



COOK COUNTY HOSPITAL DISTRICT  
BOARD MINUTES FOR OCTOBER 19, 2017

**Call to Order** – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on October 19, 2017 at 8:59 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 September 2017 and the Medical Staff Reports from August 2017 and September 2017 were discussed.

**Reconvene** - The North Shore Health Board reconvened in regular session at 9:29 a.m.

**Roll Call**

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

**Others Present:** Kimber Wraalstad, Vera Schumann, Casey Bronikowski, Dr. Milan Schmidt (p), Sandra Barkley, Heidi Doo-Kirk (p), Kay Grindland (p), Jessica Dyrnck (p), Darrin Pursley (p), Patrick Loughrin (p) via teleconference

**Approval of Agenda** – J. Mueller made a motion to accept the meeting agenda, S. Nielsen 2<sup>nd</sup>, all ayes.

**Public Comments:** None

**Approval of Minutes for September 14, 2017** – S. Nielsen made a motion to approve the minutes for September 14, 2017. J. Mueller 2<sup>nd</sup>, all ayes.

**Updates:**

- a. **Clinic Board:** None
- b. **County Board:** Heidi Doo-Kirk announced that Allison McIntire has accepted the position as the Human Services Director for Cook County Public Health and Human Services (PHHS). With her current position being vacated, PHHS will be hiring to replace her position. At this time, the preliminary levy for the County is set at 19.9%.
- c. **North Shore Health Care Foundation:** None
- d. **Board Members:** Ms. Olson reviewed the information she received at the MHA Trustee Conference held at the end of September. MHA President Lorry Massa discussed legislative updates. Ms. Olson spoke about the issues facing our community such as housing for applicants and new hires. There was discussion

regarding the use of interpreters. The Metro area is currently planning Emergency Preparedness for the 2018 Super Bowl, which will be held at the U.S. Bank Stadium in St. Paul. In light of recent awareness brought to the community regarding racial bullying, Mr. Nielsen asked if our facility has addressed the racial discrimination and bullying. It was noted North Shore Health is losing an employee as a direct result of this racial discrimination and bullying. Mr. Nielsen feels that we should add our voice to this discussion.

**e. Correspondence:** None

**Board Presentation – Care Partners, Kay Grindland**

Ms. Grindland provided updated statistics from Care Partners. Care Partners currently serves over 120 clients and has approximately 60 volunteers. Over the past year, the Senior Rides program has provided over 11,000 miles in rides to and from healthcare providers for appointments, exams, surgery follow-ups, etc. Care Partners has recently initiated a Chore Program where volunteers help seniors with household chores such as stacking wood or seasonal yard and household chores. The Dementia Friends Information Session was well attended and the next session will be held on Wednesday, November 1 from 12pm – 1pm at Birch Grove. Care Partners has several programs, educational sessions, and volunteer opportunities available. The recently published Care Partners newsletter was distributed.

**Old Business**

- a. 2017 Strategic Plan Update:** Strategic Initiative 5. Patient/Resident Experience was reviewed and discussed.
- b. Facility Update:** Ms. Wraalstad provided the Board with a Facility Update. The tentative completion date for the last wing of the Care Center is set for the end of November, early December. After completion, it will be necessary for surveys by the Minnesota Department of Health Engineering Division and the Certification and Licensing Division.
- c. Works of Art Project:** Tim Young has returned to the community. Mr. Young will be asked to again participate in this project. Howard Hedstrom approached Ms. Wraalstad inquiring about his mother-in-law commissioning works of art.
- d. Other:** None

**New Business**

- a. 25 Questions – What is Resident Experience?** This question was asked in correlation to the current Strategic Initiative. Are we doing the best we can to provide the residents with a positive experience? Ms. Bloomquist stated that the residents should be able to participate in their care and have the opportunity to choose the care plan for their treatment. As the Care Center is developing households, Ms. Bloomquist feels that the residents should feel like they are at home. The residents were actively involved in the planning for the new facility. They were asked about how to develop the aesthetic feel and look like home. We also need to look beyond the aesthetic. We need to move toward providing services as they are convenient to the resident, such as waiting until the resident wakes to give medication. Staff will need to become more flexible instead of regimented in their care. Residents are able to communicate with their family via technology, cell phones, iPad, laptops, etc. Mr. Nielsen ask about the June 23, 2016 Board motion regarding Senior Services in the community. It was suggested North Shore Health consider the needs of seniors in the community.
- b. Other:** None

## **Financial Reports**

Ms. Schumann presented the September 2017 Executive Summary and Financial Report. North Shore Health generated loss from operations of \$159K for the month of September, performing \$14K less than budget. Gross hospital patient revenues of \$1,263K are \$121K ahead of budget. Care Center revenues are \$68K less than budget for the month of September. With the non-operating income and tax levy monies, there was a net gain of \$93,907 for the month. September acute patient days of 25 are 1 or 10% greater than budget. Swing bed patient days of 35 are 18 or 34% less than budget. Care Center resident days of 873 are 147 days or 14% less than budgeted with occupancy at 79% compared to a budget of 92%. Care Center days were budgeted assuming Care Center phase 2 and 3 would be completed but the completion dates have been significantly delayed. Volumes at or ahead of budget for the month are Emergency 22%, Colonoscopy 10%, CT/MRI 32% and Ambulance 44%. Volumes behind budget are Observation 46%, PT/OT 6%, Laboratory 3%, and Home Care 27%.

**Leadership Education** – Bob Willis, HR Director - Thomas-Killmann Conflict Mode Instrument: Mr. Willis reviewed the Thomas-Killmann Conflict Mode Inventory (TKI). The TKI indicates the preferred style of dealing with conflict; noting individuals use all styles in different situations. For those Board Members who completed inventory, their results were distributed. Mr. Willis explained the results and compared certain types of conflict modes to other types based on results of this inventory as well as the Myers-Briggs Type Indicator. Mr. Willis provided education in how to work through conflict and how to problem solve and communicate effectively. During the November Board Meeting, Mr. Willis will present the Abilene Paradox Case Study. The outline for the Board Development Program was reviewed.

## **Management Report**

The Board of Pharmacy Surveyor inspected the new Pharmacy area on September 12, 2017. The pharmacy was given clearance to move to and begin to use the new space and the sterile compounding hood. North Shore Health will be providing a facility tour for Senator Tom Bakk, Representative Rob Ecklund, IRRRB Commissioner Mark Phillips and IRRRB ED/Development Steve Peterson on Wednesday, October 25. North Shore Health has been nominated for the 2017 Cook County Chamber Business of the Year award. The award will be announced during the Fall Gala sponsored by the Cook County Chamber of Commerce and Visit Cook County. The 2018 renewal rates for Blue Cross Blue Shield employee health insurance coverage are increasing 0.9% for the next year, which is a nice reprieve from the 19.5% increase in 2017. The annual Employee Benefits Fair will be held on Monday, October 30 with representatives from Blue Cross Blue Shield, Delta Dental, Meritain Dental, and OCHS here on site to answer questions and/or concerns and to assist employees in signing up or making changes to plans. Jay Arrowsmith DeCoux is coordinating a meeting for the various Cook County Elected Boards. The Grand Marais City Council would like to host an evening meeting to share information about the Grand Marais comprehensive planning process as well as providing an opportunity for the various Boards to bring each other up to date and to continue/start conversations about working together. Once dates are finalized, notification will be sent to Board Members.

## **Flu Shots for Board Members**

Shannon Curran, RN, Clinical Nurse Manager provided flu vaccine injections and a root beer for the Board Members. Jennifer Dowden, RN, Infection Control Coordinator, has been encouraging our employees and Board Members to come and have “a shot and a beer”.

## **Construction Update –**

Darrin Pursley from Boldt Construction was present in person and Pat Loughrin was present via the phone to provide a construction update. Jessica Dyrnck from DSGW was also present.

