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

 $\frac{Members\ Excused:}{John\ Johnston}$

Speakers Present: Lisa Bennett Rhonda DeBuhr

Heidi Solheim

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

Minutes of the Meeting of the **Board of Trustees** August 29, 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 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:• Environment of Care Committee (d)	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 • Organizational Chart (e)	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.	1st - Kwikkel 2nd - Johnson Unanimously Approved
• IHA Trustee Webinar (f)	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.	1.19110100
Board Elections	Solheim reported on the upcoming Trustee election process, noting that John Johnston, Jennifer Seward & Susan Vallem are up for re-election.	

Send Word Now	Solheim reported that we will be testing the Send Word Now software tomorrow. Board members will be receiving communication via the contact information we have for them (cell phone, landline phone, email).	
IX. Old Business • Helipad	Solheim reported that the helipad fire pumps were tested last Tuesday. She noted that a tour of the area with Employee & Patient Safety was completed on Wednesday to assure that we are meeting all safety requirements. FEC will be on site next week to train Plant Services staff on maintenance and testing for the helipad. Training for helicopters will follow.	
Shell Rock Clinic	Solheim reported that construction of the Shell Rock Clinic is ahead of schedule. She noted that the sign will be placed on the building this fall.	
 X. New Business Provisional Appointment to Medical Staff: Maria Farmer, ACNP – Active, Emergency Medicine, WHC Heidi Prose, ARNP, Consulting, Family Practice, IHS Brendan Girschek, M.D. – Consulting, Ophthalmology, CVMS Rubens Baros Costa, M.D. – Consulting, Oncology, CVMS Erin Flores, ARNP – Active, Family Practice/General Surgery, WHC Danielle Bakewell, ARNP – Active, Women's Health, WHC Temporary to Provisional Appointment to Medical Staff: Michael Murdock, DPM – Courtesy, Podiatry, Covenant Active to Courtesy Status on Medical Staff: F.E. Gonzales, M.D. – Otolaryngology, Iowa ENT & Sinus Surgery Center Provisional to Regular Appointment to Medical Staff: John Alexander, M.D. – Consulting, Radiology, vRad Jared Browning, M.D. – Consulting, Radiology, vRad Jean-Paul Dym, M.D. – Consulting, Radiology, vRad Patricia Lowry, M.D. – Consulting, Radiology, vRad Raymond Montecalvo, M.D. – Consulting, Radiology, vRad Marc Paul, M.D. – Consulting, Radiology, vRad Marc Paul, M.D. – Consulting, Radiology, vRad Joshua Sokol, M.D. – Consulting, Radiology, vRad Thomas Spinuzza, M.D. – Consulting, Radiology, vRad Thomas Spinuzza, M.D. – Consulting, Radiology, vRad 	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 Executive Committee of the Medical Staff.	1st - Kwikkel 2nd - Seward Unanimously Approved

Benjamin Strong, M.D. – Consulting, Radiology, vRad David Torus M.D. – Consulting
 David Tague, M.D. – Consulting, Radiology, vRad Sean Takeuchi, M.D. – Consulting, Radiology, vRad James Turner, M.D. – Consulting, Radiology, vRad Marc Montella, M.D. – Consulting, Radiology, vRad Sant Hayreh, M.D. – Consulting, Neurology, Midwest Sleep Services Phillip Lee, M.D. – Consulting, Otolaryngology, Midwest Sleep Services Rajinder Verma, M.D. – Consulting, Neurology, Midwest Sleep Services Rajinder Verma, M.D. – Consulting, Neurology, Midwest Sleep Services Shannon Hull, PA-C – Active, Family Practice, WHC
 Reappointments to Medical Staff: Kerrie Bossard, M.D. – Active, General Surgery, WHC Shannon Lau, M.D. – Active, OB-Gyn, WHC Janel Thompson, ARNP – Active, Family Practice, WHC John Halloran, M.D. – Consulting, Radiology, CVMS Rachel Foelske, M.D. – Courtesy, Family Practice, IHS Mark Thomas, DPM – Courtesy, Podiatry, Covenant
 Resignation from Medical Staff: Lori Lee, D.O. – Courtesy, General Surgery
 New/Revised Policies: Purchasing Policy (g) Breach Notification (h) 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. 1st - Johnson 2nd - Kwikkel Unanimously Ist - Johnson 2nd - Kwikkel Unanimously
• Finance Committee (i) Bennett reported that the Finance Committee met on 8/26/11. Minutes from said meeting were included in the Board packets.
■ Capital Request – Cyclops ENT Lenses (j) DeBuhr presented the following capital request: ■ Cyclops ENT Lenses at a cost not to exceed \$10,710 (budgeted for operational expense, will move to capital due to the amount) A motion was brought forth from Finance Committee to approve the capital request for the Cyclops ENT lenses as detailed above. 1st - Kwikkel 2nd - Johnson Unanimously Approved
*- Capital Request Fluoroscopy Bennett reported that the capital request for fluoroscopy is being tabled for further research.
■ Charity Care No applications for charity care were presented.
• Executive Committee The minutes of the 7/25/11 and 8/4/11 Executive

■ 7/25/11 (k1)	Committee meetings were presented as included in the Board packets. On 7/25/11 the Executive Committee acted to approve a change to the Shell Rock Clinic Lease.	1st - Vallem 2nd - Johnson Unanimously Approved
 8/4/11 (k2) Waterloo Cedar Falls Courier – Employer of Choice 	On 8/4/11 the Executive Committee acted to renew the lease agreement with Clover, LLC for the Women's Clinic and Spa space. The actions of the Executive Committee were ratified as presented. Solheim reported that Waverly Health Center has been chosen as an employer of choice in the Cedar	1st - Vallem 2nd - Johnson Unanimously Approved
XI. Closed Session	Valley for the third year. A special tab will run in the Courier on September 5 th . A closed session was not required.	
Iowa Code Chapter 388.9 XII. Adjourn	A motion was made to adjourn the meeting at 7:59 p.m.	1st - Kwikkel 2nd - Seward Unanimously Approved

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