



COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR FEBRUARY 16, 2017

Call to Order –Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on February 16, 2017 at 9:00 a.m. in the meeting room.

Adjourn to Closed Session – The Board recessed from the regular session to a closed session for the Quality Improvement/Peer Review Report and Medical Staff Report.

Closed Session Summary - The Quality Improvement/Peer Review Report from January 2017 and Medical Staff Report from January 2017 were discussed.

Reconvene - The North Shore Health Board reconvened in regular session at 9:30 a.m.

Roll Call

Members Present: Sharon Bloomquist, Kay Olson, Justin Mueller and Steve Nielsen

Not Present: Randy Wiitala

Others Present: Kimber Wraalstad, Vera Schumann, Casey Bronikowski, Sandra Barkley, Dr. Schmidt (p), Marice Zimmer (p), Josh Christensen (p), Josh Kostiuik (p) and Jessica Derynck (p).

Approval of Agenda – S. Nielsen made a motion to accept the Agenda, J. Mueller 2nd, all ayes.

Public Comments: None

Approval of Minutes for January 19, 2017 – J. Mueller made a motion to approve the minutes for January 19, 2017, as presented. S. Nielsen 2nd, all ayes.

Updates:

- a. **Clinic Board:** No Report
- b. **County Board:** No Report
- c. **North Shore Health Care Foundation:** Ms. Wraalstad received communication from Karl Hansen regarding a meeting to discuss the collaboration of North Shore Health, Sawtooth Mountain Clinic and the Foundation. It is hoped this will begin a discussion that will benefit our community and its healthcare needs.
- d. **Board Members:** No Report
- e. **Correspondence:** No Report

Board Presentation – Redesigned Website – Casey Bronikowski

Casey Bronikowski, on behalf of the Presence in the Community Committee, presented the new, revamped website to the Board. Many changes and improvements to the look and functionality of the new site have been made. The Presence in the Community Committee has been working with Two Dogs in the Web, a local company, on updating our website. A wish list was compiled and submitted to Two Dogs in the Web and they produced a site specific to our requests. Stephan Hoglund was contracted for facility photos that are displayed on the new website. We hope to provide a more comprehensive, interactive site to the community we serve. The projected “go live” date for the website is March 1, 2017.

Old Business

- a. **2016 Strategic Plan Update:** Strategic Initiative 3. Community and 4. Viability were reviewed and discussed.
- b. **Facility Update:** The building project continued to move forward. The Maintenance Shop has been cleaned out and the Maintenance Employees have moved to the Ambulance Garage. The next scheduled moves will be Purchasing, Large Classroom, Lunch Room, Kimber Wraalstad and Shelly Starkey. The mail room will also need a new temporary home.
- c. **Works of Art Project:** Tim Young and Bonnie Gay Hedstrom have agreed to assist with the Works of Art Project.
- d. **Other:** None

Financial Reports

Vera Schumann presented the January 2017 Executive Summary and Financial Report. North Shore Health experienced a loss from operations of \$23,110 for the month of January, performing \$5,886 behind budget. Gross hospital patient revenues of \$1,204,609 are \$228,469 (23%) ahead of last year. Care Center revenues are 16% ahead of January 2016. Care Center revenues are recorded at 2016 rates; DHS has not yet published our 2017 rates. With the non-operating income and tax levy monies, there was a net gain of \$35,987 for the month. January acute patient days of 28 are 12 days or 75% greater than January 2016. Swing bed patient days of 82 are 65 days or 382% greater than last January. Care Center resident days of 952 are 81 days or 9% greater than January last year with occupancy rates at 83% compared to 76% January 2016. Volumes at or ahead of January 2016 are Emergency 17%, PT/OT 11%, Laboratory 21%, CT/MRI 19%. Volumes behind January 2016 are Observation 12%, and Colonoscopy 46%. Home Health visits and Ambulance Run data were not ready for this report. Operating expenses of \$1,334,085 are \$192,728 (34%) greater than January 2016. Areas with budget variances greater than 10% or at least \$5,000 favorable/(unfavorable) compared to January 2016 include Salaries (19%), Professional Fees & Services (44%), Non-Capital Equipment (92%), Surcharge/Taxes (37%), and Depreciation (20%). Net income of \$35,987 is \$15,190 behind January 2016 with net margin of 2.6% compared to 4.5%. Non-Operating budget includes interest expense for Phase I Care Center compared to no interest expense in January 2016.

New Business

- a. **25 Questions – Are We Adequately Exploring Philanthropic Opportunities?** Mr. Mueller posed the question, “What forms of philanthropic opportunities is North Shore Health currently pursuing?” Are we pursuing every opportunity that arises, such as grant opportunities? North Shore Health does apply for every potential grant that we are aware of if we meet the eligibility requirements. Raising money for an organization is almost a full time job. It was asked, “how committed is the Board

to finding philanthropic opportunities?" Ms. Olson stated that this takes a special kind of person and knowledge of the services needed, and the needs that we are looking to meet. A lengthy discussion followed with a lot of brainstorming on what can be done in the future in regards to philanthropic opportunities. It was agreed Administration will provide information about current activities and future opportunities.

b. Other:

Management Report

Ms. Wraalstad announced the promotion of Amy Lacina, RN to the Hospital Director of Nursing at North Shore Health. Amy has served as our Clinical Nurse Manager for the last year and also worked as a Registered Nurse in the Hospital. During the previous two months, Amy has done an outstanding job in maintaining, organizing and leading the Hospital Nursing Department. She assisted in developing the Plan of Correction for the CAH Survey and is proceeding with the action steps to enhance patient care. North Shore Health was resurveyed by the Minnesota Department of Health regarding several of the deficiencies cited during the December survey. Amy Lacina, Jennifer Dowden and DeeDee Larock-Muggley have done an outstanding job in responding to the deficiencies and completing the actions to achieve compliance. All items are expected to be corrected by January 18, 2017 were determined to be in compliance. The Emera Chapter of the Order of Eastern Star gifted North Shore Care Center with a \$5,000 donation. The donation was made with funds given to the Chapter in memory of Ralph and Beatrice Griffis. After some negotiation, we have found a date for the 2017 Annual Program Review/Strategic Planning meeting; May 18 – 19, 2017. Other arrangements for the day including location will be made and announced in the future. The Minnesota Hospital Association 2017 – 2018 Legislative Bill Tracker was included in the Board Packet. Special attention was called to HF0559 and HF0582. HF0559 will allow governmental hospitals to expand our options for investing our funds. HF0582 will remove language added in the 2015 legislative session expanding the oversight of staffing agencies to include physicians and advance practice providers. Copies of two letters sent to President Trump by the American Hospital Association were reviewed. They outline areas of focus and recommendations to improve access to quality care and reduce costs. The December 2, 2016 letter to President Trump provided a detailed outline of regulatory relief actions.

Construction Update –

Josh Christiansen, Shelly Peterson, Brain Miller and Josh Kostick from Boldt Construction and John Geissler from DSGW were present to provide a construction update.

The Construction Progress Report for February 2017 was then presented. The following areas were highlighted and discussed in detail:

- Safety Risks and Concerns – 1 report since the last month. A laborer injured his ankle.
- Lost time – None
- Project Update
 - Phase 1 - Care Center (southeast and northwest)
 - Continuing with Punchlist Items
 - Phase 2 - Care Center
 - Continued mechanical, electrical, plumbing and fire protection in-wall and above ceiling rough-ins.
 - Continued demolition activities adjacent to the old Day Dining area.
 - Continued installation of structural LVL's that support the new flat roof.

- Started drywall installations.
 - Phase 1 - Hospital (Inpatient Wing)
 - Zone 1**
 - Completed painting installations.
 - Completed ceramic tile installations within patient bathrooms.
 - Completed installation of casework.
 - Completed installation of doors and hardware.
 - Completed flooring installations.
 - Completed installation of ceiling grid, lights and diffusers.
 - Continued trimming out electrical and mechanical items.
 - Zone 2:**
 - Continued installation of interior stud wall framing.
 - Continued installation of interior soffit framing.
 - Continued in-wall mechanical, electrical and plumbing rough-ins.
 - Continued drywall installations.
 - Started taping and finishing drywall.
 - Phase 2 – Hospital (Kitchen)
 - Completed all demolition within old hospital kitchen and started laying out new stud walls.
- Planned work for February
 - Phase 1 - Care Center (southeast and northwest)
 - Continue to coordinate Punchlist Items as areas are available and convenient for Residents
 - Phase 2 - Care Center
 - Complete interior stud wall framing in last (2) Resident Rooms and corresponding Bathrooms.
 - Complete installation of LVL structural members supporting the new flat roof.
 - Continue tie-in to existing building.
 - Complete mechanical, electrical and plumbing in-wall rough-ins for Resident Rooms and corresponding bathrooms.
 - Complete drywall installations within all Resident Rooms and Bathrooms.
 - Start Taping and Finishing installations.
 - Phase 1 – Hospital (Inpatient Wing)
 - **Zone 1:**
 - Complete finish installations within Hospital Patient Rooms 1107 and Patient Bathrooms 1108 and 1110.
 - Install ceiling tile.
 - Install remaining specialties.
 - Trim out electrical and mechanical installations.
 - Punch list all finish spaces in Zone 1.
 - **Zone 2:**
 - Complete mechanical, electrical and plumbing in-wall and above ceiling rough-ins.
 - Complete drywall installations.

- Complete taping and finishing installations.
 - Start painting installations
 - Start installation of ceiling grid.
- o Phase 2 – Hospital (Emergency Department)
 - Complete layout and stud wall installations within old hospital kitchen.
 - Start mechanical, electrical and plumbing in-wall rough-ins.
 - Start drywall installations.
 - Start demolition of remaining spaces within Phase 2 once staff is relocated.
- RFIs – 133 requests for information to the Architect, 3 RFIs open at this time
 - ASIs – Twenty-one Architect's Supplemental Instructions
 - RFPs – 69 requests for proposals
 - Submittals – Log reviewed
 - Risks/Opportunities – Reviewed
 - Field Manpower – Jobsite total – 57
 - Equipment Onsite – Reviewed
 - Financial Update
 - o Pay application #18 (01-01-2017 to 01-31-2017) for \$1,211,077.04 was approved on February 9, 2017 and is waiting to be paid.
 - Change Orders – Nine Change Orders have been submitted and approved
 - Contingency Usage – The contingency log was reviewed. The contingency amount has been fully used and exceeded.
 - Communication Plan – No new "Notes from Boldt" have been sent. The average Blog Site views are 18 per day.


Photos of the project and the project phasing were reviewed.

Adjourn

The regular meeting adjourned at 12:10 p.m.



 Chairman



 Clerk