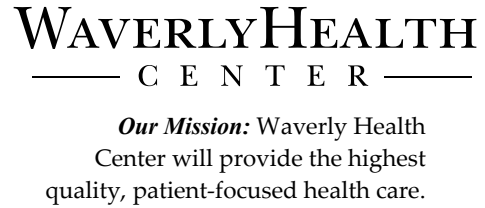


Members Present:
 Susan Vallem, Chair
 Gary Burke
 Roger Johnson
 John Johnston
 Darold Wolff

Guests Present:
 Rhonda DeBuhr
 Ron Mathias
 Dan Rigel
 Allison Schulz
 Jennie Waller

Minutes
 of the Meeting of the
Board of Trustees
 January 22, 2007
 7:00 p.m.
Carstensen/Gruben Room



Speakers Present:
 Mike Trachta, CEO
 Leah Briggs
 Lisa Bennett, CFO
 Iris Vering
 Heidi Solheim
 Elly Steffen

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:02 p.m.	
II. Approval of minutes	Minutes from the 1/8/07, 12/29/06 and 12/18/06 meetings were reviewed. A motion was made to approve the minutes as written. Trachta introduced Allison Schulz, a Wartburg student who will be shadowing him this term.	1 st – Johnson 2 nd – Johnston Approved
III. Featured Department – Radiology, Leah Briggs	Leah Briggs presented information about the functions and goals of the Radiology department.	
IV. Financial and Statistical Report	Bennett presented the financial and statistical report for December. 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
V. FY08 Budget	A motion was made to approve the preliminary operating budget as presented. A motion was made to approve the preliminary capital budget as presented. A public hearing regarding the budgets will be scheduled to take place at the February 26 th meeting. At that time the Board will receive public comments regarding the budgets and offer final approval.	1 st – Burke 2 nd – Johnson Approved 1 st – Johnston 2 nd – Wolff Approved
VI. Rooftop Garden <ul style="list-style-type: none"> • Resolution to Approve Bids & Contractor 	Trachta presented a listing of the bids received for the Tendrils Rooftop Garden project, and a letter from InVision recommending Youngblut Construction, Inc. as the lowest responsible bid at \$1,045,000. Discussion was held regarding the option of deducting operable windows and window operators (Alternate #1), and/or deducting the audio visual system (Alternate #2). The Board agreed that the integrity of the project and the goals for the facility would be compromised by both of these deductions. A motion was made to adopt the resolution making award of contract and approving contract with Youngblut Construction, Inc. as presented for \$1,045,000.	1 st – Wolff 2 nd – Johnson Approved
VII. CORS Report – 3 rd Quarter	Vering presented the 3 rd Quarter CORS report along with IHA benchmarking data.	Accpeted

<p>VIII. Committee/Department Reports:</p> <ul style="list-style-type: none"> • Performance Improvement • Home Health/Alternative Care 	<p>The Performance Improvement and Home & Community Health/Alternative Care reports were presented as included in the Board packets.</p>	<p>Accepted</p>
<p>IX. C.E.O.'s Report</p> <ul style="list-style-type: none"> • Home Health Advisory Board Member Reappointment (Dr. Lee Fagre, Dr. James Rathe, Deb Schroeder, Ann Killion, Teresa Moerer, and Rhonda DeBuhr) 	<p>A motion was made to reappoint the Home Health Advisory Board Members as listed at left.</p> <p>Trachta reported that the General Surgery candidate we have been speaking with has not signed a contract. At this time the search will be opened to additional candidates.</p> <p>Trachta reported that Dr. Nkadi, a non-invasive cardiologist was on campus today to interview and tour the hospital.</p>	<p>1st – Burke 2nd – Johnson Approved</p>
<p>X. Annual Business</p> <ul style="list-style-type: none"> • Annual Competency Reports • Review of Board Bylaws • Contracted Services Review • Confidentiality Statement • Duality and Conflict of Interest • Election of Officers 	<p>Trachta presented the 2006 Annual Competency Report. A motion was made to approve the Competency Report as written.</p> <p>Trachta presented the Board of Trustees Bylaws for annual review. Discussion was held regarding the description of the Personnel Committee on page 4. A motion was made to approve the following revision:</p> <p>Section 5. The Personnel Committee shall consist of a Chair and one other member of the Board. An alternate member for the Committee will also be named. The Personnel Committee shall review, for Board action, all salary schedules and personnel policies. The Personnel Committee shall serve as the final appeal body in the Fair Treatment Procedure (see the personnel manual) and the Grievance Procedure Relating to Discrimination. The Personnel Committee shall meet at least twice per year.</p> <p>A motion was made to approve the Bylaws as reviewed and revised.</p> <p>Trachta presented the list of contracted service providers for review. This information will be reviewed by the Medical Staff at their February meeting. A motion was made to approve the contracted services review contingent upon approval from the Medical Staff.</p> <p>Trachta presented the annual Confidentiality statement. Board members reviewed and signed the statement.</p> <p>Trachta presented the annual Duality and Conflict of Interest statement. Board members reviewed and signed the statement. It was noted that Roger Johnson's statement from last year shall remain in effect.</p> <p><u>Election of Officers:</u> A motion was made to approve the nomination of</p>	<p>1st – Johnston 2nd – Wolff Approved</p> <p>1st – Wolff 2nd – Burke Approved</p> <p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Johnston 2nd – Johnson Approved</p> <p>1st – Wolff</p>

