

Minutes for the Meeting of the Board of Trustees						
<b>Date</b>	January 22, 2024			<b>Time</b>	6 pm	
<b>Location</b>	CG Conference Room			<b>Minutes Prepared By</b>	Alyssa Nordmeyer	
<b>Members:</b>	P	Phil Jones, Chair	P	Laurie Everhardt	E	Jeff Meyers
	P	Ann Henninger Trax	P	Dr. David Rathe		
<b>Guests:</b>	Jodi Geerts, CEO		Angie Tye		Karen Thalacker	
	Joni Poppe		Nicole Myers		Alyssa Nordmeyer	
	Dr Dahlquist		Kelly Hilsenbeck		Heidi Solheim	
<b>Related Documents:</b>	Meeting Folder					

Agenda Items	Discussion/Notes	Action
<b>1. Meeting called to order</b>	Jones called the meeting to order at 6:02 pm.	
<b>2. Approval of Minutes*</b> a. <u>December 18, 2023 Minutes</u>	Minutes of the December 18th Board meeting were reviewed, and a motion was made to approve.	1 <sup>st</sup> : Henninger 2 <sup>nd</sup> : Dr. D Rathe Motion carried
<b>3. Celebrations</b>	New Board members! Welcome Dr. David Rathe and Jeff Meyers. Thank you to the facilities staff and staff for snow removal during our winter weather. Thank you to staff who worked during the snow events	
<b>4. Annual Board Reviews</b> a. Election of Officers* b. <u>Committee Assignments*</u> c. <u>Organizational Chart*</u> d. <u>Confidentiality Statement*</u> e. <u>Duality &amp; Conflict of Interest*</u>	a. Motion was made to keep appointments as follows: Jones as Chair and Henninger as Secretary. Motion approved. b. Committee Assignments were reviewed and updated. Motion was made to approve.	a. 1 <sup>st</sup> : Jones 2 <sup>nd</sup> : Everhardt Motion carried b. 1 <sup>st</sup> : Rathe 2 <sup>nd</sup> : Everhardt Motion carried c. 1 <sup>st</sup> : Henninger

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<ul style="list-style-type: none"> <li>f. <u>Authority of Health Center Environment of Care*</u></li> <li>g. <u>Resolution Naming Depositories*</u></li> <li>h. <u>Corporate Resolution Forms*</u></li> </ul>	<ul style="list-style-type: none"> <li>c. Org chart was reviewed. Edits were called out. Motion was made to approve.</li> <li>d. Confidentiality Statement was reviewed. Motion to approve was made.</li> <li>e. Duality &amp; Conflict was reviewed. Motion was made to approve.</li> <li>f. Authority of EOC was reviewed. Motion was made to approve.</li> <li>g. Resolution Naming was reviewed. Motion was made to approve.</li> <li>h. Corporate Resolutions were reviewed. Motion was made to approve. Nordmeyer will send via Docusign.</li> </ul>	<p>2<sup>nd</sup>: Everhardt Motion carried</p> <p>d. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Everhardt Motion carried</p> <p>e. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Everhardt Motion carried</p> <p>f. 1<sup>st</sup>: Henninger 2<sup>nd</sup>: Everhardt Motion carried</p> <p>g. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Everhardt Motion carried</p> <p>h. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Everhardt Motion carried</p>
<p><b>5. <u>C.E.O.'s Report</u></b></p>	<p>Geerts discussed her report. Provider onboarding and recruitment update was given. Discussion was had.</p> <p>Geerts discussed upcoming IHA opportunities and will follow up with an email.</p>	
<p><b>6. Medical Staff President Report</b></p>		
<p><b>7. Financial and Statistical Report *</b></p> <ul style="list-style-type: none"> <li>a. <u>Financial Presentation ppt.</u></li> <li>b. <u>Financial Report</u></li> <li>c. <u>Cash on Hand</u></li> </ul>	<p>Havlovic presented the financials as provided in the folder. Discussion was had. A motion was made to approve.</p>	<p>1<sup>st</sup>: Everhardt 2<sup>nd</sup>: Rathe Motion Carried</p>
<p><b>8. Finance Committee</b></p> <ul style="list-style-type: none"> <li>a. Minutes - None</li> <li>b. Capital Requests* <ul style="list-style-type: none"> <li>i. <u>MIC Tray*</u></li> <li>ii. <u>Sterilizers*</u></li> <li>iii. <u>Stryker Birthing Center Bed Replacement*</u></li> </ul> </li> <li>c. <u>Capital Report</u></li> <li>d. <u>Cash Investments &amp; Transfer Report</u></li> <li>e. Financial Assistance Requests</li> </ul>	<p>Capital requests were presented as included in the folder. Each request comes with a motion to approve and a not to exceed 180K for the bii. Sterilizers.</p> <p>Reviewed the capital and cash investments and transfer reports as included in the Board folder.</p>	<p>Bi. 1<sup>st</sup>: Henninger 2<sup>nd</sup>: Everhardt Motion carried</p> <p>Bii. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Henninger Motion carried</p> <p>Biii. 1<sup>st</sup>: Rathe 2<sup>nd</sup>: Everhardt Motion carried</p>
<p><b>9. Administrative Reports</b></p> <ul style="list-style-type: none"> <li>a. <u>CNO Report</u></li> <li>b. <u>HR Report</u></li> <li>c. CFO Report</li> </ul>	<p>Admin Reports were reviewed as included in the Board packet. Discussion was had.</p>	

