



COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR MARCH 23, 2023

Call to Order – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on March 23, 2023 at 9:17 a.m. on Zoom and in the Board Room.

Adjourn to Closed Session – Patty Winchell-Dahl made a motion to adjourn into closed session pursuant to Minn. Stat. §144.581, subd. 5, which permits closure to discuss marketing activity and contracts related to the Hospital's competitive position with other health care providers that offer similar services, and pursuant to Minn. Stat. §145.64 subd. 1(d) to discuss decisions, recommendations, deliberations or documentation of a Review Organization. Mary Sanders seconded the motion and the motion carried unanimously.

Closed Session Summary - The Quality Improvement/Peer Review Report from February 15, 2023; the Medical Staff Report from February 15, 2023 and the March 15, 2023 Credentials Committee Report were discussed. Also discussed was inpatient/swing bed hospital services.

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

Roll Call

Members Present: Steve Frykman, Kay Olson, Mary Sanders, Randy Wiitala and Patty Winchell-Dahl

Members Absent:

Others Present: Kimber Wraalstad; Doug Montgomery; Greg Ruberg; Kurt Farchmin, MD (p); David Mills; Kathy Bernier (p); Doug Sanders (p)

Due to the COVID-19 Pandemic a member of the Board (Randy Wiitala), Doug Montgomery, Greg Ruberg, David Mills, Kathy Bernier and Doug Sanders attended the meeting via Zoom technology with the ability to hear and see the other participants. Steve Frykman, Kay Olson, Mary Sanders, Patty Winchell-Dahl, Kimber Wraalstad and Kurt Farchmin, attended the meeting at North Shore Health.

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

Public Comments: None.

Approval of Minutes for February 16, 2023 – Mary Sanders made a motion to approve the minutes from the February 16, 2023 meeting as presented and the motion was seconded by Steve Frykman. The motion carried unanimously.

Updates:

- a. **Clinic Board:** Kate Surbaugh was unable to attend the meeting but shared a written summary of activities at Sawtooth Mountain Clinic (SMC). The Public Health Emergency will be considered over as of May 11, 2023. SMC is working with state and national organizations to determine what this “unwinding” will mean for SMC operations. The most significant task at this time is Medicaid redeterminations. Redeterminations will be guided by MN Dept. of Human Services in partnership with the counties. Other PHE unwinding discussions, such as masking policies and other COVID-related protocols are under discussion. Melissa Beseres, LICSW, has joined the SMC Behavioral Health Team. SMC is working closely with their partners at the MN Association of Community Health Centers (MNACHC) regarding legislation, especially on the state level. Several bills in committee hearings could affect community health centers such as SMC. A copy of Ms. Surbaugh’s report has been forwarded to the Board Members. The Board Members expressed their thanks to Dr. Farchmin for his services and wish him well as moves from the community.
- b. **County Board:** Commissioner Mills commented that Cook County Public Health and Human Services will also be addressing the end of the Public Health Emergency and the need to reestablish redeterminations for Medicaid eligibility. There are changes occurring in the behavioral health team. Commissioner Mills discussed the Capital Improvement Plan and noted the meetings being held by Commissioner White at the Hovland Town Hall as many capital projects are in that areas. The ongoing discussion about the possibility of merging the EDA and HRA was highlighted by Commissioner Mills.
- c. **Board Members:** Ms. Sanders participated in the LeadingAge Minnesota Day at the Capitol and summarized the meetings that were held with Senator Hauschild and Representative Skraba. Ms. Olson discussed the previous strategic planning meetings and it was agreed that a meeting will be scheduled this summer before the budget process begins.
- d. **Correspondence:** None.

Board Presentation – High Points of HIPAA – Kathy Bernier, Privacy Officer/Health Information Manager/Patient Access Manager

Ms. Bernier shared basic HIPAA rules:

- Privacy Rule - Dictates the proper uses and disclosures of protected health information (PHI).
- Security Rule - Requires the confidentiality, integrity and availability of PHI
- Breach Notification Rule - Requires PHI breaches to be reported to the affected patients, the Department of Health and Human Services (HHS) and for larger breaches to the media.

