



**COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR DECEMBER 17, 2020**

Call to Order – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on December 17, 2020 at 9:15 a.m. on Zoom and in the Board Room.

Adjourn to Closed Session – Randy Wiitala made a motion to adjourn into closed session for the Quality Improvement/Peer Review, Medical Staff and Credentials Committee Reports. The motion was seconded by Justin Mueller and the motion carried with all ayes.

Closed Session Summary - The November 18, 2020 Medical Staff Report with December 16, 2020 Credentials Committee information were reviewed and discussed.

Reconvene – Kay Olson reconvened the North Shore Health Board in regular session at 9:30 a.m.

Roll Call:

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

Members Absent:

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

Due to the COVID-19 Pandemic the members of the Board (Kay Olson, Sharon Bloomquist, Justin Mueller, Steve Nielsen, and Randy Wiitala); Mr. Ruberg; Dr. Schmidt; Ms. Dowden; Ms. Sanders; Mr. Sanders and Ms. Surbaugh 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: Steve Nielsen made a motion to accept the meeting agenda as presented; it was seconded by Randy Wiitala. Motion carried unanimously.

Public Comments: None

Approval of Minutes for November 19, 2020 – Steve Nielsen made a motion to approve the minutes from the November 19, 2020 meeting as presented and the motion was seconded by Randy Wiitala. Motion carried unanimously.

Updates:

- a. **Clinic Board:** Kate Surbaugh shared information regarding Sawtooth Mountain Clinic (SMC). Together with Cook County Public Health, SMC is planning for the distribution of the COVID vaccine when it becomes available for distribution beyond health care providers and Care Center residents. The company that supports the server for SMC's EMR and Email system has been impacted by ransomware. The server host, NetGain, supports many clinics and other businesses and they have all been impacted. The support of the SMC employees has allowed clinic operations and care to patients to continue, albeit without the ability to document in the EMR. The Lab and Radiology have also been supportive in getting information to the Clinic. The SMC Pharmacy will have a "soft" opening beginning on January 5, 2021. Contracts with the major insurers have not yet been finalized. The courier with the Silver Bay Pharmacy will continue during the phased opening of the SMC Pharmacy. Ms. Surbaugh also shared information about the GivingTree program.
- b. **County Board:** Commissioner Mills is attending another meeting.
- c. **Board Members:** None.
- d. **Correspondence:** None.

Board Presentation – HCAHPS Survey – Jennifer Dowden, RN

Ms. Dowden reviewed the results from the January 2020 to December 2020 Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) surveys. HCAHPS is the patient satisfaction survey required by CMS. The response rates were as follows: Inpatient - 27/59 (46%), Observation - 9/25 (36%) and Swing bed - 12/33 (36%). Questions on the survey include communication with Nursing staff, communication with Doctors, communication regarding medication, quietness at night, cleanliness, pain management, discharge information and overall rating of the Hospital. The responses show consistent positive responses from quarter to quarter. A future presentation by Ms. Dowden will compare North Shore Health to State and National averages.

Financial Reports: Mr. Goettl presented the November 2020 financial statements. Patient days in the Acute Hospital were 19 days or 95% more than budget with inpatient revenue \$40K more than budget. Swing Bed days were 15 less than budget with revenue \$3K less than budget. Care Center days were 3 more than budget and revenue \$26K more than budget. Outpatient revenue of \$877K is \$242K or 22% less than budget. Net Operating Revenue for the month of \$1,448K is 1% less than budget. Total Operating Expenses of \$1,607K are 3.0% less than budget. The Net Loss for November of \$99K is \$35K better than budget. The year-to-date Income from Operations is \$78K, which is \$1,524K better than budget. Gross Patient Revenue, year-to-date, is down \$1,240K from budget, primarily as a result of impact from COVID-19. Expenses directly related to COVID from March thru November total \$300K. Deductions from Revenue are \$947K better than budget associated with lower patient revenue, 2018 Medicare Cost Report settlement and lower Community Care and Bad Debt. The year-to-date Net Income of \$648K is \$1,678K better than budget. Other operating revenue includes \$1.6M of COVID-19 grant funding. Guidance from the Department of Health and Human Services continues to be monitored regarding the calculation of lost revenues attributable to COVID. Due to the continued unknown of the accounting rules for the Provider Relief Funds, no grant funding was recorded in November. Year-to-date FTEs are 106.2, 7.7 less than budget. Days' cash on hand remains strong at 338 days. Mr. Goettl also reviewed the 2020 forecast with eleven months actual figures and one months projected revenue and expenses. Adjustments were made to actual expenses as known. The 2020 Financial Forecast was used as a foundation to develop the 2021 operating budget.

