



COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR JULY 22, 2021

Call to Order – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on July 22, 2021 at 9:21 a.m. on Zoom and in the Board Room.

Adjourn to Closed Session – Mary Sanders made a motion to adjourn into closed session for the Quality Improvement and Medical Staff Reports. The motion was seconded by Patty Winchell-Dahl and the motion carried with all ayes.

Closed Session Summary - The Quality Improvement/Peer Review Report from June 16, 2021 and the June 16, 2021 Medical Staff Report were reviewed.

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

Roll Call

Members Present: Mary Sanders, Kay Olson and Patty Winchell-Dahl

Members Absent: Steve Nielsen and Randy Wiitala,

Others Present: Kimber Wraalstad; Paul Goettl; Greg Ruberg; Milan Schmidt, MD (p); Kate Surbaugh (p); Jennifer Dowden (p) and Doug Sanders (p)

Due to the COVID-19 Pandemic members of the Board (Kay Olson, Mary Sanders, and Patty Winchell-Dahl); Mr. Ruberg; Dr. Schmidt; Ms. Surbaugh, Ms. Dowden and Mr. Sanders attended the meeting via Zoom technology with the ability to hear and see the other participants. Ms. Wraalstad and Mr. Goettl attended in the Board Room of North Shore Health.

Approval of Agenda: Mary Sanders made a motion to accept the meeting agenda as presented; it was seconded by Patty Winchell-Dahl. The motion carried unanimously.

Public Comments: Doug Sanders commented that he has attended the various Minnesota Hospital Association education sessions with Ms. Sanders. He noted how highly regulated health care is and the important role of hospitals in the community. Mr. Sanders thanked all associated with North Shore Health for the work they do to support the community.

Approval of Minutes from June 17, 2021 – Mary Sanders made a motion to approve the minutes from the June 17, 2021 meeting as presented and the motion was seconded by Patty Winchell-Dahl. The motion carried unanimously.

Updates:

- a. **Clinic Board:** Kate Surbaugh joined the meeting and shared information about the ongoing COVID-19 vaccination clinics. Sawtooth Mountain Clinic is currently offering vaccination events in the lower level every other Thursday. Planning is also beginning in the event COVID-19 vaccination boosters are recommended. The operation of the Pharmacy continues to go well. To provide greater depth of staff, Sawtooth Mountain is looking for a part-time Pharmacist.
- b. **County Board:** Commissioner Mills was unable to attend the meeting.
- c. **Board Members:** Ms. Sanders and Ms. Winchell-Dahl recently attend the Trustee Conference sponsored by the Minnesota Hospital Association and shared information presented. The Quadruple AIM, financial challenges, the limitation of mental health services, the shortage of the health care workforce, unique challenges for rural health care and the long tail of the COVID-19 pandemic were the among the topics discussed.
- d. **Correspondence:** None.

Board Presentation – Infection Control – Jennifer Dowden, RN

Jennifer Dowden discussed the Who, What, Why, When, Where and How of Infection Control. Ms. Dowden is certified as a Basic Infection Preventionist and is working toward Certification in Infection Control. Infection Prevention and Control is the discipline concerned with preventing healthcare associated infections; a practical rather than academic sub-discipline of epidemiology. Infection Control prevents or stops the spread of infections in healthcare settings by breaking the Chain of Infection. The collaboration with Cook County Public Health and Sawtooth Mountain Clinic was highlighted. North Shore Health completed an Infection Control Assessment and Response Program (ICAR) assessment in 2017. This provided priorities to focus on for implementing a successful infection control program. The unprecedented infection control crisis of COVID-19 was discussed. Ms. Dowden highlighted the success of North Shore Health in responding to COVID-19: North Shore Living was the last nursing home in the State of Minnesota to have an “Outbreak”, Cook County has had no deaths from COVID-19, No residents were diagnosed with COVID-19, No residents died from COVID-19 and North Shore Living recently had a Minnesota Department of Health Survey with NO Infection Control deficiencies.

Financial Reports: Mr. Goettl presented the June 2021 financial statements. Patient days in the Acute Hospital were 2 days or 9.5% more than budget with inpatient revenue for the month being \$18K more than budget. Swing Bed days were 19 more than budget with revenue \$48K more than budget. Care Center days were 10 more than budget and revenue \$11K more than budget. Outpatient revenue of \$1,507K is \$371K or 33% more than budget. Net Operating Revenue of \$1,631K is 22% more than budget. Deductions from Revenue are \$143K more than budget. Much of the increase in contractual adjustments is a direct result of higher revenues without an increase in expenses. A 2019 Medicare Cost Report adjustment was also made. Total Operating Expenses of \$1,773K are 3% less than budget. The Net Income for the month of June 2021 of \$-23K is \$309K more than budget. The year-to-date Loss from Operations is \$823K, which is \$925K better than budget. Gross Patient Revenue is \$1,456K higher than budget year-to-date. The year-to-date Net Loss is \$472K, \$576K less than the budgeted loss. Year-to-date FTEs are 105.0, 8.5 less than budget. Days’ cash on hand remains strong at 319 days. Mr. Goettl reviewed the 2021 forecast. The forecast uses six months of actual numbers and six months of budgeted numbers. Due to the strong first months of 2021, gross patient revenue has been forecasted to be 6% greater than budget. Total operating expenses are forecasted to remain the same as budget. Mr. Goettl mentioned that no COVID-19 adjustments have been

made to the forecast. Kay Olson made a motion to accept the June 2021 financial statements. The motion was seconded by Mary Sanders and the motion carried unanimously.

