

Members Present:
 Gary Burke
 Roger Johnson
 John Johnston
 Darold Wolff

Members Excused:
 Susan Vallem

Guests Present:
 Dan Rigel
 Jennie Waller

Speakers Present:
 Mike Trachta, CEO
 Lisa Bennett, CFO
 Iris Vering
 Amy VanGundy
 Mary Conway, CCS
 Heidi Solheim
 Karen Buls
 Rhonda DeBuhr
 Elly Steffen, COO

Minutes
 of the Meeting of the
Board of Trustees
 July 24, 2006
 7:00 p.m.
Carstensen/Gruben Room



Our Mission: Waverly Health Center will provide the highest quality, patient-focused health care.

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Burke at 7:00 p.m.	
II. Approval of minutes	Minutes from the 6/26/06 meeting were reviewed. A motion was made to approve the minutes as written.	1sr – Wolff 2 nd – Johnson Approved
III. Financial and Statistical Report	Bennett presented the financial and statistical report for June. A motion with a second was brought forth from the Finance Committee to approve the financial and statistical reports as written.	1 st – Burke 2 nd – Johnson Approved
IV. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Environment of Care • Home Health/Alternative Care 	The Performance Improvement, Environment of Care and Home & Community Health/Alternative Care reports were presented as included in the Board packets.	Accepted
V. CORS Report 1 st Quarter	Vering presented the 1 st quarter CORS report.	
VI. Quality Services Update	Vering presented a Quality Services update, including risk management and operational information for review.	
VII. C.E.O.'s Report <ul style="list-style-type: none"> • Auxiliary Annual Report • Performance Indicators Report • Trauma Certification • Rooftop Garden • CRNA Contract 	<p>Trachta presented the Annual Auxiliary Report as included in the Board packets. Trachta will send a letter expressing the Board's gratitude to the Auxiliary for the support they continue to provide to Waverly Health Center.</p> <p>Administrative Intern Amy VanGundy presented the annual performance indicators report.</p> <p>Trachta presented a statement of commitment from the Board, Administration and Medical Staff of WHC to support our level 4 trauma designation through financial, physical and human resources, and organizational structure. A motion was made to approve the statement of commitment as presented.</p> <p>Trachta announced that we are approximately \$30,000 away from our goal for the Vision Iowa grant. The deadline for the grant is August 10th. A motion was made to schedule a public hearing on the plans and specifications for the rooftop garden at the regularly scheduled September 25th Board meeting.</p> <p>Trachta presented an employment agreement for</p>	<p>1st – Wolff 2nd – Johnston Approved</p> <p>1st – Johnson 2nd – Wolff Approved</p>

	Rocky Fletcher, CRNA as emailed to the Board. A motion was made to approve the employment agreement as presented.	1 st – Wolff 2 nd – Johnston Approved
VIII. Medical Staff Report	No report.	
IX. Old Business <ul style="list-style-type: none"> • Construction Update • Property Acquisition 	No report. Trachta reported that he, Vallem and Steffen met with the Golf Commission last Tuesday. The Golf Commission recommended having the City hire an architectural firm they have utilized in past golf course renovations to develop drawings and cost estimates for the proposed hole relocation. A motion was made to pay \$5,750 for architectural fees for drawings and cost estimates.	 1 st – Johnston 2 nd – Johnson Approved
X. New Business <ul style="list-style-type: none"> • Appointments to Medical Staff: <ul style="list-style-type: none"> ▪ Joseph Kinsky, M.D. – ER ▪ Michael Schwemm, M.D. – ER • Reappointment to Medical Staff: <ul style="list-style-type: none"> ▪ Lee Fagre, M.D. – Family Practice ▪ Roger Skierka, M.D. – Family Practice ▪ Vinay Kantamneni, M.D. – Nephrology ▪ Bryan Sands, D.O. – Dermatology ▪ Gregory Lantz, D.P.M. – Podiatry ▪ Mary Nicol, D.O. – ER ▪ Daniel Britt, D.C. – Chiropractic ▪ Sara Jones, RN (Dr. Mauer) ▪ Joan Blanchard, RN (Dr. Delbridge) ▪ Jeanne Rothamel, RN (Dr. Bell) • Provisional to Regular Status on Medical Staff: <ul style="list-style-type: none"> ▪ Scott Torness, D.P.M. ▪ Wayde Blumhardt, CRNA • Revised Privilege Listings: <ul style="list-style-type: none"> ▪ Dermatology • New/Revised Policies: <ul style="list-style-type: none"> ▪ 18-Hour Oximetry/RT ▪ ABG Corrective Action Log/RT ▪ ABG Results Reporting/RT ▪ Adverse Reactions/RT ▪ Aerosol Therapy/RT ▪ Age Related Competency Performance/RT ▪ Analyzing Automatic QC Samples/RT ▪ Analyzing Patient Samples/RT ▪ Arterial Punctures/RT 	Trachta presented the appointments and reappointments to Medical Staff and the provisional to regular appointments as listed at left, noting that completed/verified application materials have not yet been received for Dr. Britt. The files have been reviewed by the Executive Committee of the Medical Staff. The Executive Committee recommends approval. A motion was made to approve the items, with the exception of Dr. Britt, as individually considered and recommended by the Executive Committee of the Medical Staff. Conway presented the revised privilege listing as listed at left, and included in the Board packets. Conway developed the form in collaboration with Dr. Sands. The form has been reviewed and is recommended for approval by the Executive Committee of the Medical Staff. A motion was made to approve the privilege listing as written. Trachta and Conway presented the new/revised policies as listed at left, and included in the Board packets. A motion was made to approve the policies as written and individually considered.	 1 st – Johnston 2 nd – Johnson Approved 1 st – Johnson 2 nd – Wolff Approved

