

MEETING MINUTES RECORD

Meeting: Board of Directors – Virtual Meeting during COVID-19 Pandemic

Date: February 24, 2022 Location: Virtual Meeting

Start time: 5:02 pm Adjourn time: 7:41 pm

Board Members:

- Fred Rogers, Board Chair
- Sarah Carlsen, Vice-Chair
- Rick Estenson
- Michael Hemesath
- CC Linstroth
- Charlie Mandile
- Robert Morrison
- Rhonda Pownell
- Jami Reister

Staff:

- Steve Underdahl, CEO
- Jerry Ehn, COO
- Jeff Meland, MD., CMO
- Monty Seper
- Scott Edin, CFO
- Tammy Hayes, CNE
- Betsy Spethman, Director of Community Relations
- Kelly Velander (Recorder)
- Vern Lougheed

Others:

- Ben Martig, City Administrator
- Teresa Knoedler, Legal Counsel

Guests:

Jeff Mutz, HR Director

Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution
<ul style="list-style-type: none"> • Call to Order and Approval of the Agenda 	<p>The board meeting was called to order by Fred Rogers at 5:02 p.m.</p> <p>It was determined that it is was not feasible for members of the board of directors to be physically present at the board meeting due to the COVID-19 pandemic. The virtual meeting was held via WebEx.</p> <p>A closed session will follow the open meeting this evening pursuant to Minn. Stat 13D.05, Subd.3: To evaluate performance of an individual who is subject to the authority of the board.</p> <p>Items on the consent agenda (available on the portal):</p> <ul style="list-style-type: none"> • Meeting minutes (approve) <ul style="list-style-type: none"> ✓ Board Meeting- (1/27/22) • Meeting minutes (accepted) <ul style="list-style-type: none"> ✓ Budget and Finance Committee (1/27/22) 	<p>A motion was made by Robert Morrison and seconded by CC Linstroth to approve the regular and consent agendas as presented. Motion carried.</p>	<p>Closed.</p>
<ul style="list-style-type: none"> • Reports 			

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1. Hospital Chief of Staff Report		No updates provided.	Closed																																							
<ul style="list-style-type: none"> Approval of Applications for Medical Staff Membership/ Privileges 	<p>The medical staff applications from the Credentials Committee were presented for approval.</p> <p>Appointments</p> <table border="1" data-bbox="378 373 852 457"> <thead> <tr> <th>Practitioner #</th> <th>Category</th> <th>Privilege</th> </tr> </thead> <tbody> <tr> <td>4134</td> <td>AH:I</td> <td>Nurse Practitioner-OB</td> </tr> </tbody> </table> <p>Reappointments</p> <table border="1" data-bbox="378 493 852 898"> <thead> <tr> <th>Practitioner #</th> <th>Category</th> <th>Privilege</th> </tr> </thead> <tbody> <tr> <td>4030</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> <tr> <td>3819</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> <tr> <td>3822</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> <tr> <td>4031</td> <td>AH:I</td> <td>Optometry</td> </tr> <tr> <td>7009</td> <td>Active</td> <td>FM/ EM/ Acupuncture</td> </tr> <tr> <td>7102</td> <td>Active</td> <td>EM/FM</td> </tr> <tr> <td>4028</td> <td>AH:D</td> <td>Physician Assistant</td> </tr> <tr> <td>3829</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> <tr> <td>4029</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> <tr> <td>3837</td> <td>AH:I</td> <td>Behavioral Health</td> </tr> </tbody> </table>	Practitioner #	Category	Privilege	4134	AH:I	Nurse Practitioner-OB	Practitioner #	Category	Privilege	4030	AH:I	Behavioral Health	3819	AH:I	Behavioral Health	3822	AH:I	Behavioral Health	4031	AH:I	Optometry	7009	Active	FM/ EM/ Acupuncture	7102	Active	EM/FM	4028	AH:D	Physician Assistant	3829	AH:I	Behavioral Health	4029	AH:I	Behavioral Health	3837	AH:I	Behavioral Health	A motion was made by CC Linstroth and seconded by Sarah Carlsen to accept the recommendations from the Medical Executive Committee as presented. Motion carried.	Closed
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<ul style="list-style-type: none"> Presentations/ Discussion / Action Items 																																										
<ul style="list-style-type: none"> Pay Equity Report 	Jeff Mutz, Human Resources Director, shared the Pay Equity Report. This report is required to be acknowledged by the board every three years.	Information only.	Closed.																																							
<ul style="list-style-type: none"> Annual City of Northfield Presentation 	<p>Ben Martig, City Administrator, and Mayor Rhonda Pownell presented the annual City of Northfield report. The following items were included in the report</p> <ul style="list-style-type: none"> 2021-2024 City of Northfield Strategic plan The NH+C/City Playbook 	Information only.	Closed.																																							
Executive and Committee Reports																																										
<ul style="list-style-type: none"> CEO Report 	<p>Steve Underdahl, CEO, reported on the following:</p> <p>COVID-19 Update:</p> <ul style="list-style-type: none"> COVID cases and hospitalizations are down. There are new changes to hospital visitation rules. We are keeping an eye on the new Omicron COVID variant, BA.2 that is now being seen in the United States and around the world. 	Information only.	Closed.																																							