Old Business:

- a) **Stroudwater Recommendation:** The recommendation of Eric Shell and Dan Given from Stroudwater Associates regarding the possible conversion of Nursing Home Beds to Critical Access Bed status was discussed. This will require legislative action to allow for an increase to a total of 25 hospital beds and will need further discussion with both the Minnesota Health Department and Minnesota Department of Human Services. It was unanimously agreed to continue to explore the feasibility of this option and proceed with the necessary legislative and regulatory changes.
- b) **Other:** Ms. Surbaugh and the Sawtooth Mountain Clinic Collaboration Committee are amenable to a meeting in 2021 and they would like to continue with Dr. Halbersleben as a facilitator. Available dates are being identified in January 2021.

New Business:

- a) **Election Results:** Congratulations were offered to Mary Sanders, District 2 and Kay Olson, District 4 on their election as Hospital District Board Members. The abstract and review by the Canvassing Board were reviewed. Randy Wiitala made a motion to accept the results of the 2021 Hospital District Board election. The motion was seconded by Steve Nielsen and the motion carried unanimously.
- b) **2021 Capital Budget:** Mr. Goettl presented the proposed 2021 capital budget of \$604,200. Mr. Goettl reviewed the process for the development of the budget and noted examples of equipment included in the budget are those needing replacement, those making tasks more efficient and those needed to meet regulatory requirements. Steve Nielsen moved the adoption of the 2021 Capital Budget as presented. The motion was seconded by Randy Wiitala and the motion carried unanimously.
- c) **2021 Operating Budget:** The 2021 operating budget was reviewed. Mr. Goettl included a written summary of the proposed budget that was included with the Board materials. The 2021 volume and statics budget, preliminary FTE budget, patient revenue by department, consolidate operating budget and cash requirements were reviewed in detail. Mr. Nielsen thanked Mr. Goettl for all his work on the budgets including the written detail provided in the Board materials and the organized and cohesive presentation. Steve Nielsen moved the adoption of the 2021 Operating Budget as presented. The motion was seconded by Randy Wiitala and the motion carried unanimously.
- d) **Other:** This was Justin Muller's last meeting as the Board Member representing District 1. Mr. Nielsen commented he was appreciative of Mr. Mueller's diligence, humor and good way of thinking. A motion was made by Steve Nielsen and seconded by Kay Olson to recognize Justin Mueller for his dedicated service to the citizens of Cook County and Grand Portage Indian Reservation as a member of North Shore Health Board of Directors. The motion passed unanimously and enthusiastically.

Management Report:

The Management Report for December 2021 included in the Board materials was reviewed. The routine COVID-19 testing of employees was reviewed. The Lab is completing the installation and validation requirements to allow increased COVID-19 testing in-house rather than to rely on Reference Labs. Visitation at North Shore Health is still limited. Essential Caregivers can still visit their residents/patients and compassionate visits in both the Hospital and North Shore Living are allowed in specific circumstances. NSH has received the monoclonal antibody treatment, Bamlanivimab or Casirivimab/Imdevimab. The Northeast Regional Healthcare Coalition has been holding vaccine planning meetings. The first round of vaccinations is expected to begin the week of December 21, 2020. Currently 96% of employees have received their flu shot! As usual, flu shots are available to all employees

and are provided to employees at no charge. The process for enrollment in the 340B Drug Pricing Program continues to move forward. It is expected to "go live" with the 340B program in early 2021. Beginning on January 1, 2021, each hospital operating in the United States will be required to provide clear, accessible pricing information online about the items and services provided. Kathy Bernier has been working with TruBridge to develop the online information required for price transparency. The proposal to share a Public Information Coordinator with Cook County was approved by the Board of Commissioners. The position has been posted and will close on December 11. Applications have been received and interviews will be scheduled with representatives from both North Shore Health and Cook County. The Joint Elected Boards meeting was held on Tuesday, December 15, 2020. The next scheduled meeting of the Joint Elected Boards is scheduled for Thursday, January 21 in Grand Portage and over Zoom. The 2021 Minnesota Hospital Association Winter Trustee Conference is scheduled for January 14 – 15, 2021 via the virtual technology. Those Board Members interested in attending should provide their registration form to Ms. Wraalstad by Tuesday, December 22. The dates for the 2021 Board Meetings were confirmed as follows:

- Thursday, January 21, 2021
- Thursday, February 18, 2021
- Thursday, March 18, 2021
- Thursday, April 22, 2021
- Thursday, May 27, 2021
- Thursday, June 17, 2021
- Thursday, July 22, 2021
- Thursday, August 19, 2021
- Thursday, September 30, 2021
- Thursday, October 21, 2021
- Thursday, November 18, 2021
- Thursday, December 23, 2021

Adjourn:

A motion to adjourn the meeting was made by Justin Muller and seconded by Steve Nielsen. The motion carried unanimously. The next regular meeting will be held on January 21, 2021.

The regular meeting adjourned at 11:31 a.m.

Kay Olson
Chair

Sharon Bloomquist
Clerk