

(Attachment #1)

**BOARD OF DIRECTORS MEETING**

**DATE:** December 19, 2011

**DIRECTORS PRESENT:** Laurie Tomczak, Michelle Zwickey Christopher Thiessen, Kelly Goeb, Brett Collier, Kenneth Dahlberg, Gail Langhorst, Joanne Collier and Patricia Grace-Probst.

**OTHER ATTENDEES:** See attached listing

<b>AGENDA</b>	<b>DISCUSSION/CONCLUSIONS</b>	<b>RECOMMENDATIONS/ACTION WHAT/WHEN</b>
<b>ACTION AGENDA</b>	The Board of Directors meeting was called to order at 5:01 p.m. by Chairperson Zwickey.	
1. Approve Agenda	Additions were made to the agenda. Chairperson welcomed all visitors and asked if anyone wished to address the board.	Hearing no response, a motion: G. Langhorst, second: Thiessen to approve the agenda as amended. All ayes. Motion carried.
2. Consent Agenda	Consent agenda was presented. Correction was noted to the Special Meeting minutes of 11-30-2011. Patricia Grace-Probst was omitted as being absent.  Both the Facility Quality Committee and Medical Staff Quality & Peer Review minutes were distributed and recollected after Board review.	Motion: G. Langhorst, second: Tomczak to approve the agenda as amended. All ayes. Motion carried.
3. Safe Site Committee	Board members Thiessen updated the board on the Safe Site meeting which was held on Tuesday, November 29, 2011.	No action required at this time.
4. Medical Staff Report  - Credentialing Report	Dr. Gossett provided an update on her meeting with Mike Motley, VP-Regional Operations from Essentia Health.  Trina Lower presented the December 2011 Credentialing report.	Informational purposes only.  Upon Medical Executive Committee recommendation, motion: Collier, second: Thiessen to approve the December 2011 Credentialing report as presented. All ayes. Motion carried.
5. Essentia Update	Copy of the 2 <sup>nd</sup> Amendment to the Memorandum of Understanding was presented for board review. Acceptance of this amendment would extend the MOU date out to March 31, 2012.	Motion: J. Collier, second: B. Collier to accept the 2 <sup>nd</sup> amendment to the MOU as presented. All ayes. Motion carried.
6. Wellness Center Update	Facilities Management Supervisor provided a slide show of the construction process.	Informational purposes only.
7. Audit Update	The 2011 Fiscal Year Audit report will be presented to the Finance Committee on January 23, 2012 at 4:00 p.m. in Community Room #2.	Invitation to attend the presentation was extended to the full Board of Directors.

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8. Designation Legal Paper	This is an annual requirement of the Board of Directors. A special meeting of the board of Directors was held on December 8, 2011 to discuss Public Relations. It was consensus of the Board to designate the Arrowhead Leader as the legal paper for Mercy Hospital.	Motion: B. Collier, second: G. Langhorst to designate the Arrowhead Leader as the legal paper. 8 Ayes. 1 Nay (Thiessen). Motion carried.
9. Community Requests	The Willow River Hoops Club and the Moose Lake Police Department submitted requests for support of community projects. Further information was requested by the Board of Directors.	Both requests were tabled until the January 2012 meeting to allow Administration time to arrange representation from both organizations to be at the meeting to address questions of the Board.
10. Paging Policy	The Paging Policy & the quality improvement process relating to the policy were presented and discussed at the Medical Staff meeting. Recommended changes from the Medical Staff were reviewed.	Upon Medical Staff recommendation, motion: Thiessen, second: Goeb to adopt the policy edits and QI process as presented. It was noted that the effective date would begin on January 1, 2012. All ayes. Motion carried.
11. MHA Trustee Conference	The Trustee Conference will be held on January 6 <sup>th</sup> through the 8 <sup>th</sup> at the Plymouth Crown Royal Plaza. Anyone planning to attend should contact Administrative Assistant.	Informational purposes only.  A recess was called to accommodate Dr. Barbara Reed's arrival. Meeting reconvened at 6:10 p.m.
12. Medical Staff QI and Peer Review	Dr. Barbara Reed presented information from the Medical Staff Quality and Peer Review Committee relating to the committees current process and structure. Discussion followed on updating the Medical Staff bylaws.	Motion: Thiessen, second: G. Langhorst authorizing Administration to contract with Jennifer Reedstrom-Bishop of Gray Plant & Mooty to begin review of the Medical Staff By-laws. All ayes. Motion carried.
<b>ADJOURN:</b>	There being no further business the meeting was adjourned at 6:25 p.m.	Motion: G. Langhorst, second: Thiessen to adjourn the meeting. All ayes. Motion carried.
<b>APPROVED BY:</b>		<b>Board Clerk</b>
	<b>Signature</b>	<b>Title</b>