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<ul style="list-style-type: none"> <li>d. <u>COO Report</u></li> <li>e. <u>CCO Report</u></li> <li>f. <u>COSO Report</u></li> <li>g. <u>CMO Report</u></li> <li>h. <u>Organization Committees</u> <ul style="list-style-type: none"> <li>i. <u>Environment of Care Committee - January</u></li> <li>ii. <u>Policy and Procedure Committee - January</u></li> </ul> </li> </ul>		
<p><b>10. Board Quality Committee</b></p> <ul style="list-style-type: none"> <li>a. <u>January 16, 2024 Minutes*</u></li> </ul>	<p>Minutes from the Board Quality committee were reviewed. Motion to approve comes from the committee. Motion carried.</p>	<p>1<sup>st</sup>: Jones 2<sup>nd</sup>: Henninger Motion carried</p>
<p><b>11. Medical Staff Committee Reports*</b></p> <ul style="list-style-type: none"> <li>a. <u>ED Provider-Emergency Services Committee</u> <ul style="list-style-type: none"> <li>i. <u>12/18/23 Meeting</u></li> <li>ii. <u>1/10/24 Email Approval</u></li> </ul> </li> <li>b. <u>General Medical Staff Committee – December</u></li> <li>c. <u>Lab Committee - January</u></li> <li>d. <u>Maternity Child Services Committee – January</u></li> <li>e. <u>MEC – Dec &amp; January</u></li> <li>f. <u>Outpatient Services Committee</u> <ul style="list-style-type: none"> <li>i. <u>Midwest Sleep Study Meeting Minutes</u></li> <li>ii. <u>01/08/24 Email Approval (RT Policies)</u></li> <li>iii. <u>01/10/24 Email Approval (CVS Policies)</u></li> </ul> </li> <li>g. <u>Pharmacy Therapeutics Committee - January</u></li> <li>h. <u>Radiology Committee - January</u></li> </ul>	<p>Medical Staff Reports were reviewed as included in the Board folder. Motion made to approve.</p>	<p>1<sup>st</sup>: Henninger 2<sup>nd</sup>: Everhardt Motion carried</p>
<p><b>12. Old Business</b></p>		
<p><b>13. New Business</b></p> <ul style="list-style-type: none"> <li>a. <u>Altera/Paragon Agreement*</u> <ul style="list-style-type: none"> <li>i. <u>Upgrade Agreement</u></li> <li>ii. <u>Upgrade Expenses</u></li> <li>iii. <u>Maintenace Agreement</u></li> </ul> </li> <li>b. <u>Initial Appointments*</u> <ul style="list-style-type: none"> <li>i. <u>Dr. Colin Deford, DO – PRN Walk-In Clinic, Family Practice</u></li> </ul> </li> </ul>	<p>Agreements and additional capital request (aii.) were presented. Motion was made to approve individually.</p> <p>Initial Appointments were discussed and reviewed as included in Board packet. Motion was made to approve.</p>	<p>Ai. 1<sup>st</sup>: Henninger 2<sup>nd</sup>: Rathe Motion carried Aii. 1<sup>st</sup>: Everhardt 2<sup>nd</sup>: Rathe Motion carried Aiii. 1<sup>st</sup>: Everhardt</p>