- Auscultation/RT
- Authorization Arterial Sticks/RT
- Automatic Blood Pressure Monitor/RT
- Automated External Defibrillation (AED)/RT
- Blood Pressure/RT
- Body Mechanics/RT
- Breathing Exercises/RT
- Calibration Verification Procedure for RP405/RT
- Calibration (1 or 2 Point or Full)/RT
- Carbon Monoxide/RT
- Cardiac Arrhythmia Monitor/Cardiac Navigator/RT
- CPR/RT
- Cardiac Arrhythmia Monitor/RT
- Check Intubation Supplies/RT
- Competency Assessment Plan/RT
- Respiratory Orientation/New Employee/RT
- Critical Values/PFT/RT
- Critical Values/EKG, Rhythm Strip, Holter Monitor & Arrhythmia Monitor/RT
- Defective Equipment/RT
- Department Compliance/RT
- Department Safety Program/RT
- Duties of Day Shift/RT
- Duties, Night Shift/RT
- Duties of PM Shift/RT
- EEG/RT
- EKG Magnet Tracing (Pacemaker)/RT
- EKG/RT
- Exercise Induced Asthma/RT
- Hand Held Nebulizer Rx./RT
- Holter Monitor/RT
- Home Care Request/RT
- Incentive Spirometry/RT
- Infection Control/RT
- Location/RT
- Manual QC for RP405/RT
- Medical Chart Review/RT
- Meter Dose Inhaler (MDI) Teaching/RT
- Methacholine Challenge/RT
- Nonin Pulse Oximeter/RT
- Obtaining a Pulse/RT

- Obtaining a Sputum Specimen/Suctioning/RT
- Obtaining a Ventilatory Rate/RT
- Omnicide/Glutaraldehyde/RT
- Ordering Supplies & Capital Equipment/RT
- Oxygen De-Saturation with Exercise/RT
- Oxygen Therapy/RT
- Department P.I. Plan/RT
- Paramedic Coverage/RT
- Patient Assessment/RT
- Patient Identification/RT
- Patient Refusal of Treatments/RT

