Consent Agenda

1. Agenda
2. Regular Board Meeting Minutes 12/17/2024
3. Medical Staff Meeting Minutes 11/5/2024
4. Credentialing
5. Employee Appreciation

A **motion** to approve the consent agenda was made by Larry Salmela, seconded by Heidi Watson. The motion passed unanimously.

D. Information, Discussion and/or Action

1. Minnesota Hospital Association

Dr. Rahul Koranne, MHA President and CEO, provided an overview of MHA's top priorities:

1. Finance and Reimbursement
2. Workforce
3. 340B Program
4. Mental Health
5. Reduction of mandates that do not contribute to patient care

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2. Finance Committee Report

Kurt Fredrickson summarized the January 21, 2025, Finance Committee meeting. The bottom line shows a loss of \$115,714 for 2024.

Nathan Hough reported that several adjustments are anticipated. Key points include:

- Approximately \$200,000 in operating room charges for December remain unbilled.
- Positive adjustments are expected from Medicare corrections for October, November, and December.
- \$263,000 in deferred revenue from Health and Human Services (HHS) COVID funding has been audited and approved but not yet recognized as income.
- \$461,000 in accounts receivable for the nursing home, primarily from spring 2023 discharges, has not yet been classified as bad debt.
- With all audit adjustments, Nathan anticipates a breakeven bottom line for 2024.

3. Financials

It was requested that “Questions Submitted by Board Members” be added to future Finance Committee agendas.

The Finance Committee made a **motion** to accept the financial report for December, seconded by Heidi Watson. The motion passed unanimously.

4. Accounts Payable

The Finance Committee made a **motion** to approve the December accounts payable, seconded by Heidi Watson. The motion passed unanimously.

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5. CEO Report

Nathan reported the following updates:

- As mentioned last month, the state has accepted our Long-Term Care (LTC) survey plan of correction. No follow-up visit was required, and the recertification process was completed through a desk audit.
- The nursing home's star rating has improved from 3 to 4 stars.
- The Minnesota State Quality Indicators for Long Stay Residents Report has been released, ranking facilities based on 14 areas of care, with over 20 specific quality indicators. Bigfork Valley performed well above the state average overall and ranked #1 out of 326 facilities in five quality indicators.
- LTC renovations continue to reveal additional areas needing attention. While we had initially planned to start accepting new residents, the slow referral season has given us the opportunity to complete renovations fully before occupancy. Our goal is to complete upgrades to Tamarack Hall, the kitchen, new activities area, education space, and chapel—offering residents and families a revitalized environment. We will proceed with admissions as demand increases.
- Sanford Cardiology will visit Bigfork Valley on February 20 for a meet-and-greet with medical staff.
- Discussions are underway with Sanford regarding expanding specialty services, including General Surgery and Women's Health.
- Thanks to a generous \$6,000 donation from the Auxiliary, waiting room furniture upgrades are underway. New chairs have been placed in the Hospital Admissions area, as well as in the waiting rooms for Scenic Rivers, Pharmacy, and Imaging.
- Diabetes Specialist Dr. Helterbrand has begun seeing patients at Bigfork Valley.

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- We are continuing to evaluate replacement options for our Electronic Medical Record (EMR) system. Several vendors have conducted demonstrations, and we are closely assessing both cost and functionality. A key finding is that many of the costly “add-ons” in our current system are included as standard features in the new platforms being considered, potentially leading to a slight monthly cost savings. A thorough cost analysis is underway to ensure we choose the best long-term solution for BVH.
- Our Chiropractic Clinic has once again received the Fulcrum Chiropractic Clinical Excellence Award.

6. **Medical Staff Bylaws**

Dr. Anderson provided an overview of the amendments to the medical staff bylaws, noting that most changes were made to accommodate having a Physician Assistant (PA) covering the Emergency Room.

A **motion** to approve the amended bylaws as presented was made by Carol Gilbertson and seconded by Larry Salmela. The motion passed unanimously.

7. **Approve Committee Charters**

Approval of the Committee Charters was postponed allowing each committee the opportunity to review and provide recommendations for board approval.

8. **Appoint Committee Members**

The following board members were appointed to serve on the respective committees:

Executive Evaluation and Compensation Committee

1. Clint Cook (Chair)
2. Kurt Fredrickson (Treasurer)
3. Carol Gilbertson (Vice Chair)
4. Sally Sedgwick (Secretary)

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Finance Committee

1. Greg Anselmo
2. Kurt Fredrickson (Chair)
3. Carol Gilbertson
4. Dan Heinecke
5. Gordon Rahier
6. Larry Salmela

Governance Committee

1. Clint Cook (Chair)
2. Carol Gilbertson
3. Sally Sedgwick
4. Dan Sursely
5. Heidi Watson

Legislative Education Committee

1. Greg Anselmo
2. Kurt Fredrickson
3. Larry Salmela
4. Sally Sedgwick
5. Heidi Watson

QAPI

1. Larry Salmela
2. Dan Sursely

Ad Hoc Committees: Members will be appointed as needed.

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

9. Pay Equity Implementation Report

Nathan Hough provided review of the Pay Equity Implementation Report.

A **motion** to approve the pay equity report was made by Dan Heinecke, seconded by Tom LaMont. The motion passed with 11 in favor. Carol Gilbertson abstained from voting.

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10. CEO Evaluation Survey Due

Board members were reminded to submit CEO evaluations. New board members Dan Heinecke and Greg Anselmo were exempt.

11. Annual Conflict of Interest Statement

Board members were asked to complete and return annual conflict of interest statements.

12. Board Meeting Agenda Topics for Next Month

The February board meeting agenda will include “Committee Charters”.

A Governance Committee meeting was tentatively scheduled for Tuesday, February 25, following the Board Meeting.

13. Open Discussion

A board member inquired whether Bigfork Valley is missing an opportunity to provide inpatient mental and behavioral health services, given the ongoing demand for mental health beds. The board discussed whether this is a viable service expansion and what steps would be necessary to explore this possibility.

The board expressed its gratitude to Eugene Rajala for his service on the board.

Sally will draft a letter on behalf of the board to thank both Marie Lovdahl and Eugene Rajala for their contributions on the board.

With no further business, a **motion** to adjourn the meeting at 10:50 a.m. was made by Dan Sursely, seconded by Gordon Rahier. The motion passed unanimously.

Minutes respectfully submitted by Renee Tower, Executive Administrative Assistant.

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