

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

Speakers Present:
 Mike Trachta, CEO
 Cathy Wilson-Sands
 Beth Havlovic
 Lisa Bennett, CFO
 Elly Steffen, COO

Minutes
 of the Meeting of the
Board of Trustees
 November 26, 2007
 7:00 p.m.
Carstensen/Gruben Room



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

Guests Present:
 Karen Buls
 Rhonda DeBuhr, CNO
 Traci Magsamen
 Ron Matthias
 Heidi Solheim
 Amy Van Gundy
 Iris Vering
 Jennie Waller

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:00 p.m.	
II. Board Education: Introduction to Nursing Magnet Journey – Cathy Wilson-Sands	Wilson-Sands presented an introduction to the Nursing Magnet Journey.	
III. Approval of minutes	Minutes from the 10/22/07 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Johnson 2 nd – Burke Approved
IV. Celebrations		
V. Featured Departments: Accounting/Beth Havlovic	Havlovic presented information about the functions and goals of the Accounting department.	
VI. Financial and Statistical Report	Bennett presented the financial and statistical report for October. A motion with a second was brought forth from the Finance Committee to approve the financial and statistical reports as written. Bennett presented information about the Medicare cost report payment status.	1 st – Johnson 2 nd – Burke Approved
VII. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Home Health/Alternative Care • Environment of Care • Foundation Board 	The Performance Improvement, Home & Community Health/Alternative Care, Environment of Care, and Foundation Board reports were presented as included in the Board packets.	Accepted
VIII. C.E.O.'s Report <ul style="list-style-type: none"> • Critical Access Hospital Annual Report • Corporate Authorization Resolution • Iowa Hospital Association Monthly Teleconferences for Trustees 	Trachta presented the Critical Access Hospital Annual Report as included in the Board packets. A motion was made to approve the report as presented. Bennett presented a revised corporate authorization resolution. One of the authorizations approved at the 5/21/07 Board meeting contained an error. A motion was made to approve the corrected resolution as presented. Trachta presented information about monthly teleconferences that IHA will be hosting for Trustees.	1 st – Johnston 2 nd – Wolff Approved 1 st – Burke 2 nd – Johnson Approved
IX. Medical Staff Report – Dr. Darnold	No report.	
X. Construction Report	Steffen reported that phase 1 of the 3 phase Lab remodel project has been completed. Steffen reported that the estimated completion date for the rooftop garden is still January 10 th , but this	

	<p>may be further delayed pending a possible change order to add windows on the north side.</p> <p>Trachta reported that walls have been studded in at the Nashua Clinic. Trachta and Steffen will meet with the contractor tomorrow to determine electrical and IT outlet placement.</p> <p>Trachta reported that floor plans for the dialysis clinic have been finalized and demolition of the building and construction of the new building should move forward rather quickly.</p> <p>Steffen reported that the Noah Clinic is up and running, and start up issues are being resolved. Wartburg is currently doing a survey targeted at potential users of the Clinic to determine awareness of what services are available and how they may utilize the clinic. With the implementation of eClinical Works in January, WHC will begin patient satisfaction surveys for clinic patients.</p> <p>Steffen reported that their have been some issues with the retaining wall in the parking lot sinking, work is being done to address the problem.</p>	
<p>XI. Service Excellence Update</p>	<p>DeBuhr presented the Service Excellence update as included in the Board packets.</p>	
<p>XII. Old Business</p> <ul style="list-style-type: none"> • Organizational Chart Revision 	<p>Trachta presented a change to the organizational chart which changes the reporting relationship of the new Director of Clinic Operations position from the Chief Operating Officer to the Chief Executive Officer. A motion was made to approve the change as presented.</p>	<p>1st – Wolff 2nd – Johnston Approved</p>
<p>XIII. New Business</p> <ul style="list-style-type: none"> • Provisional Appointments to Medical Staff: <ul style="list-style-type: none"> ▪ Joseph Baraga, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ Bruce Berens, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ Nathan Block, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ Blake Carlson, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ David Eckmann, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ Kari Haislet, ARNP – Ancillary, Cardiology, CVMS ▪ Ronnell Hanson, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ Christopher Jackson, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ James Jacobs, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ David Kispert, M.D. – Courtesy, Radiology, St. Paul Radiology ▪ David Lambert, M.D. – Courtesy, Radiology, St. Paul Radiology 	<p>Trachta presented the provisional appointments and reappointments to the Medical Staff, provisional to regular appointments, and continuation of provisional privileges 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>1st – Burke 2nd – Johnson Approved</p>

