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

Members Excused: Jennifer Seward

Speakers Present: Lorie Henning Mike Trachta, CEO Lisa Bennett, CFO Heidi Solheim Dr. Warne <u>Guests Present:</u> Karen Buls Garen Carpenter Rhonda DeBuhr Diane Kohls Karen Thalacker Iris Vering Jennie Waller

Minutes of the Meeting of the **Board of Trustees** July 27, 2009 7:00 p.m. **Tendrils Rooftop Garden**



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

I.t.	Discoursion (Notos	A ation
Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:06 p.m.	
II. Featured Department: Cardiac Rehabilitation, Lorie Henning	Lorie Henning presented information about the functions and goals of the Cardiac Rehabilitation department.	
III. Board Education	N/A	
IV. Approval of minutes	Minutes from the 6/22/09 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Johnston 2 nd – Burke Approved
V. Celebrations	Buls reported that we have been selected to receive a Planetree program award for architecture for the Rooftop Garden.	
	Solheim reported that we have named a Cedar Valley Employer of Choice by the Waterloo-Cedar Falls Courier.	
VI. Financial and Statistical Report	Bennett presented the financial and statistical report for June. A motion was brought forth from Finance Committee to approve the June financial and statistical report as written.	1 st – Johnson 2 nd – Burke Approved
 VII. Committee/Department Reports: Home Health Environment of Care Performance Improvement 	Home Health, Environment of Care and Performance Improvement reports were presented as included in the Board packets.	Accepted
VIII. C.E.O.'s Report		
Auxiliary Annual Report	Trachta presented the Auxiliary Annual Report as included in the Board packets. The Board requested that Trachta draft a letter to the Auxiliary expressing appreciation for their dedication to Waverly Health Center.	
InVision Contract	Trachta reported on a contract with InVision for architectural services on the Christophel Clinic. He will email details of the contract to Board members for review and approval.	
• Zoning	Trachta reported that he will be working with Thalacker to clean up the zoning for hospital properties. This may mean consolidating hospital property under one abstract.	
• Safety Culture Survey	Solheim presented the results of the Safety Culture survey and detailed our action planning process for responding to priority index items.	

IX. Medical Staff	 Dr. Warne reported that the Executive Committee of the Medical Staff met on 7/20/09. She noted that Dr. Bell has resigned from her role as Secretary/ Treasurer of the Medical Staff due to personal reasons. An election to replace her will be held at the August Medical Staff meeting. Dr. Warne reported that credentialing and privileging items were reviewed as listed on this agenda and recommended for approval. Trachta reported that we had the beta site kick-off for McKesson's Computerized Physician Order Entry (CPOE). He noted that we are one of three beta sites in the country. 	
X. Press Ganey Patient Satisfaction Survey Reports – Heidi Solheim	Solheim presented the Press Ganey patient satisfaction survey results for the quarter ending June 30th. She noted that we have changed our mailing rates for surveys (except for inpatient – which will remain at 100%), and will move to semi-annual reports instead of quarterly reports.	
XI. Old Business	None.	
 XII. New Business Temporary to Provisional Appointment on Medical Staff: Benjamin May, M.D. – Courtesy, Radiology, NightHawk Radiology Services Provisional to Regular Status on Medical Staff: Rajeev Anugu, M.D. – Consulting, Radiology, CVMS Deniz Bastug, M.D. – Consulting, Plastic Surgery, Renaissance Plastic Surgery Shelley Hogue, DPM – Courtesy, Podiatry Resident, Covenant Wissam Jaber, M.D. – Consulting, Cardiology, CVMS Elvia Vallejo, M.D. – Consulting, OB- Gyn, Allen David Visokey, D.O. – Consulting, Pulmonary Medicine, Covenant 	Trachta presented privileging items as individually 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 all privileging items as individually considered and recommended by the Executive Committee of the Medical Staff.	1 st – Johnston 2 nd – Johnson Approved
 Revised Privilege Listings: Orthopedic Surgery Pediatrics Medical Spa New/Revised Policies: 	Trachta presented the revised privilege listings as listed at left, Orthopedic Surgery and Pediatric privilege listings were included in the Board packets. Medical Spa privileges were distributed at the meeting. The forms have been reviewed and are recommended for approval by the Executive Committee of the Medical Staff. A motion was made to approve the revised privilege listing as presented. Trachta presented the new/revised policy statements	1 st – Burke 2 nd – Johnson Approved
 Accessibility of the Medical Record for Patient Care Electronic Medical Record Quality Review 	as listed at left, and included in the Board packets. The Red Flags Identity Theft Prevention Program was distributed for review. The policies have been reviewed by the Executive Committee of the Medical	

 Professional Peer Review Professional Performance Review Rule Indicator Validation Red Flags Identity Theft Prevention Program Substance Abuse 	Staff and are recommended for approval. A motion was made to approve the policies as written and individually considered.	1 st – Johnston 2 nd – Burke Approved
 Finance Committee Capital Request - Washer (Getinge Model 8666) 	Trachta reported that the Finance Committee met this morning. Minutes from said meeting were distributed. A motion was brought forth from the Finance Committee to approve the capital request for Getinge Washer Model 8666 at a cost not to exceed \$61,180.	1 st – Johnson 2 nd – Burke Approved
 Charity Care Report 	Bennett reported an overview of Charity Care provided during FY09.	
 Charity Care Applications 	Bennett presented two applications for charity care, one in the amount of \$15,176, and one in the amount of \$22,844.03. Both applications qualify for 100% write-off under our charity care policy. A motion was made to approve the applications as presented for 100% write-off.	1 st – Johnson 2 nd – Burke Approved
XIII. Closed Session	A motion was made to move into closed session at 8:23 p.m. pursuant to Iowa Code Chapter 21.5 (c).	1 st – Johnston 2 nd – Johnson Approved
XIV. Open Session	A motion was made to move back into open session at 8:55 p.m.	1 st – Burke 2 nd – Johnson Approved
XV. Adjourn	A motion was made to adjourn the meeting at 8:56 p.m.	1 st – Johnston 2 nd – Johnson Approved

Next meeting will be held **September 28, 2009**

September 28, 2009 Tendrils Rooftop Garden 7:00 p.m.