

Members Present:  
 Susan Vallem, Chair  
 Roger Johnson  
 Jill Kwikkel  
 Jennifer Seward

Guests Present:  
 Lisa Forsyth  
 Diane Kohls  
 Kyle Richards  
 Karen Thalacker  
 Jerry Tiedt  
 Angie Tye  
 Iris Vering  
 Jennie Waller

Members Excused:  
 John Johnston

Speakers Present:  
 Lisa Bennett  
 Rhonda DeBuhr  
 Heidi Solheim

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 August 29, 2011  
 7:00 p.m.  
**Tendrils Rooftop Garden**

**WAVERLYHEALTH**  
 — C E N T E R —

*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 Vallem at 7:07 p.m.	
II. Approval of minutes (b)	Minutes from the 7/25/11 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnson 2nd - Seward Unanimously Approved
III. Celebrations	Welcome to our new CEO, Kyle Richards.  Solheim announced that the helipad should be ready for operational training next week.	
IV. Board Education	BoardRoom Press August, 2011 was distributed to Board members.	
V. Financial and Statistical Report (c)	Bennett presented the final financial and statistical report for June and the financial and statistical report for July. A motion was brought forward from the Finance Committee to approve the financial and statistical reports as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
VI. Committee/Department Reports: <ul style="list-style-type: none"> <li>Environment of Care Committee (d)</li> </ul>	The Environment of Care report was presented as included in the Board packets.	Accepted
VII. Medical Staff Report	Bennett reported that the Executive Committee of the Medical Staff met on 8/15/11 and considered privileging items as listed under new business. The full Medical Staff also met on 8/15/11. She noted that they are currently working on a proposed bylaw change regarding record completion suspensions.	
VIII. C.E.O.'s Report <ul style="list-style-type: none"> <li>Organizational Chart (e)</li> <li>IHA Trustee Webinar (f)</li> <li>Board Elections</li> </ul>	Bennett presented proposed changes to the organizational chart. She noted changes in reporting relationships for Nutrition Services and Medical Clinics. DeBuhr reported that the name of the Observation Center department is being changed to Outpatient Medical Services to more accurately reflect the services that they are providing. A motion was made to approve the revised organizational chart as presented.  Bennett reminded Board members of the IHA Trustee Webinar scheduled for 8/31. Seward and Johnson plan to view the webinar. Waller will complete their registration.  Solheim reported on the upcoming Trustee election process, noting that John Johnston, Jennifer Seward & Susan Vallem are up for re-election.	1st - Kwikkel 2nd - Johnson Unanimously Approved



<ul style="list-style-type: none"> <li>▪ Benjamin Strong, M.D. – Consulting, Radiology, vRad</li> <li>▪ David Tague, M.D. – Consulting, Radiology, vRad</li> <li>▪ Sean Takeuchi, M.D. – Consulting, Radiology, vRad</li> <li>▪ James Turner, M.D. – Consulting, Radiology, vRad</li> <li>▪ Marc Montella, M.D. – Consulting, Radiology, vRad</li> <li>▪ Sant Hayreh, M.D. – Consulting, Neurology, Midwest Sleep Services</li> <li>▪ Phillip Lee, M.D. – Consulting, Otolaryngology, Midwest Sleep Services</li> <li>▪ Rajinder Verma, M.D. – Consulting, Neurology, Midwest Sleep Services</li> <li>▪ Shannon Hull, PA-C – Active, Family Practice, WHC</li>   <li>• Reappointments to Medical Staff: <ul style="list-style-type: none"> <li>▪ Kerrie Bossard, M.D. – Active, General Surgery, WHC</li> <li>▪ Shannon Lau, M.D. – Active, OB-Gyn, WHC</li> <li>▪ Janel Thompson, ARNP – Active, Family Practice, WHC</li> <li>▪ John Halloran, M.D. – Consulting, Radiology, CVMS</li> <li>▪ Rachel Foelske, M.D. – Courtesy, Family Practice, IHS</li> <li>▪ Mark Thomas, DPM – Courtesy, Podiatry, Covenant</li> </ul> </li>   <li>• Resignation from Medical Staff: <ul style="list-style-type: none"> <li>▪ Lori Lee, D.O. – Courtesy, General Surgery</li> </ul> </li>   <li>• New/Revised Policies: <ul style="list-style-type: none"> <li>▪ Purchasing Policy (g)</li> <li>▪ Breach Notification (h)</li> </ul> </li>   <li>• Finance Committee (i) <ul style="list-style-type: none"> <li>▪ Capital Request – Cyclops ENT Lenses (j)</li> <li>▪ <del>Capital Request – Fluoroscopy</del></li> <li>▪ Charity Care</li> </ul> </li>   <li>• Executive Committee</li> </ul>	<p>The revised policies listed at left were presented for review as 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.</p> <p>Bennett reported that the Finance Committee met on 8/26/11. Minutes from said meeting were included in the Board packets.</p> <p>DeBuhr presented the following capital request: <ul style="list-style-type: none"> <li>▪ Cyclops ENT Lenses at a cost not to exceed \$10,710 (budgeted for operational expense, will move to capital due to the amount)</li> </ul> A motion was brought forth from Finance Committee to approve the capital request for the Cyclops ENT lenses as detailed above.</p> <p>Bennett reported that the capital request for fluoroscopy is being tabled for further research.</p> <p>No applications for charity care were presented.</p> <p>The minutes of the 7/25/11 and 8/4/11 Executive</p>	<p>1st - Johnson 2nd - Kwikkel Unanimously Approved</p> <p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p>
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<ul style="list-style-type: none"> <li>▪ 7/25/11 (k1)</li>   <li>▪ 8/4/11 (k2)</li>   <li>• Waterloo Cedar Falls Courier – Employer of Choice</li> </ul>	<p>Committee meetings were presented as included in the Board packets.</p> <p>On 7/25/11 the Executive Committee acted to approve a change to the Shell Rock Clinic Lease.</p> <p>On 8/4/11 the Executive Committee acted to renew the lease agreement with Clover, LLC for the Women’s Clinic and Spa space.</p> <p>The actions of the Executive Committee were ratified as presented.</p> <p>Solheim reported that Waverly Health Center has been chosen as an employer of choice in the Cedar Valley for the third year. A special tab will run in the Courier on September 5<sup>th</sup>.</p>	<p>1st - Vallem 2nd - Johnson Unanimously Approved</p> <p>1st - Vallem 2nd - Johnson Unanimously Approved</p>
<p>XI. Closed Session</p> <ul style="list-style-type: none"> <li>• Iowa Code Chapter 388.9</li> </ul>	<p>A closed session was not required.</p>	
<p>XII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 7:59 p.m.</p>	<p>1st - Kwikkel 2nd - Seward Unanimously Approved</p>

Next meeting will be held  
**September 26, 2011**  
**Tendrils Rooftop Garden**