

Members Present:  
 Roger Johnson, Acting  
 Chair  
 John Johnston  
 Jill Kwikkel  
 Jennifer Seward

Guests Present:  
 Rhonda DeBuhr  
 Diane Kohls  
 Karen Thalacker  
 Jerry Tiedt  
 Iris Vering  
 Jennie Waller

Members Excused:  
 Susan Vallem, Chair

Speakers Present:  
 Lisa Bennett  
 Connie Koehler  
 Joni Poppe  
 Heidi Solheim

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 June 27, 2011  
 7:00 p.m.  
**Tendrils Rooftop Garden**



*Our Mission:* Waverly Health  
 Center will provide high quality,  
 patient-centered health care.

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Johnson at 7:01 p.m.	
II. Approval of minutes (b1 – b7)	Minutes from the following meetings were reviewed: <ul style="list-style-type: none"> <li>• 5/23/11</li> <li>• 5/25/11</li> <li>• 5/26/11</li> <li>• 6/15/11</li> <li>• 6/17/11</li> <li>• 6/23/11</li> <li>• 6/24/11</li> </ul> A motion was made to approve the minutes as written.	1st - Johnston 2nd - Seward Unanimously Approved
III. Celebrations	Solheim reported that eight of our Senior Health Insurance Information Program volunteers received the Governor’s Volunteer Award for outstanding commitment on June 24.	
IV. Board Education <ul style="list-style-type: none"> <li>• BoardRoom Press – June 2011</li> </ul>	As mailed to Board members.  Discussion was held regarding future plans for Board education. Waller reported that the University of Iowa, our Critical Access Network Hospital, is anxious to work with us to provide resources for Board education. Waller will survey Board members to determine areas of interest. Seward expressed interest in learning more about Accountable Care Organization. Thalacker will schedule a presentation at an upcoming meeting about the changes to the Open Meeting laws.	
V. Featured Department: <ul style="list-style-type: none"> <li>• Medical/Surgical – Connie Koehler</li> <li>• Observation Center – Joni Poppe</li> </ul>	Connie Koehler presented information about the functions and goals of the Medical/Surgical department.  Joni Poppe presented information about the functions and goals of the Observation Center department.	
VI. Financial and Statistical Report (c)	Bennett presented the financial and statistical report for May. A motion made to approve the financial and statistical report as presented.	1st - Kwikkel 2nd - Seward Unanimously Approved
VII. Committee/Department Reports: <ul style="list-style-type: none"> <li>• Environment of Care Committee (d)</li> <li>• 120 Day Meeting (e)</li> </ul>	The Environment of Care and 120 Day Meeting reports were presented as included in the Board packets.	Accepted

VIII. Medical Staff Report	Dr. Dahlquist was not able to attend the meeting. Bennett reported that the Executive Committee of the Medical Staff met on 6/20/11 and considered privileging items as listed under new business. The full Medical Staff also met on 6/20/11.	
IX. C.E.O.'s Report <ul style="list-style-type: none"> <li>• IT Preparedness Gap Analysis, and Disaster Recovery Solution Agreement (f)</li> <li>• 3M Software License Agreement (g)</li> <li>• Hazard Vulnerability Analysis (h)</li> <li>• SecureHealth Pay, LLC Agreement (i)</li> </ul>	<p>Bennett presented an agreement for an IT preparedness gap analysis, and disaster recovery solution at a cost of \$19,000. She noted that this was included as a part of the original Meaningful Use project budget that was approved by the Board. A motion was made to approve the agreement as presented.</p> <p>Bennett presented a license agreement for 3M software that is used for coding. A motion was made to approve the five year agreement as presented at a cost of \$15,824.28.</p> <p>Solheim presented the recently completed Hazard Vulnerability Analysis (HVA). Solheim noted that the HVA has been reviewed and approved by the Emergency Management Council and the Director's Council. Discussion was held regarding disaster planning at WHC. A motion was made to approve the HVA as presented.</p> <p>Bennett presented an agreement for patient statements with SecureHealthPay, LLC. She noted that this is a 12 month agreement with a new vendor who is able to provide more electronic payment and communication options. A motion was made to approve the agreement as presented.</p>	<p>1st - Johnston 2nd - Kwikkel Unanimously Approved</p> <p>1st - Seward 2nd - Johnston Unanimously Approved</p> <p>1st - Kwikkel 2nd - Johnston Unanimously Approved</p> <p>1st - Seward 2nd - Kwikkel Unanimously Approved</p>
X. Old Business <ul style="list-style-type: none"> <li>• Helipad</li> <li>• CEO Search</li> <li>• Shell Rock Lease</li> </ul>	<p>Solheim reported that the design fees that were not included in the contract for the helipad construction. A motion was made to approve payment of the \$25,000 design fees. Solheim noted that we will have a crane onsite Wednesday to fix the stairs, and are still waiting for a fire pump that is on back-order. She reported that the Bolger Foundation is planning to be on campus at the end of July. We will plan a dedication ceremony during their visit.</p> <p>A motion was made to approve the Chief Executive Officer employment agreement as presented and to offer the position to Kyle Richards, with his response required by June 30<sup>th</sup>.</p> <p>Bennett noted that the Shell Rock lease agreement was approved at the June 17<sup>th</sup> meeting. She reported that construction started on the following Tuesday. Solheim discussed the promotion plan for the clinic.</p>	<p>1st – Johnston 2nd – Kwikkel Unanimously Approved</p> <p>1st - Johnston 2nd - Seward Unanimously Approved</p>
XI. New Business <ul style="list-style-type: none"> <li>• Provisional Appointments to Medical Staff: <ul style="list-style-type: none"> <li>▪ Michael Nguyen, M.D. – Active, Emergency Medicine, WHC</li> </ul> </li> <li>• Reappointments to Medical Staff:</li> </ul>	Privileging items were presented as individually listed at left. All 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	<p>1st - Johnston 2nd - Kwikkel Unanimously</p>



<ul style="list-style-type: none"> <li>• Executive Committee <ul style="list-style-type: none"> <li>▪ 6/1/11 Helipad Fuel/Water Separator (n)</li> </ul> </li> </ul>	<p>presented.</p> <p>The minutes of the 6/1/11 Executive Committee meeting were presented as included in the Board packets. The Executive Committee acted to approve a change order for the helipad fuel/water separator. The action of the Executive Committee was ratified as presented.</p>	<p>2nd - Kwikkel Unanimously Approved</p> <p>1st - Vallem 2nd - Johnson Unanimously Approved</p>
<p>XII. Closed Session</p> <ul style="list-style-type: none"> <li>• Iowa Code Chapter 21.5.1(i)</li> </ul>	<p>A closed session was not required.</p>	
<p>XIII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:33 p.m.</p>	<p>1st - Johnston 2nd - Kwikkel Unanimously Approved</p>

Next meeting will be held  
**July 25, 2011**  
**Tendrils Rooftop Garden**