

# Meeting Minutes Record

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

**Date:** July 28, 2022

**Location:** Virtual Meeting

**Start Time:** 5:03 pm

**End Time:** 6:46 pm

**Board Members Present:** Fred Rogers- Board Chair, Sarah Carlsen- Vice-Chair, Michael Hemesath, Robert Morrison, Rhonda Pownell, Jami Reister

**Staff Present:** Steve Underdahl- CEO, Jerry Ehn- COO, Jeff Meland- CMO, Monty Seper, Scott Edin-CFO, Betsy Spethman- Director of Community Relations, Kelly Velandar (Recorder), Vern Lougheed

**Others Present:** Ben Martig- City Administrator, Teresa Knoedler- Legal Counsel

**Board Members Absent:** Rick Estenson, CC Linstroth, Charlie Mandile

**Staff Absent:** Tammy Hayes- CNE

**Others Absent:**

## Call to Order and Approval of the Agenda

The board meeting was called to order by Fred Rogers at 5:03 p.m.

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.

Items on the consent agenda (available on the portal):

- Meeting minutes (approve)
  - Board Meeting (June 23, 2022)
- Meeting minutes (accepted)
  - Quality Committee (June 14, 2022)
- Revised Privilege List for OB/GYN, FP an CNM

**Action: A motion was made by Robert Morrison and seconded by Jami Reister to approve the regular and consent agendas as presented. Motion carried.**

**Follow-up/Resolution: Closed.**

## Reports

### Hospital Chief of Staff Report

**Action: No updates provided.**

**Follow-up/Resolution: Closed.**

### Paste Title (Arial 12pt, Blue Bold font, Heading 2 text style)

The medical staff applications from the Credentials Committee were presented for approval.

#### Appointments:

- 4144: Locum Tenens Only, OB/GYN
- 4143: AH:I, CNM
- 4156: Telemedicine, Teleradiology
- 4140: AH:I, Behavioral Health
- 4145: Locum Tenens Only, OB/GYN
- 4154: AH:I, CNM

#### Provisional Status:

- 4070: AH:I, Behavioral Health
- 4064: AH:I, Behavioral Health
- 4066: AH:I, Behavioral Health
- 4073: AH:I, Behavioral Health
- 4068: AH:I, Behavioral Health
- 4069: AH:I, Behavioral Health

#### Reappointments:

- 3768: Affiliate, Emergency Medicine
- 3691: Telemedicine, Teleradiology
- 3771: Telemedicine, Teleradiology
- 3682: Telemedicine, Teleradiology
- 3941: Active, Pediatrics
- 3864: Affiliate, Pathology
- 3683: Telemedicine, Teleradiology
- 3686: Telemedicine, Teleradiology
- 7194: Active, Ophthalmology
- 7245: AH:I, Behavioral Health
- 3684: Telemedicine, Teleradiology
- 3236: Active, IM and EM
- 3873: AH:I, Behavioral Health

- 3960: Telemedicine, Teleradiology

**Action: A motion was made by Michael Hemesath and seconded by Sarah Carlsen to accept the recommendations from the Medical Executive Committee as presented. Motion carried.**

**Follow-up/Resolution: Closed.**

## **EHR Report**

Vern Lougheed, Director of IT/ITS, provided an update on the go-live of the new electronic health record software implementation and current state.

Dr. Seper also thanked all of those involved in the implementation process and commented that this software assists greatly in helping patients with more ease.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Executive and Committee Reports**

### **CEO Report**

Steve Underdahl, CEO, reported on the following:

#### **COVID-19 Update:**

- Community transmission rates remain high throughout counties in Minnesota.
- Local hospitalization numbers have vacillated.

#### **Strategic update:**

- EHR go-live is going well. Thank you to the team!
- Staffing challenges continue. This continues to cause a delay in the opening of the NH+C urgent care.
- Multi-disciplinary groups continue to make great strides.

#### **Operations update:**

- Volumes continue to be uneven.
- Staffing continues to be rate limiting and expensive.
- Other inflationary pressures continue to have a negative impact.
- The new EHR conversion will result in negative short term operational impact.

#### **Policy:**

- Steve Underdahl participated in rural health taskforce with Angie Craig.
- A new 9-8-8 crisis and mental health resource line has been established and will be beneficial.
- Northfield Hospital was recognized in Becker's Hospital review to be among 429 hospitals from CMS' nationwide report with a 5-star rating.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Financial Report**

Scott Edin, CFO was not able to share June financials due to delay with implantation of the new EHR.

These results will be shared at the August 18th Board meeting.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Budget and Finance Committee Verbal Report**

Fred Rogers shared a brief summary regarding the financing options reviewed at this Budget & Finance Committee meeting. NH+C will use this financing to replenish funds used for previous projects.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Roundtable, Announcements and Questions**

Nothing shared.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Closed Session**

Prior to the start of Closed session, everyone was excused from the meeting except board members.

At 6:22 pm the Board went into Closed Session pursuant to Minn. Stat. CH. 13D.05 Subd.3(b), which permits closure for attorney-client privileged communications.

**Action: Motion made by Sarah Carlsen and seconded Robert Morrison to move into the closed session. Motion carried.**

**Follow-up/Resolution: Closed.**

## **Adjourn**

The meeting was adjourned at 6:46 pm.

**Action: Motion made by Sarah Carlsen and seconded by Charlie Mandile to adjourn meeting. Motion carried.**

**Follow-up/Resolution: Closed.**