	Susan Vallem to the position of Chair of the Board of Trustees and Gary Burke to the position of Secretary of the Board of Trustees. Vallem and Burke both accepted appointment to the positions as listed.	2 nd – Johnston Approved
XI. Medical Staff Report	No report.	
XII. Press Ganey Patient Satisfaction Survey Reports	Solheim presented the Press Ganey patient satisfaction quarterly reports for Inpatient, Outpatient Surgery, Emergency Room, Outpatient Services, and Home Health.	
XIII. Service Excellence Update	Steffen presented an update on the Service Excellence initiative. A workshop entitled Winning with Difficult People will be held on February 8 th . The Service Excellence Advisors have been trained and will begin the process of training their co-workers. There will be 25 Service Excellence workshops scheduled from February 27 th through March 28 th . Board members are invited to attend the Winning with Difficult People session and one of the Service Excellence workshops. More information will be emailed regarding dates, times and locations.	
XIV. Old Business	None.	
<p>XV. New Business</p> <ul style="list-style-type: none"> • Provisional to Regular Status on Medical Staff: <ul style="list-style-type: none"> ▪ Joan Blanchard, RN – Ancillary, CVMS ▪ Sara Joens, RN – Ancillary, Dr. Mauer ▪ Joseph Kinsky, M.D. – Courtesy, ER, EPA ▪ Jeanne Rothamel, RN – Ancillary, Dr. Bell ▪ Michael Schwemm, M.D. – Courtesy, ER, EPA ▪ David Congdon, M.D. – Consulting, Otolaryngology, CVMS • New/Revised Policies: None • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request – Server Room Remodel ▪ Capital Request – OB TraceVue Lease • Personnel Committee 	<p>Trachta presented the provisional to regular appointments as listed at left. 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 as individually considered and recommended by the Executive Committee of the Medical Staff.</p> <p>Trachta reported that the Finance Committee met on January 19th. Minutes from said meeting were included in the Board packets. Trachta presented the following capital request:</p> <ul style="list-style-type: none"> ▪ Server Room Remodel at a cost not to exceed \$46,200 ▪ OB TraceVue at a cost not to exceed \$42,072 <p>A motion with a second is brought forth from the Finance Committee to approve the above listed capital requests as presented.</p> <p>Trachta reported that the Personnel Committee met prior to this meeting. Kristal Graves and Stephanie Cuvelier were selected as the Employees of the Month for February. They were nominated for going above and beyond to provide supplies and assistance to a new foster family.</p>	<p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Johnson 2nd – Burke Approved</p>

<ul style="list-style-type: none"> • Executive Committee <ul style="list-style-type: none"> ▪ Minutes – 12/29/06 ▪ Minutes – 1/16/07 	Trachta presented the minutes of the Executive Committee meetings as listed at left and included in the Board packets. A motion was made to ratify the actions of the Executive Committee as presented.	1 st – Johnston 2 nd – Johnson Approved
XVI. Closed Session – Evaluation	<p>A motion was made to move into closed session to discuss personnel evaluation at 8:50 p.m.</p> <p>A motion was made to return to open session at 10:00 p.m.</p>	<p>1st – Burke 2nd – Johnson Approved</p> <p>1st – Burke 2nd – Johnson Approved</p>
XVII. Adjourn	A motion was made to adjourn the meeting at 10:01 p.m.	1 st – Johnston 2 nd – Wolff Approved

Next meeting will be held
February 26, 2007
7:00 p.m.
Carstensen/Gruben Room

Gary Burke, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer