Members Present: Roger Johnson, Acting Chair Gloria Campbell John Johnston Jill Kwikkel

Guests Present: Karen Thalacker Jerry Tiedt Iris Vering Jennie Waller

Members Excused: Susan Vallem

Speakers Present: Kyle Richards, CEO Luke Speltz Laurie Everhardt Lisa Bennett Dr. Berstler Angie Tye Rhonda DeBuhr Heidi Solheim

Minutes of the Meeting of the **Board of Trustees** March 25, 2013 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 7:00 p.m.	
II. Approval of minutes (b)	Minutes from the 2/25/13 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnston 2nd - Campbell Unanimously Approved
III. Board Education – Accountable Care Organizations (Luke Speltz, Wellmark)	Luke Speltz from Wellmark presented information about accountable care organizations.	
IV. Celebrations	Solheim announced that Waverly Health Center has been designated as Waverly's first Blue Zone Workplace!	
	Kohls reported that Shell Rock Clinic had their Rural Health Clinic designation survey this month.	
	Johnston reported that he has received very positive feedback about the patient care being provided at WHC.	
	Richards celebrated Rhonda DeBuhr's last Board meeting and thanked her for her dedication and commitment to Waverly Health Center throughout the years. A joint retirement and welcome reception will be held for Rhonda and our new Chief Clinical and Nursing Officer, Joanne Nathem, on Friday, April 12 th from 9 – 11 a.m. in Tendrils.	
V. Featured Department: Volunteer Services/Auxiliary (Laurie Everhardt)	Everhardt presented information about the functions and goals of the Volunteer Services department and the Auxiliary.	
VI. 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.	1st - Johnson 2nd - Kwikkel Unanimously Approved
VII. Committee/Department Reports: • Environment of Care (d)	The Environment of Care report was presented as included in the Board packets.	Accepted
VIII. Medical Staff Report	Dr. Berstler reported that the Executive Committee of the Medical Staff met on March 18th. They considered privileging items as listed under new business. Dr. Berstler discussed his background with the ACO Commission and how Iowa Health Systems has implemented the ACO structure.	

IX. C.E.O.'s Report		
Psychiatry, Women's Clinic & Family Practice Extended Hours	Richards reported that we will be adding evening clinic hours as follows to better meet patient needs: • Christophel Clinic – Thursday evenings until 8 p.m., beginning in April • Women's Clinic – Wednesday evenings until 8 p.m., beginning in April • Psychiatry – Wednesday evenings until 8 p.m., beginning in May	
Short & Long Range Facility Planning	Richards reported that proposals have been received from 11 architectural firms for short & long range facility planning. He reported that proposals are currently being reviewed and he hopes to narrow the choices to two firms and present the information at the April Board meeting.	
Organizational Chart	Richards presented an update to the organizational chart. He noted proposed changes to the following reporting relationships: • Social Services and Radiology will move from reporting to the Chief Clinical and Nursing Officer to the Associate Director of Nursing Practice. This change will be effective in June. • Pharmacy and Center Pharmacy will move from reporting to the Chief Clinical and Nursing Officer to the Chief Financial Officer. This change will be effective in April. A motion was made to approve the revised organizational chart as presented.	1st - Campbell 2nd - Johnston Unanimously Approved
X. Old Business	None.	прриочец
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XI. New Business • Human Resources Annual Report	Tye presented the Human Resources Annual Report.	Accepted
Lab Analyzer Agreement	Bennett noted that the agreement for the lab analyzer is being tabled until further information can be gathered. The agreement may be sent to the Executive Committee for approval to keep the Lab LEAN project on track.	
Cedar Valley Health Care Coalition	Solheim presented a memorandum of understanding (MOU) regarding the Cedar Valley Health Care Coalition. Discussion was held regarding the structure, purpose and funding for the proposed coalition. Solheim reported that the MOU and hopefully the Bylaws for the Coalition will be brought to the April Board meeting for review and approval.	
Nursing Annual Report	DeBuhr presented the Nursing Annual Report. A motion was made to approve the report as presented.	1st - Kwikkel 2nd - Campbell Unanimously Approved
• Change of Status – Consulting to Active - Provisional:	Privileging items were presented as individually listed at left. All files have been reviewed by the Executive Committee of the Medical Staff. The	

 Ann Rathe, MD – Psychiatry, WHC Initial Appointment – Provisional: John Alcini, MD – Consulting, Radiology, RCI Jeffrey Morrill, DO – Consulting, Radiology RCI Reappointments to Medical Staff: Bethany Stevens, ARNP – Active, Family Practice, WHC Terrie Thurm, ARNP – Active, OB-Gyn, WHC Randy Wirtz, ARNP – Active, Family Practice, WHC 	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 - Johnston 2nd - Kwikkel Unanimously Approved
 New/Revised Policies & Procedures: Workplace Violence Compliance Procedures Fetal Death/Termination of Pregnancy Retired Policies: Medical Records (WHC Clinics) Finance Committee 	The new policy and 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. The retired policy as listed at left has been incorporated into other existing procedures. A motion was made to approve the policies as written, and the retirement of the policy as presented. Bennett reported that the Finance Committee met immediately prior to this meeting. Minutes from said meeting will be distributed with the next Board packet.	1st - Campbell 2nd - Johnston Unanimously Approved
Capital Requests	There were no capital requests.	
■ Charity Care	Bennett presented the following application for charity care: Application is for an individual that qualifies for a 55% write off under our charity care policy. The total to be written off is \$14,680.05. A motion was made to approve the application as	1st - Kwikkel
Executive Committee	presented.	2nd - Johnston Unanimously Approved
■ 3/1/13 – Website Services Agreement	The minutes of the 3/1/13 Executive Committee meeting were presented as included in the Board packets. The Executive Committee acted to approve a three year agreement for website services. The action of the Executive Committee was ratified as presented.	1st - Vallem 2nd - Johnston Unanimously Approved
Planetree Report	Richards reported that we are currently working on the Planetree annual report.	FF
Accountable Care Organizations	Further discussion was held regarding ACO's.	
XII. Adjourn	A motion was made to adjourn the meeting at 9:00 p.m.	1st - Johnston 2nd - Kwikkel Unanimously Approved