



**COOK COUNTY HOSPITAL DISTRICT
BOARD MINUTES FOR NOVEMBER 19, 2020**

Call to Order – Kay Olson called the meeting of the Cook County Hospital District Board of Directors to order on November 19, 2020 at 9:15 a.m. on Zoom and in the Board Room.

Adjourn to Closed Session – Justin Mueller 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 Randy Wiitala and the motion carried with all ayes.

Closed Session Summary - The October 22, 2020 Quality Improvement/Peer Review Committee Report and Medical Staff Report with November 18, 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; Mary Sanders; Doug Sanders; Kate Surbaugh (p); Sharon Berglund (p); Patrick O’Neil (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; Ms. Sanders; Mr. Sanders; Ms. Surbaugh; Ms. Berglund; and Mr. O’Neil attended the meeting via Zoom technology. Ms. Wraalstad and Mr. Goettl attended in the Board Room of North Shore Health.

Approval of Agenda: Justin Mueller made a motion to accept the meeting agenda as presented; it was seconded by Steve Nielsen. Motion carried unanimously.

Public Comments: None

Approval of Minutes for October 22, 2020 – Steve Nielsen made a motion to approve the minutes from the October 22, 2020 meeting as presented and the motion was seconded by Randy Wiitala. Motion carried unanimously.

Updates:

- a. **Clinic Board:** Kate Surbaugh provided an update on the progress of the Sawtooth Mountain Clinic (SMC) In-house Pharmacy. The Pharmacy passed the Board of Pharmacy inspection and has received their license. This will allow SMC to proceed with the DEA license and contracting with the third party payors. The employees for the Pharmacy have been hired and will begin onboarding in December. Various nonprescription items will be available but items will need to be requested at the counter. SMC has given over 1,500 flu shots and the drive up flu shot clinics worked well. Flu shots are still available and Ms. Surbaugh noted that SMC is evaluating the addition of the High Dose Flu shots for next year. Ms. Surbaugh also noted the daily phone calls at SMC have doubled since the beginning of the COVID-19 Pandemic.
- b. **County Board:** None.
- c. **Board Members:** None.
- d. **Correspondence:** None.

Board Presentation – TelePhysical Therapy – Sharon Berglund and Patrick O’Neil

Ms. Berglund and Mr. O’Neil joined the meeting and discussed the ability to provide physical and occupational therapy using telemedicine. This technology has allowed patients to be seen by the therapists in their own home with a virtual visit. As concerns about the COVID-19 Pandemic began limiting the entrances into North Shore Health, Mr. O’Neil coordinated the availability of therapy services using telemedicine. The initial assessment must be completed in-person, but then patients can have their follow-up appointments using the remote technology. It was commented that following the pandemic, this technology can be used by patients who don’t want to travel, either because of weather or distance. Ms. Berglund has contacted patients to inquire about their satisfaction using the TelePhysical Therapy and if they would use this service again. Patients appreciated the option and most would use the TelePhysical Therapy in the future. Testimonials from patients were shared.

Financial Reports: Mr. Goettl presented the October 2020 financial statements. Patient days in the Acute Hospital were 6 days or 20% less than budget with inpatient revenue \$10K less than budget. Swing Bed days were 6 less than budget with revenue \$10K more than budget. Care Center days were 5 more than budget and revenue \$18K more than budget. Outpatient revenue of \$1,193K is \$10K or 1% less than budget. Net Operating Revenue for the month of \$1,714K is 9% better than budget. Total Operating Expenses of \$1,600K are 3.0% less than budget. The Net Income for October of \$162K is \$204K better than budget. The year-to-date Income from Operations is \$177K, which is \$1,489K better than budget. Gross Patient Revenue, year-to-date, is down \$1,057K from budget, primarily as result of impact from COVID-19. Expenses directly related to COVID from March thru October total \$250K. Deductions from Revenue are \$784K 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 \$671K is \$1,606K better than budget. Other operating revenue includes \$1.6M of COVID-19 grant funding. The Department of Health and Human Services continues to issue revised guidance regarding the calculation of lost revenues attributed to COVID. The most recent guidance is concerning and efforts remain to revert to the original June guidance. Year-to-date FTEs are 106.69, 7.3 less than budget. Days’ cash on hand remains strong at 328 days. An advance payment of \$3.5M was received from CMS and will need to be repaid beginning in September 2021. The application has been made for the forgiveness of the \$1.4M Small Business Administration Payroll Protection Program loan. Verbal confirmation has been received of the approval. Mr. Goettl also reviewed the 2020 forecast with ten months actual figures and two months projected revenue and expenses;

adjustments are being made to known areas. This information was used as a foundation for the draft of the 2021 operating budget.