<ul style="list-style-type: none"> ▪ Peak Flow Monitor (Spir-O-Flow) & (Assess)/RT ▪ Aerosolized Pentamidine Therapy/RT ▪ Percussion & Vibration/RT ▪ Positive Expiratory (PEP) Therapy/RT ▪ Postural Drainage/RT ▪ Ventilator Preventive Maintenance/RT ▪ Blood Gas Proficiency Testing/RT ▪ Quality Control of Electrical Devices/RT ▪ PFT Quality Control/RT ▪ Re-Ordering RX/RT ▪ Reporting Critical ABG Values/RT ▪ Respiratory Standards/RT ▪ Resulting ABG's/RT ▪ Resuscitation & Defibrillation/RT ▪ RT Orders/RT ▪ RT Services/RT ▪ Scheduling Policy/RT ▪ Scope of Care/RT ▪ Shut Down Policy of Blood Gas Instrument/RT ▪ Spacer Teaching/RT ▪ Specific Charting Requirements/RT ▪ Specimen Acceptability & Rejection of ABG's/RT ▪ Sterile Tracheal Suction/RT ▪ Sputum Collection/Nursing/RT ▪ Obtaining a Sputum Specimen/ Suctioning/RT ▪ Storage of Equipment & Supplies/RT ▪ Storage of Records/RT ▪ Stress Test (GXT)/RT ▪ Storage of Measurement, QC & Wash/Waste Cartridges/RT ▪ Verbal & Telephone Orders/RT ▪ Verification & Identification of Written Orders/RT ▪ Wright Spirometer/RT ▪ Ethics Committee/Administration ▪ Exercise Prescription/Cardiac Rehab ▪ Risk Stratification/Cardiac Rehab ▪ Trauma Alert System/Patient Care/ER/ Ambulance ▪ Mechanical Ventilation/RT ▪ Sentinel Events/Administration ▪ Root Cause Analysis Guide/ Administration ▪ Change of Patient Status/Medical Emergency/Cardiac Rehab ▪ Disruptive Conduct Guidelines – Medical Staff/Administration <ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request – Telemonitoring ▪ Capital Request – Power Factor Update ▪ Capital Request – OB Overflow Doors on Med/Surg ▪ Capital Request – 7 Stryker Beds 	<p>Trachta reported that the Finance Committee met on July 20th. Minutes from said meeting were included in the Board packets. Trachta presented the following capital requests:</p> <ul style="list-style-type: none"> ▪ Telehealth 10 Monitors for Home Health at a cost not to exceed \$10,800/year – 5 year capital lease ▪ Power Factor for West Building at a cost not to exceed \$24,714.32 	
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<ul style="list-style-type: none"> ▪ Capital Request – CT Scanner • Personnel Committee • Customer Service Training • Announcements 	<ul style="list-style-type: none"> ▪ OB Overflow Doors on Med/Surg at a cost not to exceed \$14,921 ▪ (7) Stryker Beds for Med/Surg at a cost not to exceed \$42,303.80 <p>A motion was made to approve the above listed capital requests as presented.</p> <p>Trachta presented the following additional capital request:</p> <ul style="list-style-type: none"> ▪ Siemens 40 Slice CT scanner at a cost not to exceed \$813,600 (\$725,000 for the machine & \$88,600 for hardware/software) – 5 year capital lease <p>Discussion was held at length regarding the need to replace the CT scanner and the financial and patient care issues that are involved in the decision. A motion was made to approve the capital request for capital lease of the Siemens 40 Slice CT scanner as presented.</p> <p>Buls reported that the Personnel Committee met prior to this meeting. Alicia Jahnke was selected as the Employee of the Month for August. Jahnke, a Pharmacist was nominated by 4 co-workers for updating a much needed life-saving kit, the Rapid-Step Intubation (RSI) kit in the ER.</p> <p>Solheim presented a proposal from Custom Learning Solutions, as included in the Board packets, to provide customer service training and related services to WHC. Discussion was held at length regarding the cost of the proposal and how the proposed services directly relate to the strategic plan initiatives. A motion was made to approve the proposal as presented.</p> <p>Trachta reported that a meeting of the Executive Committee or the full Board may be necessary in August to discuss negotiations with the City regarding possible replacement of the cold storage building and creating a ½ block parking lot.</p> <p>Solheim reported that Beth Bruns has been hired to fill the Community Outreach and Development Manager position, she will begin on August 21st and will report to Solheim.</p>	<p>1st – Johnson 2nd – Wolff Approved</p> <p>1st – Johnston 2nd – Johnson Approved</p> <p>1st – Wolff 2nd – Johnson Approved</p>
<p>XI. Adjourn</p>	<p>A motion was made adjourn the meeting at 8:50 p.m.</p>	<p>1st – Johnston 2nd – Johnson Approved</p>

Next meeting will be held
September 25, 2006
7:00 p.m.
Carstensen/Gruben Room

Gary Burke, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer