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

Speakers Present: Kyle Richards, CEO Dr. Deppe Ruth Schemmel Lisa Bennett Rhonda DeBuhr Guests Present: Lisa Forsyth Diane Kohls Heidi Solheim Karen Thalacker Jerry Tiedt Angie Tye Iris Vering Jennie Waller

Minutes of the Meeting of the **Board of Trustees**

March 26, 2012 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 7:02 p.m.	
II. Approval of minutes (b)	Minutes from the 2/27/12 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnston 2nd - Johnson Unanimously Approved
III. CelebrationsIntroduction of Dr. Deppe	Richards introduced Dr. Matt Deppe, our new General Surgeon.	
	Vallem congratulated Bennett for being named one of the top CFO's in the Cedar Valley.	
	Vallem noted that March is national social work appreciation month.	
	Solheim noted that this is provider appreciation week.	
IV. Featured Department – Employee & Patient Safety, Ruth Schemmel	Ruth Schemmel presented information about the functions and goals of the Employee & Patient Safety department.	
V. Financial and Statistical Report (c)	Bennett presented the financial and statistical report for February. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented. Bennett noted that a new report showing employed provider statistics was added to the packet. Board members will receive this report monthly.	1st - Johnson 2nd - Kwikkel Unanimously Approved
	Vallem expressed gratitude to all employees for their hard work to improve our financial status over the last months.	
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	Richards reported that the Executive Committee of the Medical Staff met on 3/19/12 and considered privileging items as listed under new business.	
VIII. C.E.O.'s Report • Organizational Chart Update (e)	Richards presented an update to the organizational chart, noting the proposed changes in reporting relationships. A motion was made to approve the revised organizational chart as presented.	1st - Kwikkel 2nd - Seward Unanimously
• Door to Doc	DeBuhr presented information on the Door to Doc initiative that we have been selected to participate in.	Approved

palar at the next Board meeting. Input from all interested stakeholders will be sought to further develop the details of the strategic plan. Solheim presented an update on Blue Zones. She noted that a retreat was held earlier this month, and the planning team also met. She reported that we have a draft agenda prepared for a site visit if we are selected. Nursing Annual Report		Richards reported that he spent a day shadowing in the surgery department. He noted that the experience was very valuable and he is planning to do the same in other departments. Richards noted that the Director's Council has been reviewing and revising the basic structure of the strategic plan. He will present an overview of the	
Blue Zones Update Solheim presented an update on Blue Zones. She noted that a retreat was held earlier this month, and the planning team also met. She reported that we have a draft agenda prepared for a site visit if we are selected. DeBuhr presented information about the Nursing Annual Report that was distributed last month for review. A motion was made to approve the report as written. DeBuhr presented information about the Nursing Annual Report that was distributed last month for review. A motion was made to approve the report as written. Staff: Linsey High, PA-C – Active, Family Practice, IHS Reappointments to Medical Staff: Sarah DeVore, ARNP – Active, Family Practice, WHC Wei Yang, MD – Consulting, Pathology, IHS New/Revised Policies: Investment Policy (1) Administration of Medications (g) Reporting of Farm Injuries (h) Retired Policy: Pregnant Patients in the Emergency Department (changed to SOP) Finance Committee (j) Reporting of Farm Injuries (h) Capital Requests 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 policy listed for retirement is being converted to a Standard Operating Procedure (SOP). A motion was made to approve the new/revised policies as written, and the policy to be retired. Provileging items were presented as individually listed at left. All files have been reviewed by the Executive Committee of the Medical Staff. 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 policy listed for retirement is being converted to a Standard Operating Procedure (SOP). A motion was made to approve the new/revised policies as written, and the policy to be retired. Bennett reported that the Finance Committee met on 3/23/12. Minutes from said meeting were		interested stakeholders will be sought to further	
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 Investment Policy (f) Administration of Medications (g) Reporting of Farm Injuries (h) Vaccine and Medication Storage and Handling (i) Retired Policy: Pregnant Patients in the Emergency Department (changed to SOP) Finance Committee (j) Bennett reported that the Finance Committee met on 3/23/12. Minutes from said meeting were included in the Board packets. Bennett presented a capital request for a cardiovascular ultrasound machine at a cost not to exceed \$113,406. This was budgeted and funds have been raised through the Foundation annual campaign. It is coming to the Board for approval because it will be listed as an asset on the hospital's books. A motion was brought forth from the Finance Committee to approve the capital request as presented. 	 Provisional to Regular Status on Medical Staff: Linsey High, PA-C – Active, Family Practice, IHS Reappointments to Medical Staff: Sarah DeVore, ARNP – Active, Family Practice, WHC Wei Yang, MD – Consulting, Pathology, 	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	2nd - Kwikkel Unanimously
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■ Charity Care There were no requests for charity care.		cardiovascular ultrasound machine at a cost not to exceed \$113,406. This was budgeted and funds have been raised through the Foundation annual campaign. It is coming to the Board for approval because it will be listed as an asset on the hospital's books. A motion was brought forth from the Finance Committee to approve the capital request as presented.	2nd - Johnson Unanimously

XI. Closed Session • Iowa Code Chapter 21.5.1(c) – Closed Session to Discuss Strategy Regarding Litigation	A motion was made at 7:43 p.m. to move into closed session to discuss strategy regarding litigation pursuant to Iowa Code Chapter 21.5.1(c).	1st - Kwikkel 2nd - Seward Unanimously Approved
XII. Open Session	A motion was made to return to open session at 7:46 p.m. No action was taken.	1st - Johnston 2nd - Kwikkel Unanimously Approved
XII. Adjourn	A motion was made to adjourn at 7:47 p.m.	1st - Johnston 2nd - Seward Unanimously Approved

Next meeting will be held
April 23, 2012
Tendrils Rooftop Garden