<u>Members Present:</u> Susan Vallem, Chair Roger Johnson, Secretary John Johnston Jennifer Seward

Members Excused: Jill Kwikkel

Speakers Present: Kyle Richards, CEO Christina Becker Lisa Bennett Dr. Dahlquist Heidi Solheim Iris Vering Cathy Wilson-Sands <u>Guests Present</u>: Lisa Forsyth Diane Kohls Karen Thalacker Jerry Tiedt Angie Tye Jennie Waller

Minutes of the Meeting of the **Board of Trustees** February 27, 2012 7:00 p.m. Tendrils Rooftop Garden

WAVERLYHEALTH

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 7:01 p.m.	
II. Approval of minutes	Minutes from the 1/23/12 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnston 2nd - Seward Unanimously Approved
III. Celebrations	John Johnston was inducted into the Exchange Club's Book of Golden Deeds. Susan Vallem was also nominated for the honor.	
III. Featured Department – Clinic Business Office, Christina Becker	Christina Becker presented information about the functions and goals of the Clinic Business Office.	
V. Financial and Statistical Report	Bennett presented the financial and statistical report for January. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
	Bennett noted that we are experiencing some issues with cash flow related to our accounts receivable. We are currently working to get the A/R caught up.	
	Bennett presented the new provider dashboard that we will be implementing. She explained the different measures and noted that she will be presenting trend information at future Board meetings.	
VI. Committee/Department Reports:Environment of Care CommitteeBoard Quality Committee	The Environment of Care and Board Quality Committee reports were presented as included in the Board packets.	Accepted
	Vering presented the Quality Report Card. Discussion was held regarding the quality measures and trends. Vering noted that we have discontinued the submission of AMI and ACS information to the Iowa Hospital Association (IHA). This decision was made because the criteria for submission were not well defined, and did not provide for accurate comparative data.	
VII. Medical Staff Report	 Dr. Dahlquist reported that the Executive Committee of the Medical Staff met on 2/20/12 and considered privileging items as listed under new business. Dr. Dahlquist noted the following Medical Staff items: Continuing to work on a lock-down policy 	

	 to address security issues in the hospital. Continuing to work on electronic medical record process and issues, including medication reconciliation. 	
VIII. Press Ganey Patient Satisfaction Survey	 Dr. Dahlquist noted that Physician Spotlight on Values were awarded to the following providers: Dr. Stacy Wagner - 1st Quarter 2011 Dr. Lee Fagre - 2nd Quarter 2011 Dr. David Rathe - 3rd Quarter 2011 Dr. Ed Gonzales - 4th Quarter 2011 Solheim presented the Press Ganey patient 	
Report (Heidi Solheim)	satisfaction survey results for the period ending December 31st.	
	Solheim noted that medical practice scores will be fluctuating a bit with the addition of midlevels to the survey process.	
	She also reported on the outpatient survey, noting that our percentage rankings on that survey are lower, but our mean scores are generally in the 90's. The percentage rankings are lower because the competition in the outpatient arena is very tight. She reported that we will be working on our priority index issues to change good ratings to very good and hopefully raise our percentage rankings.	
IX. C.E.O.'s Report	Richards noted that a flyer for the IHA Governance Forum was placed in the intranet file cabinet. He asked that Board members let him know if they are interested in attending.	
	Richards provided a legislative update noting that proposed cuts to Medicaid and Medicare could result in a \$200,000 - \$300,000 decrease in our revenue. Other issues include mental health reform and gun legislation.	
	Richards reported that we have been contacted by Mercy Hospital in New Hampton to discuss the possibility of providing surgical outreach services there. Richards and Dr. Deppe are scheduled to go to New Hampton for a meeting on Thursday.	
	Richards reported that we are working with midlevels in some clinics to provide adequate patient coverage in all clinics.	
	Richards reported that he has been invited to Allen Hospital to meet with their interim CEO and Director of Operations. Bennett will also attend the April 26 th meeting.	
	Richards praised the Community Relations department and other involved staff for two successful events this weekend. Saturday's Heart Event was "sold out" with a waiting list. The UNI women's basketball game sponsored by the Women's Clinic had good attendance and raised awareness of the services offered.	