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

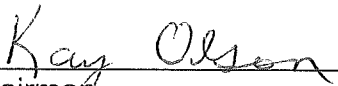
- Safety Risks and Concerns – None since the previous meeting.
- Lost time – None
- Project Update
  - **Phase 3 - Care Center**
    - Completed roofing and windows and have a watertight structure allowing interior finishes to proceed.
    - MEP rough-in is approximately 65 % complete.
    - Installation of drywall ceiling barrier complete.
    - October focus:
      - Completion of MEP rough-in, insulation and drywall installed.
      - Taping and finishing of drywall.
      - Exterior siding.
      - Exterior sidewalks and courtyard concrete work.
  - **Phase 2 – Hospital (ER)**
    - Pharmacy Department moved into the new area on 9-13 through 9-15.
    - Additional HVAC redesign is required to achieve certification of the Hazardous Hood.
  - **Phase 3H – Hospital (Radiology)**
    - MEP rough-in is substantially complete.
    - Interior walls, wall blocking and drywall installation is 90% complete with Taping and finishing proceeding.
    - Completed the steel overhead support for the x-ray area.
    - Floor grinding for floor leveling is complete.
    - October focus:
      - Completing wall finishes.
      - Above ceiling MEP rough-in.
      - Removal of the rooftop AHU and installation of the new AHU–3.
      - Completion of the exterior siding.
  - **Phase 4H - (Physical Therapy):**
    - Interior metal studs and wall blocking and MEP rough-in is 70% complete.
    - Floor grinding for floor leveling is complete.
    - Temporary ductwork was installed to serve the Lab and Radiology areas to allow replacement of AHU # 3.
    - Completed reframing exterior wall for new windows.
    - Installed exterior Dryvit finish and exterior windows.
    - October focus:
      - Installation of ductwork mains from new AHU # 3 to serve 3H and 4H areas.
      - Completing wall finishes.

- Above ceiling MEP rough-in.
  - Implement plans for temporary relocation of the main reception desk @ completion of lab and phase 3H.
- **Phase 6H – (Lab)**
  - Completed underground plumbing and floor patching for de-ionized water requirements.
  - Installation of interior walls, drywall and MEP rough-in.
  - Roof is now complete to allow completion of drywall in the Lab.
  - Lab analyzer equipment being scheduled for temporary installation starting 10-24 in room # 1094 Lab storage.
  - October focus:
    - Completing wall finishes.
    - Above ceiling MEP rough-in.
- **Main Entrance**
  - Completed excavation, site grading and foundation installation.
  - Erected the remainder of the steel structure.
  - Continuing with completing the installation of the exterior walls and roof area.
  - Start installation of exterior siding and canopy beam/column cladding.
- **Sitework**
  - Completed installation of the retaining wall and site backfill of the main entrance area.
  - October focus:
    - Installation of remaining concrete curbs, concrete and asphalt paving @ main entrance and facilities areas.
    - Installation of concrete sidewalks @ CC-3 courtyard.
    - Masonry work @ the Entrance signs.
    - Installation of exterior metal railing @ CC-2 area.
    - Landscaping following completion of the concrete and asphalt paving.
- RFIs – 216 requests for information to the Architect, 2 RFIs open at this time
- ASIs – Twenty-five Architect's Supplemental Instructions
- RFPs – 109 requests for proposals
- Submittals – Log reviewed
- Risks/Opportunities – Reviewed
- Field Manpower – Jobsite total – 59
- Equipment Onsite – Reviewed
- Financial Update
  - Pay application #26 (09-01-2017 to 09-30-2017) for \$76,075 was approved on October 5, 2017 and is waiting to be paid.
- Change Orders – Sixteen 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 – The average Blog Site views are 14 per day.

Photos of the project and the project phasing were reviewed.

**Adjourn**

The regular meeting adjourned at 1:23 p.m.

  
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Chairman

  
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Clerk