



COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR JULY 21, 2016

Call to Order – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on July 21, 2016 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, Medical Staff Report and Labor Negotiation Update.

Closed Session Summary - The June Quality Improvement/Peer Review Report and Medical Staff Report were reviewed and discussed. An update regarding Labor Negotiation with MNA was also provided.

Reconvene - The North Shore Health Board reconvened in regular session at 9:33 a.m.

Roll Call

Members Present: Sharon Bloomquist, Kay Olson, Tom Spence, Howard Abrahamson and Justin Mueller

Others Present: Kimber Wraalstad, Vera Schumann, Casey Bronikowski, Dr. Milan Schmidt (p), Heidi Doo-Kirk (p), Barb Heideman, Jennifer Dowden (p), Elizabeth (Elunia) Steckelberg (p), April Gerard (p), Brian Larsen (p), Rory Smith (p), Shelly Peterson (p), Josh Christenson (p), Scott Schaefer (p), Josh Kostick (p), Jesse Work (p), John Geissler (p), Jessica Derynck (p)

Approval of Agenda – T. Spence made a motion to approve the Agenda, approved as submitted.

Public Comments: None

Approval of Minutes for June 23, 2016 – One correction on page 3 under Motion 3, it says “...enhance health care services offered in the County and how they will reduce and need for residents...” It should read “...how they will reduce the need for residents.” J. Mueller made a motion to approve the minutes with this correction, S. Bloomquist 2nd. All ayes.

Updates:

- a. **Clinic Board:** Dr. Schmidt provided a clinic update in Rita Plourde’s absence. Sarah Dragswiek has begun her position in behavioral health and Dr. Schmidt states that this is invaluable. Ms. Dragswiek sees patients to provide assistance

with a variety of behavioral health issues. These visits are designed to be short and generally the patients are referred to HDC or another counselor to provide long-term treatment.

- b. **County Board:** Heidi Doo-Kirk reported that a new Public Health and Human Services Director has been hired and begins his position on August 1, 2016. Ms. Doo-Kirk stated that our Sheriff's Office is one of the only 72 hour hold facilities remaining in the state. If the current jail is expanded, the hopes are to change the way detainees are handled. The mental health of a person being detained will need to be evaluated to determine if mental health and drug or alcohol related issues are involved. Ms. Doo-Kirk stated that the goal will be to treat the person and not just housing them.
- c. **North Shore Health Care Foundation:** Barb Heideman stated that the new practitioner for the Oral Health Task Force has begun her position. Bonnie Dalene is also a Dental Hygienist. The Oral Health Task Force is well on their way to seeing and screening every child in Cook County. Ms. Heideman noted that all screenings and cleanings are free for children and this is made possible with a grant from Delta Dental. Ms. Heideman announced that the Annual Golf Scramble will be held on October 2, 2016 at Superior National.
- d. **Board Members:** None
- e. **Correspondence:** None

Board Presentation – Physical Therapy and the Graston Technique – Elunia Steckelberg, DPT and April Gerard, PT – Ms. Steckelberg began by giving a warm thank you to Ms. Heideman and the North Shore Health Care Foundation for the grant that allowed the purchase for the Graston Technique tools. Ms. Steckelberg provided a summary of the PT staff and the areas of specialties available. The Graston Technique is a form of instrument-assisted soft tissue mobilization that uses specially designed stainless steel instruments. This technique is used for any orthopedic injury due the soft tissue component that can be addressed. This method has been clinically proven to achieve quicker and better outcomes for treating a variety of soft tissue injuries such as Achilles tendinitis, Plantar Fasciitis, Tennis or Golfer's elbow, as well as back and neck pain/strain. The Physical Therapist uses these instruments to identify and effectively break down scar tissue and muscular/fascial restrictions as part of a comprehensive treatment approach to restore optimal mobility and decrease pain. Ms. Steckelberg and Ms. Gerard provided a demonstration on how the tools work.

