

**PELICAN VALLEY HOSPITAL DISTRICT BOARD OF TRUSTEES
MONTHLY BOARD MEETING MINUTES
JANUARY 23rd, 2023, 6:15 pm**

The Pelican Valley Health Center Hospital District Board of Trustees monthly meeting was held at 6:15 pm via Zoom and In-person on Monday, January 23rd, 2023. Richard Bratlien, Chairperson, called the meeting to order at 6:15 pm.

Board members present via roll call were,

1. Richard Bratlien, Chairperson
2. Mark Sjostrom, Vice-Chairperson
3. Dave Slotten, Treasurer
4. Brian Evenson, Secretary (via Zoom)
5. Brad Knorr
6. Les Rotz
7. Patrick Patterson
8. Shannon Erickson
9. Sue Bruggeman (via Zoom)
10. Trevor Steeves

The PVHC staff present at the meeting were Tyler Ahlf and Alicia Peterson.

Also present were Chad Miller, Krekelberg Law Firm, Angie Urman, and Marnie Gugisberg, Knute Nelson.

NOMINATING COMMITTEE-ELECTION OF BOARD OFFICERS

The Nominating Committee presented Rich Bratlien for Chairperson, Mark Sjostrom for Vice-Chairperson, Brian Evenson for Secretary, and Dave Slotten for Treasurer.

A motion was made by Shannon and seconded by Brad to nominate the positions as presented. Les made a motion to approve and Brad seconded the nominations. All Board Members present approved by a roll call vote.

CLIFTON LARSON ALLEN

CLA representatives presented the Audited Financials for Fiscal Year Ending 9.30.22

CONSENT AGENDA

A motion was made by Les and seconded by Shannon to approve the previous month's meeting minutes and the Board Meeting Agenda for January with one amendment to add a Board Action for Approval of the Audited Financials. All board members present approved by a roll call vote.

REPORTS TO THE BOARD

Legal Report - Nothing to report.

Executive Committee Report - Nothing to report.

Finance Committee - Dave Slotten reported that the Finance Committee met on January 11th and discussed several items: including the Tax Levy, CD options, a Care Center Wage increase for nursing staff, and seeking approval for an increased Capital Budget for deferred maintenance and projects.

Administrative Report - Marnie presented the December financial highlights and statements.

Tyler presented the Operations Report, including census updates across the campus. Tyler also discussed the items listed below.

- The Leadership Team started a sixteen-week Leadership Course called High Performing Teams (Simply Strengths). Seventeen Leaders across all divisions will be taking part in this exciting team building leadership growth journey.
- Pelican Valley received approval from Minnesota Department of Health to utilize an online CNA curriculum called OnTrack that will be led by Sara Metzger, RN Manager and CNA Instructor.
- The new awnings were installed at the Care Center and at Riverfront on Main; the sign installation is tentatively set for February depending on weather and shipping.
- MAHUBE-OTWA has a new childcare provider in their leased space at Riverfront on Main. It has been approximately five months since a childcare provider occupied this space.

BOARD ACTION AND CONCERNS

Approval of the monthly financials as presented - A motion was made by Dave and seconded by Les to approve the monthly financials. Motion carried by roll call vote of all board members present.

Approval for the Capital Expense Increase as proposed - A motion was made by Les and seconded by Trevor to approve the increase for Capital Item Projects as presented. Motion carried by a roll call vote of all board members present.

Approval for the Wage Increase as presented - A motion was made by Les and seconded by Mark to approve the Wage Increase as presented. Motion carried by a roll call vote of all board members present.

Approval for the Bell Bank CD as proposed by the Finance Committee - A motion was made by Les and seconded by Pat to approve the CD. Motion carried by a roll call vote of all board members present.

Approval for the Audited financials as presented by CLA - A motion was made by Dave and seconded by Les to approve the FY22 Audited Financials as presented. Motion carried by a roll call vote of all board members present.

ADJOURNMENT

Approval to adjourn the meeting at 7:36 pm - A motion was made by Les and seconded by Mark to adjourn the meeting. Motion carried by a roll call vote of all board members present.

Alicia Peterson, Recording Secretary