<ul style="list-style-type: none"> <li>ii. <u>Dr. David Kabel, MD</u> – Unity Point Cardiology Interpretations Cardiology</li> <li>iii. <u>Dr. Elizabeth Takacs,</u> <u>MD</u> – Mason City Clinics Urology, Urology Specialty Clinic</li> <li>iv. <u>Dr. Najmi Varzaneh,</u> <u>MD</u> – RCI Interpretations, Radiology</li> <li>c. Reappointments*           <ul style="list-style-type: none"> <li>i. <u>Bharucha, Neza MD</u> – Telemedicine, Psychiatry, Integrated Telehealth Partners</li> <li>ii. <u>Blake, Christina</u> <u>PMHNP-BC</u> – Telemedicine, ARNP- Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>iii. <u>Bradley, Heidi PMHNP-</u> <u>BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>iv. <u>Brownshield, Lori</u> <u>PMHNP-BC</u> – Telemedicine, ARNP- Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>v. <u>Cada, Maria PMHNP-</u> <u>BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>vi. <u>Embrescia, M. Megan</u> <u>MD</u> – Telemedicine, Psychiatry, Integrated Telehealth Partners</li> <li>vii. <u>Hatwig, Dana PMHNP-</u> <u>BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> </ul> </li> </ul>	<p>Motion was made to update the agenda to rescind iv &amp; vii from reappointments. Henninger moved approval.</p> <p>Reappointments were discussed and reviewed as included in Board packet. Motion was made to approve.</p>	<p>2<sup>nd</sup>: Rathe Motion carried</p> <p>b. 1<sup>st</sup>: Everhardt 2<sup>nd</sup>: Rathe Motion carried</p> <p>c. 1<sup>st</sup>: Henninger 2<sup>nd</sup>: Everhardt Motion carried</p>
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<ul style="list-style-type: none"> <li>viii. <u>Hesler, Janice PMHNP-BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>ix. <u>James, Joan MD</u> – Telemedicine, Psychiatry, Integrated Telehealth Partners</li> <li>x. <u>Johnson, Kathryn DO</u> – Telemedicine, Psychiatry, Integrated Telehealth Partners</li> <li>xi. <u>Kane, Tara PMHNP-BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>xii. <u>Morrison, Constance PMHNP-BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>xiii. <u>Thornberry, Krista PMHNP-BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> <li>xiv. <u>Wright, Shana PMHNP-BC</u> – Telemedicine, ARNP-Psychiatric and Mental Health, Integrated Telehealth Partners</li> </ul> <ul style="list-style-type: none"> <li>d. Updated Provider Privileges</li> <li>e. Change in Staff Category/Status - None</li> <li>f. Resignations</li> <li>g. Privilege Form Updates</li> </ul>		
<p><b>14. Policy and procedure, formularies, protocols and order sets *</b></p> <ul style="list-style-type: none"> <li>a. Policy Summary Sheets – Review all           <ul style="list-style-type: none"> <li>i. <u>General Summary Sheet</u></li> <li>ii. <u>CVS Policies</u></li> <li>iii. <u>Lab</u></li> <li>iv. <u>Pharmacy &amp; Therapeutics</u></li> <li>v. <u>Patient Care Leadership</u></li> </ul> </li> </ul>	<p>All policies and procedures, formularies, order sets and protocols were reviewed as provided in the packet. Discussion was had and a motion was made to approve all.</p>	<p>1<sup>st</sup>: Henniger          2<sup>nd</sup>: Rathe          Motion carried</p>

<p>b. <u>New:</u></p> <ul style="list-style-type: none"> <li>i. <u>Pharmaceutical Compounding - Sterile Preparations (CSP): Quality Assurance and Quality Control (Pharm)</u></li> <li>ii. <u>Pharmaceutical Compounding- Sterile Preparations (CSP): Operation, Maintenance &amp; Certification of the Cleanroom Suite - (Pharm)</u></li> <li>iii. <u>Pharmaceutical Compounding - Sterile Preparations (CSP): Demonstrating Competency in Garbing and Hand Hygiene - (Pharm)</u></li> <li>iv. <u>Pharmaceutical Compounding - Sterile Preparations (CSP): Competency Evaluation of Aseptic Manipulation - (Pharm)</u></li> <li>v. <u>Pharmaceutical Compounding - Sterile Preparations (CSP): Designated Person - (Pharm)</u></li> <li>vi. <u>Pharmaceutical Compounding - Sterile Preparations (CSP): Inspection of All CSPs Prior to Dispensing - (Pharm)</u></li> <li>vii. <u>Antenatal Colostrum Harvesting (BC/PCL)</u></li> </ul> <p>c. <u>Retire:</u></p> <ul style="list-style-type: none"> <li>i. <u>Injection Administration - (PCL)</u></li> <li>ii. <u>Cardiac Monitor - Cardiac Event Monitor - (RT)</u></li> <li>iii. <u>Measurement of Oximetry - (RT)</u></li> <li>iv. <u>Peak Flow Measurement - (RT)</u></li> <li>v. <u>Home Health Social Services - (Social Serv.)</u></li> </ul>		
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<ul style="list-style-type: none"> <li>vi. Use of Routine Provider's Standing Orders - (Pharm)</li> <li>vii. Stress Echo – (Cardio)</li> <li>d. <u>Master Formularies</u>*</li> <li>e. <u>Order Sets</u> *</li> </ul>		
<p><b>15. Closed Session *</b></p> <p>Iowa Code Chapter 21.5.1(i) – Closed session to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.</p>	<p>Motion was made at 7:01p to move into closed session.</p> <p>Attendees:</p> <p>Jones  Rathe  Henninger  Everhardt  Thalacker  Geerts  Tye</p>	<p>1<sup>st</sup>: Everhardt  2<sup>nd</sup>: Henninger  Motion carried</p>
<p><b>16. Open Session *</b></p>	<p>Motion to move into open session was made at 8:06p</p> <p>No action was taken in closed session.</p>	<p>1<sup>st</sup>: Henninger  2<sup>nd</sup>: Everhardt  Motion carried</p>
<p><b>17. Adjourn*</b></p>	<p>Henninger made a motion to adjourn.</p>	<p>Motion carried</p>

Next meeting will be held  
Monday, February 26, 2024  
6:00 p.m.  
CG Conference Room