Old Business:

- a) **Other:** None.

New Business:

- a) **Collection Policy Review:** The following collection policies were reviewed:

- Zero Tolerance Policy
- Bad Debt Collection
- Debt Collection Agency Policy
- Debt Collection Litigation/Garnishment
- Patient Financial Responsibility Policy
- Financial Assistance Program

The policies were updated with the 2021 Federal Poverty Guidelines. Annual review and approval of these policies are required by the Board. The history of the agreements with the Minnesota Attorney General and Minnesota Hospitals was reviewed. Mr. Goettl shared where the Patient Notice of Financial Assistance is found on the website and commented the information is shared on the statements sent to patient. Kay Olson made a motion to approve the policies as presented and the motion was seconded by Mary Sanders. Motion carried unanimously.

- b) **Other:**

- **Strategic Planning Meeting:** Ms. Olson requested the Board Members review their calendars for dates during the first week of October when we can hold a Board strategic planning meeting. A two day in-person session is being considered. A location that will allow for physical distance of participants will be sought. Ms. Wraalstad will send an email requesting available date.

Management Report:

The Management Report for July 2021 included in the Board materials was reviewed. During June and July, NSH continued to offer Pfizer vaccination events. Following the July 22 vaccination event, NSH will no longer host vaccination events as Sawtooth Mountain Clinic (SMC) is now able to obtain the Pfizer vaccine with the change in storage guidelines. SMC, Cook County Public Health, Grand Portage Health Services and NSH have worked collaboratively together so that over 73% of Cook County's total population has been vaccinated for COVID-19; the highest rate in Minnesota. The Households (Woods and Waves) residents are now able to interact with each other. Activities have been occurring with all the residents and being enjoyed by all! The Occupational Safety and Health Administration (OSHA) has issued an emergency temporary standard for health care for occupational exposure to COVID-19. Health and Human Services (HHS) has issued reporting guidance for the Provider Relief Funds (PRF) and opened the reporting portal. The guidance is still convoluted and not helpful. There has been a significant interest in COVID-19 testing for individuals who are traveling, particularly going across the Canadian border. Jennifer Backstrom and others are working on plans to provide this testing. In addition, the Laboratory is continuing to complete the validation testing and education to bring COVID testing in-house.

North Shore Health received our Private Airport License for the helipad. Activity has been proceeding in the Serenity Garden. It is anticipated the trees, shrubs and other perennials will be planted the week of July 19. It has been exciting to see activity in the Garden and watch the changes. The Serenity Garden Committee is planning an Open House for donors in September. During the week of May 24, 2021, the Care Center received our unannounced standard Federal survey, biennial State survey and a complaint survey from the Minnesota Department of Health.

The Statement of Deficiencies with seven federal tags with corresponding state licensing orders was received on Tuesday, June 22 and the Plan of Correction was submitted and approved. North Shore Health must submit the tax levy request by Wednesday, September 15, 2021. The September Board meeting is scheduled for September 30, 2021. Therefore, the discussion and decision about the 2022 levy request will occur during the August 19, 2021 Board meeting. Work is beginning on the 2022 operating and capital budgets. North Shore Health is planning to sponsor games and activities for children from 10:00 to 2:00 in the parking lot of the Security State Bank during Fisherman's Picnic. Shalom Richardson, EMT, is coordinating the event this year with the goal to provide activities for younger children attending Fisherman's Picnic. Michele "Goosie" Silence has agreed to serve as interim Director of Human Resources for North Shore Health upon the resignation of Shelly Starkey. The members of the Board recognized Ms. Starkey for her over 20 years of service to North Shore Health. Nick Cusick, Public Information Coordinator shared with Cook County, has resigned from his position effective Tuesday, July 13, 2021 as he has accepted the Events & Marketing Coordinator position at Visit Cook County MN. Dr. Dustin Lucarelli, general surgeon at St. Luke's, visited North Shore Health on July 14, 2021, to evaluate the possibility of providing a surgery outreach clinic in Grand Marais. It is possible that an outreach clinic could begin in Grand Marais in September 2021. A grant application has been submitted to the Lloyd K. Johnson Foundation for funds toward the purchase of two force platforms, software and camera system. Patrick O'Neill, DPT, Physical Therapist, completed the grant application and would direct the program. The grant application is requesting \$27,000 to purchase the force equipment. The Collaboration Committee for Sawtooth Mountain Clinic and the North Shore Health Board was held on July 6, 2021. A future meeting will be scheduled sometime in November. A Legislative update was provided and items of interest to North Shore Health were reviewed.

Board Planning Update:

The North Shore Health Board of Directors continued the discussions to assist in the development of the strategic plan. The regulatory requirements, Governing Body responsibilities noted in the Centers for Medicare and Medicaid (CMS) Conditions of Participation and services provided as a Critical Access Hospital were reviewed.

Adjourn:

A motion to adjourn the meeting was made by Mary Sanders and seconded by Patty Winchell-Dahl. The motion carried unanimously. The next regular meeting will be held on August 19, 2021.

The regular meeting adjourned at 11:50 a.m.



Chair



Clerk