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	<p><u>Strategic update:</u></p> <ul style="list-style-type: none"> NH+C 2026 Visioning retreat went well. Information obtained will be synthesized and be reviewed for next steps in the strategic planning process. EHR is moving closer towards go-live. The Northfield Urgent Care Clinic continues to make progress and interviews for staff have taken place. The NH+C Foundation is ready for a more formal launch in the very near future. Donation options will be made available to both employees and the public. 100% of funds received will be used to grow and enhance our capabilities to better care for those in our communities. <p><u>Operations update:</u></p> <ul style="list-style-type: none"> Volumes are down. Elko New Market property is now expected to close by the end of April. Workforce issues continue to dominate healthcare provider concerns around the state. Inflationary pressures are being felt more broadly with regards to the price of stuff, price of talent and the leveling of financial reimbursements. <p><u>Outreach</u></p> <ul style="list-style-type: none"> Steve continues to meet with Angie Craig's healthcare team leaders. Steve participated in a WCCO podcast regarding workforce issues. 		
<ul style="list-style-type: none"> Financial Report 	<p>Scott Edin, CFO, presented the January financial report</p> <p><u>January Key Drivers</u></p> <ul style="list-style-type: none"> Inpatient Admits were 15% under forecast Emergency Dept visits were 15% under forecast Surgery procedures were 8% over forecast <p><u>Financial Outcomes</u></p> <ul style="list-style-type: none"> Net Operating Revenues were \$763K under forecast Gross Revenues were \$1.9M under forecast Deductions were \$1.5M under forecast Bad Debt was \$39K under forecast <p><u>Financial Notes</u></p> <ul style="list-style-type: none"> Recognized \$287K of COVID grants Investment losses were \$1.7M for the month Purchased services of \$158K to Mayo for COVID testing; our purchase of two analyzers has helped reduce this cost 	Information only.	Closed.

Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution
<ul style="list-style-type: none"> Community Relations Committee Summary 	<p>CC Linstroth shared the information from the February 22nd meeting.</p> <ul style="list-style-type: none"> Thankful to be able to offer financial support locally with the grant funds approved. 	Information only.	Closed.
<ul style="list-style-type: none"> Roundtable, Announcements and Questions 	No announcements.	Information only.	Closed.
<ul style="list-style-type: none"> Closed Session 	<p>Prior to the start of Closed session, everyone was excused from the meeting except board members. At 6:31 pm the Board went into Closed Session pursuant Minn. Stat 13D.05, Subd.3: To evaluate performance of an individual who is subject to the authority of the board.</p>	<p>Motion made by Robert Morrison and seconded by Jami Reister to move into the closed session. Motion carried.</p>	Closed.
<ul style="list-style-type: none"> Adjourn 	The meeting was adjourned at 7:41 p.m.	<p>Motion made by Sarah Carlsen and seconded by Michael Hemesath to adjourn meeting. Motion carried.</p>	Closed.