Ms. Bernier focused her presentation on the elements of the Privacy Rule – Patient Rights, Accounting for Disclosures and Minimum Necessary Information. Common HIPAA violations were reviewed as were Incidental Disclosures. Incidental

Disclosures such as hearing a patient's name called in the lobby, overhearing patient's schedule appointments, overhearing conversations in shared workspaces, overhearing patient medical history when walking past a nurse station or patient room or seeing patients going into a department such as lab or x-ray are not HIPAA violations. North Shore Health does the following to protect patient privacy: All new employees receive HIPAA training before their first shift, yearly training is completed by all staff, audit trails are run monthly using a randomized list of staff including third party vendors and providers, reports are run for several dates that show all activity by staff, high profile patients, employees and employee family members are reviewed for inappropriate access and HIPAA policies are reviewed and updated as needed.

Financial Reports: Mr. Montgomery presented the February 2023 financial statements. Patient days and admission for the Acute Hospital were reviewed with inpatient revenue being \$38K more than budget. Swing Bed days were less than budget with revenue \$37K less than budget. Care Center occupancy was 74.0% and revenue was \$8K less than budget. Outpatient revenue of \$1,314M is \$137K or 11.2% more than budget. Net Operating Revenue for the month of \$1,616M is 13.39% more than budget. Deductions from Revenue are \$58K less than budget. Total Operating Expenses of \$1,929M are 13% more than budget. Pharmacy drugs are driving the higher than budgeted supplies expense but this correlates with the increase in outpatient revenue. The Net Loss for February 2023 of \$277K is \$88K less than budget. Days' cash on hand remains strong at 244, days in net accounts receivable is 39.0, the current ratio is 4.63 with the debt service coverage being 2.21. Patty Winchell-Dahl made a motion to accept the February 2023 financial statements. The motion was seconded by Randy Wiitala and the motion carried unanimously.

Old Business:

- a) **Other:** None.

New Business:

- a) **Other:** None.

Management Report:

The Management Report for March 2023 included in the Board materials was reviewed.

As of March 10, 2023, there have been one thousand six hundred forty four (1,644) confirmed cases of COVID-19 affiliated with Cook County; including self-reported positive antigen tests and Lab PCR reported tests. The current CDC transmission rate for Cook County is in the Low category, the Blue Classification.

With the sustained reduction of the transmission rate, mask use at North Shore Health has changed in non-patient/non-resident care areas. The specific changes were reviewed. The Public Health Emergency (PHE) will end on May 11, 2023. Guidance has not been issued on topics such as mask use, vaccination requirements and testing requirements. The Minnesota Department of Health follows the CDC guidance on mask use, vaccination requirements and testing requirements. As a frame of reference, North Shore Health's first Incident Command briefing was distributed on March 13, 2020.

The North Shore Health Care Foundation provided a generous donation to allow for the purchase of simulation manikin technology. Representatives from the Cook County News-Herald, WTIP and WDIO were in attendance. A copy of the media release and News-Herald article were included with the Management Report. North Shore Health

continues efforts to recruit employees from foreign countries. For employees in areas such as housekeeping, laundry, dietary and nursing assistants, the first step of the process has been started. Submission of the prevailing wage documentation has been made to the Department of Labor; this process needs to occur before the application process can begin. When a candidate is identified, then an application can be submitted for a permanent resident visa and that process can take up to several years. Candidates in professional positions are being identified for eligible H1B visas. This process is shorter and can occur in six to twelve months. North Shore Health is joining many organizations in sponsoring the Scrubs Camp to share information about healthcare careers with High School Students in Northeast Minnesota. Cook County Schools ISD-166 will be hosting a Job Fair and Career Expo on Friday, April 14. North Shore Health will have seven tables at the event and highlight a wide variety career choices in health care. The audit team from Clifton Larson Allen (CLA) has been working on the audit fieldwork since March 6. The presentation to the Board is still scheduled to be delivered at the May Board meeting. An interviewer from Vital Research was at North Shore Health during the week of March 13 to conduct the Care Center resident surveys. Family surveys have also been distributed and it is anticipated that the results from the surveys will be available later this summer.

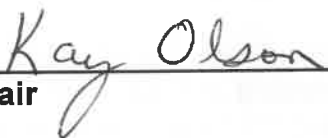
Adjourn:

Patty Winchell-Dahl moved to reconvene to a closed session for the purpose of discussing hospital services. Steve Frykman seconded the motion and the meeting returned to closed session at 10:35 a.m.

The closed session adjourned at 11:41 a.m.

A motion to adjourn the meeting was made by Patty Winchell-Dahl and seconded by Steve Frykman. The motion carried unanimously. The next regular meeting will be held on March 23, 2023.

The regular meeting adjourned at 11:43 a.m.



Chair



Clerk