2021 Budget: Mr. Goettl provided a preliminary review of the draft 2021 Capital and Operating Budgets. The 2020 Capital items purchased or planned to be purchased were reviewed and projected to be \$443K compared to the 2020 Capital Budget of \$550K. The initial draft of the proposed 2021 Capital Budget is \$699K. The 2021 Volume and Statistics budget was then reviewed by Mr. Goettl. Department Leaders participated in the review process and recommended 2021 volumes based upon past experience and attempting to determine the impact of COVID-19. Mr. Goettl created an FTE Budget for 2021 and a worksheet identifying the proposed revenue for 2021 by Department. Patient service revenue is based upon the budgeted volume and 2.0% charge increase for hospital services. The Care Center rates are estimated as the 2021 rates have not been provided by the Minnesota Department of Human Services. The preliminary 2021 Operating Budget was then reviewed. Operating expenses were reviewed by category; it was noted that expenses are still being reviewed. The Cashflow Statement was reviewed including the Levy of \$1.3M. The finalized draft of the 2021 proposed Capital and Operating Budget will be presented at the December Board meeting.

Old Business:

- a) **Other:** None.

New Business:

- a) **Unbudgeted Capital Equipment – Lab Analyzer:** Ms. Wraalstad presented information regarding the request to purchase a Cepheid GeneXpert Analyzer at the cost of \$46,400. Steve Nielsen made a motion to approve the purchase of the Cepheid GeneXpert Analyzer as recommended. The motion was seconded by Randy Wiitala and the motion carried unanimously.
- b) **Shared Communication Coordinator:** A recommendation of a shared Communications Coordinator with Cook County was presented. The position would be an employee of Cook County but the employment costs would be equally split between North Shore Health and Cook County. Steve Nielsen made a motion to endorse the addition of a Communication Coordinator, subject to the support of the Cook County Board of Commissioners. The motion was seconded by Justin Mueller and the motion carried unanimously.
- c) **Other:** None.

Management Report:

The Management Report for November 2020 included in the Board materials was reviewed. With the increasing number of cases in Cook County, COVID-19 continues to be a primary focus of North Shore Health. The routine testing of employees, volunteers, essential caregivers and physicians was reviewed. As a result of the increased positivity rate and the sharp increase in community spread of COVID-19 in Cook County, visitation to North Shore Health was temporarily suspended. The use of universal eye protection and surgical/KN-95 masks by all employees anytime they are in the building has been implemented. North Shore Living has enrolled in the Upper Midwest Nursing Home COVID-19 ECHO Collaborative. This involves 16 weeks of sessions where expert faculty and attendees will share best practices, challenges, and solutions related to infection prevention and staff and resident protection from COVID-19. The Minnesota Department of Health is preparing for the allocation and distribution of COVID-19 vaccine. North Shore Health has completed all the registration information so we are ready to accept these items as they are distributed to Minnesota.

North Shore Health received approval from the Health Resources and Services Administration (HRSA) to participate in the 340B Drug Pricing Program (340B Program). The 2021 Minnesota Hospital Association Winter Trustee Conference is scheduled for January 14 – 15, 2021. This will be the first virtual Trustee Conference. Those Board Members interested in attending the Conference should contact Kimber.

Adjourn:

A motion to adjourn the meeting was made by Justin Muller and seconded by Randy Wiitala. The motion carried unanimously. The next regular meeting will be held on December 19, 2020.

The regular meeting adjourned at 11:15 a.m.

Kay Olson
Chair

Saron Bloomquist
Clerk