

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

Members Excused:
 Susan Vallem

Guests Present:
 Rhonda DeBuhr
 Diane Kohls
 Karen Thalacker
 Angie Tye
 Jennie Waller

Speakers Present:
 Kyle Richards, CEO
 Rob Haaland
 Lisa Bennett
 Iris Vering
 Heidi Solheim
 Jerry Tiedt

Minutes
 of the Meeting of the
Board of Trustees
 August 27, 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 Johnson at 7:01 p.m.	
Orange Parking Lot Change Order (1-3)	Rob Haaland from Ament, Inc. presented a change order for the Orange Parking Lot project. The change order included four directives. Discussion was held regarding the directives. After discussion the Board agreed to approve the change order with the exception of directive 2. The determined the epoxy fill would be preferable to replacing the blocks as originally indicated in directive 2. A motion was made to approve the change order, including the modification listed above, with a total project cost not to exceed \$200,000.	1st - Johnston 2nd - Seward Unanimously Approved
II. Approval of minutes (b)	Minutes from the 7/30/12 and 8/2/12 meetings were reviewed. A motion was made to approve both sets of minutes as written.	1st - Seward 2nd - Kwikkel Unanimously Approved
III. Celebrations	Richards reported that we have hired a new OB-Gyn provider, Dr. Styron. He will start on October 15 th . Richards reported that Megan Power, ARNP and Tracy Elliott, ARNP, two new Walk-In Clinic providers have started. Richards announced that we have been named an Employer of Choice by the Waterloo-Cedar Falls Courier. They will publish a special tab on Labor Day.	
IV. Financial and Statistical Report (c)	Bennett presented the financial and statistical report for July. A motion was brought forth from Finance Committee to approve the financial and statistical report as presented.	1st - Kwikkel 2nd - Johnson Unanimously Approved
V. Committee/Department Reports: <ul style="list-style-type: none"> • Environment of Care (d) • Board Quality Committee (e) 	The Environment of Care and Board Quality Committee reports were presented as included in the Board packets. Vering presented the quality report card and quality update.	
VI. Medical Staff Report	Richards reported that the Executive Committee of the Medical Staff and the full Medical Staff met on August 20 th and considered privileging items as listed under new business. Richards noted that the following items were also discussed: <ul style="list-style-type: none"> • Quality information • Patient satisfaction • Iowa Physician Orders for Scope of 	

	Treatment (IPOST)	
<p>VII. C.E.O.'s Report</p> <ul style="list-style-type: none"> • Audit Services (f) • Strategic Plan (g) • ANCC Agreement (4) 	<p>Richards presented the letter of engagement for audit services from Denman & Company. The agreement is for three years. A motion was made to approve the agreement for audit services as presented.</p> <p>Richards presented the narrative of the new strategic plan. He noted that an operational plan detailing objectives and timelines will be presented to the Board next month. A motion was made to approve the strategic plan as presented.</p> <p>Richards presented an agreement with ANCC Credentialing Knowledge Center for consulting services. The agreement provides for consulting services at a pay for use rate with a not to exceed amount of \$13,600. A motion was made to approve the agreement as presented.</p>	<p>1st - Kwikkel 2nd - Seward Unanimously Approved</p> <p>1st - Johnston 2nd - Kwikkel Unanimously Approved</p> <p>1st - Seward 2nd - Kwikkel Unanimously Approved</p>
<p>VIII. Old Business</p> <ul style="list-style-type: none"> • Orange Parking Lot Change Order (moved to the beginning of the agenda) 		
<p>IX. New Business</p> <ul style="list-style-type: none"> • Compliance Annual Report (h) • Auxiliary Annual Report (i) • Environment of Care/Emergency Management Annual Evaluations: <ul style="list-style-type: none"> ▪ Emergency Management (j1) ▪ Fire Prevention(j2) ▪ Hazardous Materials & Waste (j3) ▪ Medical Equipment (j4) ▪ Safety (j5) ▪ Security (j6) ▪ Utilities (j7) • Waverly-Shell Rock Athletic Trainer Request (\$8,750) 	<p>Bennett presented the Compliance Annual Report as included in the Board packets. A motion was made to approve the report as presented.</p> <p>Richards presented the Auxiliary Annual Report as included in the Board packets. The Board expressed appreciation to the Auxiliary for their dedication to Waverly Health Center.</p> <p>Bennett presented the EOC and Emergency Management Operations Fiscal Year 2012 annual evaluations as included in the Board packets. A motion was made to approve the annual evaluations as presented.</p> <p>Richards presented a request from Waverly-Shell Rock (W-SR) Community Schools to provide funding assistance for their athletic training program. Discussion was held regarding the health benefit of the athletic training program for the community. Solheim also noted the marketing benefits provided through the Booster Club as a result of our donation. A motion was made to approve an \$8,750 donation for the athletic training program.</p>	<p>1st - Johnston 2nd - Seward Unanimously Approved</p> <p>1st - Johnston 2nd - Kwikkel Unanimously Approved</p> <p>1st - Kwikkel 2nd - Seward Unanimously Approved</p>

