Members Present: Susan Vallem, Chair Gary Burke Roger Johnson John Johnston Darold Wolff Guests Present: Karen Buls Rhonda DeBuhr, CNO Jennie Waller

Minutes of the Meeting of the Board of Trustees April 23, 2007 7:00 p.m. Carstensen/Gruben Room



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

Speakers Present:
Mike Trachta, CEO
Jen Westendorf
Lisa Bennett, CFO
Elly Steffen, COO
Iris Vering
Dr. R. Skierka

Item	Discussion/Notes	Action
Public Hearing Re: Lease of Golf Course Property to City	Vallem opened the Public Hearing regarding the lease of golf course property to the City of Waverly at 7:03 p.m. There were no written or verbal public comments regarding the proposed lease. Vallem closed the hearing at 7:04 p.m.	
I. Meeting called to order	Called to order by Vallem at 7:04 p.m.	
II. Lease of Hospital Owned Golf Course Property to City	A motion was made to approve the lease of the hospital owned golf course property to the city per the purchase agreement.	1 st – Burke 2 nd – Johnston Approved
III. Approval of minutes	Minutes from the 3/26/07 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Johnson 2 nd – Wolff Approved
IV. Featured Departments – Emergency Room – Jen Westendorf	Jen Westendorf presented information about the functions and goals of the Emergency Room department.	
V. Financial and Statistical Report	Bennett presented the financial and statistical report for March. 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
VI. Insurance/Billing Update – Lisa Bennett	Bennett presented information about major changes in insurance filing regulations that will go into place on May 23 rd . The changes include implementing a NPI number, along with the UB04.	
VII. Rooftop Garden – Construction Report	Steffen announced that construction began today, with a staging area being fenced off in the Centennial Pavilion parking lot. Monthly construction meetings will be scheduled with all of the project contractors, and informal weekly project meetings will also be held.	
 VIII. Committee/Department Reports: Performance Improvement Home Health/Alternative Care Environment of Care 	The Performance Improvement, Home & Community Health/Alternative Care, and Environment of Care reports were presented as included in the Board packets.	Accepted
IX. Press Ganey Patient Satisfaction Survey Reports	Vering presented the Press Ganey Patient Satisfaction Survey reports and the data collected from the first month implementation of the R.O.N.G. forms (Record of Negativity/Grievance).	
X. Foundation Report	Minutes of the Foundation Board meeting were	

	included in the Board packets. Johnston announced that Foundation Board member, Robert Ramker passed away.	
XI C.E.O.'s Report	Trachta reported that an interview with a General Surgeon from Alaska has been scheduled in May. Trachta announced that he has been exploring many	
	options for increasing cardiology coverage.	
XII. Medical Staff Report	Dr. Skierka reported that the Medical Staff met on April 16 th . Dr. Manshadi presented information about the physical medicine and rehab services that are available on campus in his specialty clinic. Information was presented about the nerve conduction for carpal tunnel services that are being provided on campus through Midwest Sleep Services. Taylor Physical and Occupational Therapy presented information about the new Easy Street occupational therapy facility on campus. Dr. Warne presented information about Planetree. Discussion was held regarding EKG interpretation.	
XIII. Service Excellence Update	Steffen reported that DO-IT facilitation training was completed on April 10 th . DO-IT departmental meetings will begin in May and continue for 1 year.	
	Vallem congratulated DeBuhr, along with Jean Hanawalt and Danielle Barth on being selected as three of the 100 Great Iowa Nurses for 2007.	
XIV. Old Business • Cedar Valley Friends of the Family	Vallem requested direction from the Board on how to respond to requests for support for and affiliation with Cedar Valley Friends of the Family (CVFF). The Board instructed Vallem to pursue the matter with CVFF and present further details to the Board for consideration.	
Cardiovascular Services – Vascular Lab Accreditation	Trachta reported that our Vascular Lab has achieved accreditation, under the direction of Cardiovascular Services Manager, Carol Smith.	
Safety Concern	Wolff expressed concern over traffic at the Green entrance. Rigel is exploring options to increase safety in the area.	
 XV. New Business New Appointments Medical Staff: Stephanie Wieman, M.D. – Courtesy, ER, EPA Charles Brindle, M.D. – Courtesy, ER, EPA Reappointment Medical Staff: Clay Dahlquist, D.O. – Active, Family Practice, IHS Provisional to Regular Status on Medical 	Trachta presented the new appointments, reappointment, provisional to regular appointments, and resignation from Medical Staff 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.	1 st – Burke 2 nd – Johnson Approved
Staff: Boriana Kamenova, M.D. – Courtesy, Oncology, CVMS		

Travel Arrangements & Reimbursement – Administration Purchase Authorization – Materials Management Protocol for the Administration of Epidural Anesthesia for OB Patients - Anesthesia Finance Committee Trachta reported that the Finance Committee met on April 16 th . Minutes from said meeting were included in the Board packets. Trachta reported that the Personnel Committee did not meet this month as there were no employee of the month nominations to review. Closed Session for Peer Review Matter under Section 21.5(1)(a) of The Code of lowa A motion was made to accept the recommendations for corrective action that were made by the Medical Executive Committee following its peer review investigation of the conduct of a practitioner on the Medical Staff, and that our action be communicated by Trachta to the affected practitioner and to others as necessary. XVI. Adjourn Amotion was made to adjourn the meeting at 8:45 Individually considered. Approved Approved Approved Approved A motion was made to approve the policies as written and individually considered. Approved Approved Approved A motion was made to committee met on April 16 th . Minutes from said meeting were included in the Board packets. A motion was made to move into closed session to discuss a peer review matter under Section 21.5(1)(a) of The Code of Iowa evaluation at 8:22 p.m. A motion was made to return to open session at 8:44 p.m. A motion was made to accept the recommendations for corrective action that were made by the Medical Executive Committee following its peer review investigation of the conduct of a practitioner on the Medical Staff, and that our action be communicated by Trachta to the affected practitioner and to others as necessary. XVI. Adjourn	XVI. Adjourn		
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Internal Medicine/Gastroenterolgy, Covenant Jasjeet Sangha, M.D. – Courtesy, Oncology, CVMS Resignation from Medical Staff: Qiang Li, M.D. – Consulting, Cardiology, CVMS New/Revised Policies: Legal Claim Handling – Legal Claim Handling – Administration Trachta presented the new/revised policy statements as listed at left, and included in the Board packets. A Jast – Wolff Administration	Covenant Jasjeet Sangha, M.D. – Courtesy, Oncology, CVMS Resignation from Medical Staff: Qiang Li, M.D. – Consulting, Cardiology, CVMS New/Revised Policies: Legal Claim Handling – Administration Travel Arrangements & Reimbursement – Administration Purchase Authorization – Materials Management Protocol for the Administration of Epidural Anesthesia for OB Patients -	as listed at left, and included in the Board packets. A motion was made to approve the policies as written	2 nd – Johnston

Next meeting will be held May 21, 2007 7:00 p.m. Carstensen/Gruben Room

Gary Burke, Secretary Board of Trustees

Mike Trachta Chief Executive Officer