Old Business

- a. **2015 Strategic Plan Update:** Strategic Initiative 3. Communication and Community Relations was reviewed and discussed.
- b. **2016 – 2017 Strategic Plan Update:** Ms. Wraalstad stated the revised 2016 – 2017 Strategic Plan has not been completed.
- c. **Facility Update:** The completion together with pictures were sent to Rex Stromquist at the Minnesota Department of Health on July 20. This includes an update of all of the requested changes and updates. The Fire Marshall completed his survey on June 23 and issued his certificate of compliance. Once Mr. Stromquist reviews and accepts the update, he will notify Shellae Detrick from the Licensing Division of the Minnesota Department of Health. There will be another site visit from the Regional Office of the Health Department. Even upon receiving all of the site visits and proper certificates, Rory Smith and John Geissler will need to give their final approval to occupy the new the rooms. Once all these milestones are reached, it is our goal to move all the residents into the new wings of the facility in three days. The available outside space was discussed. Residents currently cannot go outside

to the courtyard without an employee. There is not a wander-guard system on the outside border fences of the courtyard.

d. Other: None

Financial Reports

Vera Schumann presented the June 2016 Executive Summary and Financial Report. North Shore Health generated income from operations of \$52,399, performing \$147,107 ahead of budget. Gross hospital patient revenues of \$1,078,040 are \$60,065 or 6% greater than budget. Care Center revenues are at budget. June acute patient days of 12 are 15 days or 56% under budget with swing bed patient days of 54 running 2 days or 4% ahead of budget. Care Center resident days of 853 are 2% ahead of budget with occupancy of 77%. At or ahead of budget are Observation 0%, Emergency visits 30%, Colonoscopy 30%, Lab 4%, and Home Health 22%. Below budget are PT/OT 19% and Ambulance Runs 26%. Total operating expenses of \$1,092,637 are \$122,708 (10%) less than budget. With the non-operating income and tax levy monies, there was a net gain of \$134,601 for the month.

New Business

- a. HCAHPS Update – Jennifer Dowden:** Following the Strategic Planning Session, Jennifer Dowden, RN - Corporate Compliance Coordinator, was asked to present HCAHPS statistics in comparison to other critical access hospitals with rehab facilities. The hospitals closest in comparison were Lake View Memorial Hospital in Two Harbors and Community Memorial Hospital in Cloquet. The comparisons with State and National averages were reviewed. For 2015, Lake View did not have any viewable results, which could be a result of either not reporting or not enough volumes. Ms. Dowden stated that our facility does not always meet the requirement for minimum volume needed to report; however we have met the reporting criteria for 2015 and 2016. In order to report and provide reliable data, a facility is required to have 50 surveys, according to Hospital Compare. Ms. Dowden presented data that shows that our facility is performing at par or higher than the other critical access hospitals and also the State and National averages in all of the criteria reported. Survey questions include, "Patients who reported that their nurses "Always" communicated well" – North Shore Health 92%, with State Averages at 82% and National Average at 80%, "Patients who reported that their doctors "Always" communicated well" – North Shore Health 95%, with State Averages at 84% and National Average at 82%. Within the facility, there are departmental benchmarks that are constantly being analyzed as managers strive to improve upon quality measures and continually work to meet and exceed the needs of the patients. Ms. Dowden then presented information comparing North Shore Health's averages from 2015 to 2016 for Quarter 1. This data shows that the quality of care provided by North Shore Health has increased by multiple percentage points in almost every area. There was one patient who turned in an unsatisfactory survey, and this in turn lowered 2016 percentages. Ms. Dowden noted that the facility is under construction so the percentage for 'Quietness of Hospital Environment' did drop by 3%. Ms. Dowden hopes to provide Quarter 2 comparisons shortly.
- b. Other: None**

Management Report

The filing period for the District 2 and District 4 Hospital Board Members begins on Tuesday, August 2 and ends at 5:00 p.m. on Tuesday, August 16, 2016. The notice has been sent to the paper and will be posted at the Post Offices in each Cook County community. A probable solution has been achieved to the problem of patients needing

portable oxygen. Bridget Sobieck has worked with Lake Superior Medical Supply and they have agreed to place two portable oxygen concentrators at our facility. Individuals needing immediate home oxygen will be issued the portable concentrator. North Shore Health will be responsible to complete the appropriate paperwork and obtain a physician order. Lake Superior Medical Supply will bill the patient or their insurance. This is a process similar to the process used for nebulizers and other medical equipment. Kimber Wraalstad will be attending the 2016 MHA Annual Meeting/Leading Age 2016 Annual Meeting to be held September 21 – 23, 2016. Ms. Wraalstad also provided a Wilderness Health Update.

Break for Lunch: 11:20 a.m.

Reconvene: 12:08 p.m.

Construction Update –

Shelly Peterson, Josh Christenson, Scott Schaefer, Josh Kostick and Jesse Work from Boldt Construction and John Geissler and Jessica Derynck from DSGW were present to provide a construction update. Ms. Peterson began by introducing the Josh Christenson, new Project Manager and Scott Schaeffer, new Project Superintendent for the project. The handrail and grab bar issue highlighted some quality concerns with the project. John Geissler, Kimber Wraalstad, Rory Smith and Ms. Peterson have spoken extensively about the concerns. Boldt Construction has implemented a Performance Improvement Plan that has resulted in some personnel changes. A project reset meeting is also occurring with Boldt and all the subcontractors. Ms. Peterson and Josh Kostick then presented the July 2016 Progress Report. The following areas were highlighted and discussed in detail:


- Safety Risks and Concerns – One – Shoulder strain
- Lost time – None
- Project Update
 - Phase 1 - Care Center (southeast and northwest)
 - Continue with Interior Finishes
 - Develop Punchlist Items
 - Continue with Siding
 - Site
 - Miscellaneous Grading
 - Installation of Electrical Light Bollards
 - Phase 1 - Hospital
 - Start Underslab Utilities
 - Continue Steel Erection
 - Complete North Side Concrete Foundations
 - Miscellaneous Backfill
 - Begin Waterproofing Foundations
 - Begin Concrete Slab on Grade Work
- Planned work
 - Phase 1 - Care Center (southeast and northwest)
 - Complete Puchlist Items
 - Complete Siding
 - Turnover
 - Phase 2 - Care Center
 - Begin Demolition

- Site
 - Work on North Area Slope
 - Mezzanine
 - Complete Weather Barrier
 - Phase 1 - Hospital
 - Complete Underslab Utilities
 - Continue Steel Erection
 - Continue Miscellaneous Backfill
 - Begin Exterior Metal Studs
 - Continue Concrete Slab on Grade Work
- RFIs – 85 requests for information to the Architect, 3 RFIs open at this time
 - ASIs – Fourteen Architect’s Supplemental Instructions
 - RFPs – 32 requests for proposals
 - Submittals – Log reviewed
 - Risks/Opportunities – Reviewed
 - Field Manpower – Jobsite total – 37
 - Equipment Onsite – Reviewed
 - Communication plan and blog site – Reviewed
 - Financial Update
 - Pay application #11 (06-01-2016 to 06-30-2016) for \$899,342.92 was approved on July 7, 2016.
 - Contingency Usage – The contingency log was reviewed in detail
 - Communication Plan – 19 Notes from Boldt have been sent and the average Blog Site views are 17 per day.

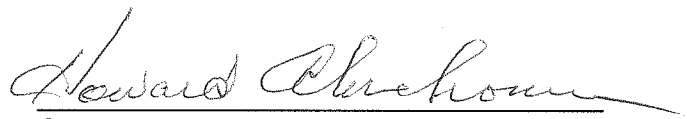
Tom Spence asked Ms. Wraalstad, Mr. Smith and Mr. Geissler if they were satisfied with Boldt’s Performance Improvement Plan and actions taken to date to respond to the concerns. They all stated they appreciated Boldt’s response to the concerns raised. However Boldt personnel will need to gain back confidence with their ongoing actions.

Adjourn

The regular meeting adjourned at 12:52 p.m.



 Chairman



 Clerk