<ul style="list-style-type: none"> • CEO Contract Approval • Request for Privileges: <ul style="list-style-type: none"> ▪ Stephen Styron, MD – OB/Gyn, WHC ▪ Ashar Afzal, MD – Anesthesiology, CVMS ▪ Frank Hawkins, MD – Anesthesiology, CVMS • Provisional Appointment: <ul style="list-style-type: none"> ▪ Nathan Larson, DPM – Courtesy, Podiatry, Cedar Valley Podiatry, PC ▪ Geri Edmonds, PA-C – Courtesy, Orthopedics, Covenant ▪ Paula Vroman, OPA-C – Courtesy, Orthopedics, Covenant ▪ Himanshu Tandon, MD – Consulting, Cardiology, CVMS ▪ Debanik Chaudhuri, MD – Consulting, Cardiology, CVMS ▪ Diane Conley, MD – Consulting, Radiology, vRad ▪ Susan Austin, MD – Consulting, Radiology, vRad ▪ Tracy Elliott, ARNP – Courtesy, Family Practice, WHC • Reappointments to Medical Staff: <ul style="list-style-type: none"> ▪ Annette Geary, ARNP – Consulting, Dermatology, Dermatology Associates PC ▪ Jessica Gerlach, PA-C – Consulting, Dermatology, Dermatology Associates PC ▪ Michael Berstler, MD – Active, Family Practice, IHS ▪ James Cafaro, MD – Consulting, Pulmonology, CVMS ▪ M. Michele Martins, MD – Active, OB/Gyn, WHC ▪ Kent Nickell, MD – Consulting, Pathology, Allen ▪ Stacy Wagner, DO – Active, Pediatrics, WHC • Provisional to Regular Privileges: <ul style="list-style-type: none"> ▪ Chris Eagan, DO – Courtesy, Orthopedic Surgery, Covenant ▪ Gary Knudson, MD – Courtesy, Orthopedic Surgery, Covenant ▪ Stephen Gogel, OPA – Courtesy, Physician Assistant, Covenant ▪ Dennis Mangrich, OPA – Courtesy, Physician Assistant, Covenant • Resignations: <ul style="list-style-type: none"> ▪ Kerrie Bossard, MD – Active, General Surgery WHC ▪ Thomas Fay, MD – Consulting, 	<p>Richards presented a change to his contract allowing for an automatic annual renewal of the agreement. A motion was made to approve the contract as presented.</p> <p>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.</p>	<p>1st - Seward 2nd - Kwikkel Unanimously Approved</p> <p>1st - Johnston 2nd - Seward Unanimously Approved</p>
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<ul style="list-style-type: none"> Radiology, vRad <ul style="list-style-type: none"> ▪ James Okoh, MD – Consulting, Radiology, vRad ▪ Stephen Frazier, MD – Consulting, Radiology, CVMS ▪ Deniz Bastug, MD – Consulting, Plastic Surgery, Renaissance Plastic Surgery Center ▪ Dan Mulholland, MD – Consulting, Radiology CVMS • New/Revised Policies: <ul style="list-style-type: none"> ▪ Confidential Communications of Protected Health Information (PHI) (k) ▪ Physician Standing Orders (l) ▪ Pharmacist’s Review of Medication Orders (m) • Retired Policy: <ul style="list-style-type: none"> ▪ Access to Electronic Records (HIM) • Finance Committee (n) <ul style="list-style-type: none"> ▪ Capital Request – Employee Health Database (o) ▪ Charity Care 	<p>The revised policies as 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 has been included in other documents. A motion was made to approve the revised policy as written, and the policies to be retired.</p> <p>Bennett reported that the Finance Committee met on 8/23/12. Minutes from said meeting were included in the Board packets.</p> <p>Vering and Tiedt presented a capital request an employee health database at a cost not to exceed \$14,995. A motion was brought forth from the Finance Committee to approve the capital request as presented.</p> <p>There were no requests for charity care.</p>	<p>1st - Kwikkel 2nd - Johnston Unanimously Approved</p> <p>1st - Johnson 2nd - Kwikkel Unanimously Approved</p>
<p>X. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:25 p.m.</p>	<p>1st - Johnston 2nd - Seward Unanimously Approved</p>

Next meeting will be held
September 24, 2012
Tendrils Rooftop Garden