	Dishands non-outed that he is seen as in the	
	Richards reported that he is now serving as a member of the Main Street Chamber committee.	
	Richards reported on the orthopedic surgeons from Covenant that are being credentialed. He noted that Covenant does not have a contract with John Deere, which has prompted them to work collaboratively with us to provide services here.	
	Solheim noted that she is working with a group of area hospital marketing professionals to collaboratively develop a larger scale community health needs assessment.	
X. Old BusinessBlue Zone Update	Solheim reported that we are still in the running for being selected for a small community Blue Zone site visit. They will determine site visits for small communities in mid to late March. Solheim noted that we have a "Power of 9" advisory group meeting scheduled for Friday.	
Police Department Defibrillator Request	Richards presented follow-up information on the request from the Waverly Police Department (WPD) to assist with the purchase of 4-5 replacement defibrillators for their patrol cars. Discussion was held at length regarding the request. A motion was made to provide a donation of up to \$4500 to the WPD for the purchase of two defibrillators if the WPD is able to raise the money to purchase the two additional defibrillators. The public purpose of the proposed donation is to decrease time to AED, which has been proven to provide better outcomes in sudden cardiac arrest situations.	1 st – Johnston 2 nd – Seward Johnson not in favor Approved
Sedecal Update	Richards presented and update on the Sedecal site visit.	
 XI. New Business Request for Privileges: Charles Heggen, M.D. – Radiology, Voyageur Radiology James Turek, M.D. – OB/Gyn, Trimark Physicians Group Abbie Schwarck, RN, Covenant 	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 - Seward 2nd - Johnson Unanimously Approved
 Temporary to Provisional Appointment to Medical Staff: L. Matthew Deppe, MD – Active, General Surgery, WHC 		rippioved
 Provisional Appointment to Medical Staff: Gary Knudson, MD – Courtesy, Orthopedics, Covenant Chris Eagan, MD – Courtesy, Orthopedics, Covenant Dennis Mangrich, OPA – Courtesy, Orthopedics, Covenant Stephen Gogel, OPA – Courtesy, Orthopedics, Covenant 		
• Provisional to Regular Status on Medical Staff:		

 Danielle Bakewell, ARNP – Active, Women's Health, WHC Maria Farmer, ACNP – Active, Emergency Medicine, WHC Erin Flores, ARNP – Active, General Surgery, WHC Rubens Barros Costa Filho, MD – Consulting, Oncology, CVMS Brendan Paul Girschek, MD – Consulting, Ophthalmology, CVMS Michael Murdock, DPM – Courtesy, Podiatry, Covenant Reappointments to Medical Staff: Richard Valente, MD – Consulting, Cardiology, Covenant Brenda Cooper, ARNP – Courtesy, Orthopedics, CVMS Resignation from Medical Staff: Lisa Warne, MD – Active, General Surgery, WHC Heidi Prose, ARNP – Consulting, Family Practice, IHS New/Revised Policies: Hand Hygiene Critical Laboratory Values Documentation Requirements for Hospital Records Preventing Harassment, Discrimination & Retaliation Retired Policies: On Demand Viewer for Optical Scanning (HIM) Inpatient Concurrent Coding (HIM) Program Evaluation (WHC Clinics) 	The new and 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. The policies listed for retirement are either being converted to Standard Operating Procedures (SOP's) or not longer needed. A motion was made to approve the new/revised policies as written, and the policies to be retired.	1st - Johnson 2nd - Seward Unanimously Approved
 Safety Management Plans: Environment of Care Fire Prevention Hazardous Materials & Waste Medical Equipment Safety Security 	The updated safety management plans were presented for review as included in the Board packets. A motion was made to approve the plans as presented.	1st - Seward 2nd - Johnson Unanimously Approved
 Utilities Environment of Care and Emergency Management Operations 2011 Annual Evaluations Fire Prevention Hazardous Materials & Waste Medical Equipment Safety Security Utilities 	Bennett presented the EOC and Emergency Management Operations 2011 annual evaluations as included in the Board packets. A motion was made to approve the annual evaluations as presented.	1st - Johnson 2nd - Seward Unanimously Approved
Emergency ManagementNursing Annual Report	Solheim distributed copies of the 2011 Nursing Annual Report. Cathy Wilson-Sands presented an	

	overview of the report.	
Finance Committee	Bennett reported that the Finance Committee met on 2/24/12. Minutes from said meeting were included in the Board packets.	
 Capital Requests 	There were no capital requests.	
Charity Care	 Bennett presented the following application for charity care: Application is for an uninsured/unemployed ED/surgical patient who qualifies for a 100% write off under our charity care policy. The total to be written off is \$16,216. A motion was made to approve the application as presented. 	1st - Johnson 2nd - Seward Unanimously Approved
XII. Closed Session		
 Iowa Code Chapter 21.5.1(c) – Closed Session to Discuss Strategy Regarding Litigation 	A motion was made at 8:58 p.m. to move into closed session to discuss strategy regarding litigation pursuant to Iowa Code Chapter 21.5.1(c).	1st - Johnston 2nd - Johnson Unanimously Approved
XIII. Open Session	A motion was made to return to open session at 9:37 p.m. No action was taken.	1st - Johnson 2nd - Seward Unanimously Approved
XIV. Adjourn	A motion was made to adjourn at 9:38 p.m.	1st - Johnston 2nd - Seward Unanimously Approved

March 26, 2012 Tendrils Rooftop Garden