- Peter Lee, M.D. – Courtesy, Radiology, St. Paul Radiology
- Jeffrey Magnuson, M.D. – Courtesy, Radiology, St. Paul Radiology
- Timothy Myers, M.D. – Courtesy, Radiology, St. Paul Radiology
- Eric Opheim, D.O. – Courtesy, Emergency Medicine, EPA
- Suzanne Parrino, M.D. – Courtesy, Radiology, St. Paul Radiology
- Theodore Passe, M.D. – Courtesy, Radiology, St. Paul Radiology
- Jeffrey Phelan, M.D. – Courtesy, Radiology, St. Paul Radiology
- Matthew Sanford, M.D. – Courtesy, Radiology, St. Paul Radiology
- Vladimir Savcenko, M.D. – Courtesy, Radiology, St. Paul Radiology
- James Sullivan, M.D. – Courtesy, Radiology, St. Paul Radiology
- Patrick Sullivan, M.D. – Courtesy, Radiology, St. Paul Radiology
- Gregory Taylor, M.D. – Courtesy, Radiology, St. Paul Radiology
- Don Wiese, M.D. – Courtesy, Radiology, St. Paul Radiology
- Keith Wittenberg, M.D. – Courtesy, Radiology, St. Paul Radiology
- Angeline Young, M.D. – Courtesy, Radiology, St. Paul Radiology

- Reappointments to Medical Staff:
 - Nicholas Goetsch, D.O. – Courtesy, Emergency Medicine, EPA
 - E. Anthony Otoadese, M.D. – Consulting, Cardiovascular Services, CVMS

- Provisional to Regular Privileges:
 - Adam Brooks, M.D. – Active, Family Practice, Covenant
 - Jinok Chung, D.O. – Courtesy, Emergency Medicine, EPA
 - Cheryl Giles, M.D. – Courtesy, Emergency Medicine, EPA
 - Thomas Leavenworth, M.D. – Courtesy, Emergency Medicine, EPA
 - Tricia Thompson, ARNP – Ancillary, Dermatology, Dermatology Associates

- Continuation of Provisional Privileges:
 - Paul Burgett, M.D. – Consulting, General Surgery, CVMS
 - Robert Cak, M.D. – Consulting, General Surgery, CVMS
 - Steven Davis, M.D. – Consulting, General Surgery, CVMS
 - Brian Gerrelts, M.D. – Consulting, General Surgery, CVMS
 - Jayson Gesme, M.D. – Consulting, General Surgery, CVMS

<ul style="list-style-type: none"> • New/Revised Policies: <ul style="list-style-type: none"> ▪ Animal Visitation/Patient Care ▪ Student Educational Experiences/ Education ▪ Elevator Policy/EOC • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request – Logic 9 and Logic 5 Ultrasound Upgrades \$35,650 ▪ Capital Purchase FYI – Test Server \$6383.22 • Executive Committee <ul style="list-style-type: none"> ▪ 10/1/07 – EPA Agreement ▪ 10/31/07 – Aesthetic Laser Purchase ▪ Spotlight on Values ▪ Medical Staff Satisfaction Survey 	<p>Trachta presented the new/revised policy statements as listed at left, and included in the Board packets. The policies have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the policies as written and individually considered.</p> <p>Trachta reported that the Finance Committee met on 11/19/07. Minutes from said meeting were included in the Board packets. Trachta presented the following capital request:</p> <ul style="list-style-type: none"> ▪ Logic 9 and Logic 5 Ultrasound Upgrades at a cost not to exceed \$35,650 <p>A motion was brought forth from the Finance Committee to approve the capital request as presented.</p> <p>Trachta presented the following capital purchase FYI:</p> <ul style="list-style-type: none"> ▪ Test Server - \$6383.22 <p>Trachta presented the minutes of the 10/1/07 Executive Committee meeting as included in the Board packets. The Executive Committee acted to approve an update to the EPA agreement. Trachta noted that he will be presenting an additionally revised agreement with EPA to the Board for approval due changes in planned staffing in the ER.</p> <p>Trachta presented the minutes of the 10/31/07 Executive Committee meeting as included in the Board packets. The Executive Committee acted to approve the purchase of an aesthetic laser.</p> <p>A motion was made to ratify the actions of the Executive Committee as presented.</p> <p>Johnson asked about the employee of the month program. Trachta reported that the employee of the month program has been replaced by the Spotlight on Values program. Information and nomination forms for the program can be found on the WHC website.</p> <p>Solheim reported that the Medical Staff satisfaction survey has been distributed to active physicians and visiting specialists.</p>	<p>1st – Johnson 2nd – Burke Approved</p> <p>1st – Burke 2nd – Johnson Approved</p> <p>1st – Johnson 2nd – Johnston Approved</p>
<p>XIV. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:11 p.m.</p>	<p>1st – Johnston 2nd – Wolff Approved</p>

Next meeting will be held

December 17, 2007
6:00 p.m.
Centennial Oaks