Members Present: Susan Vallem, Chair Roger Johnson, Secretary Jill Kwikkel

Members Excused: Gloria Campbell John Johnston

Guests Present: Diane Kohls Joanne Nathem David Nelson Karen Thalacker Jennie Waller Speakers Present: Kyle Richards, CEO Cathy Wilson-Sands Heidi Solheim Lisa Bennett Dr. Berstler Iris Vering Minutes (a) of the Meeting of the **Board of Trustees** June 24, 2013

June 24, 2013 7:00 p.m. Tendrils Rooftop Garden

## WAVERLYHEALTH —— C E N T E R ——

*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 7:05 p.m.	
II. Approval of minutes (b)	Minutes from the 5/28/13 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnson 2nd - Kwikkel Unanimously Approved
III. Celebrations	Richards introduced administrative intern, David Nelson.	
	Shell Rock Clinic was approved for Rural Health Clinic status effective 4/23/13.	
IV. Featured Department – Utilization Review (Cathy Wilson-Sands)	Cathy Wilson-Sands presented information about the functions and goals of the Utilization Review department.	
V. Community Health Needs Assessment (Heidi Solheim) (c)	Heidi Solheim presented the results of the Community Health Needs Assessment and the action plan. Information was included in the Board packets for review. A motion was made to approve the report and the action plan as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
VI. Financial and Statistical Report (d)	Bennett presented the financial and statistical report for May. 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 (e)	The Environment of Care Committee report was presented as included in the Board packets.	Accepted
VIII. Medical Staff Report (Dr. Berstler)	Dr. Berstler reported that the Executive Committee of the Medical Staff and the full Medical Staff met on June 17th. They considered privileging and policy review items as listed under new business. They also discussed the following items:  • Potential of offering oncology services at WHC.  • Mini-Med University program being offered for high school students this summer at WHC.  • Physician recruiting.  • General surgery coverage while Dr. Deppe is on vacation.  • Planetree annual report and core measures.  • Transitional Care Team (TCT) grant.  • Medication reconciliation go-live date.  • Dr. Otoadese's specialty clinic and vein services being offered at WHC.	

	<ul> <li>Information about QuitLine Iowa.</li> <li>Referral and service information for Dr. Rathe and psychiatric services.</li> </ul>	
IX. Quality Report (Iris Vering)	Vering presented the Quality Report Card. Discussion was held regarding the utilization of nursing and social work navigators to help decrease readmissions.	
X. C.E.O.'s Report  • Christophel Clinic Expansion	Richards presented a contract proposal for BWBR to move forward with developing drawings/plans and bidding documents for the Christophel Clinic expansion project. Discussion was held regarding the proposal. It was noted that this expense would be capitalized if we move forward with the construction. A motion was made to approve the contract as presented at a cost not to exceed \$95,000.	1st - Johnson 2nd - Kwikkel Unanimously
• Swing Bed (f)	Richards reported on information included in the Board packets about forthcoming changes to the swing bed program that are a part of Medicaid expansion.	Approved
• Lab Lean Consulting Agreement (g)	Richards presented an agreement for Lab Lean consulting services. This completes the final phase of consulting for the project. A motion was made to approve the Lab Lean consulting agreement at a cost of \$40,000.	1st - Kwikkel 2nd - Johnson Unanimously Approved
XI. Old Business • Accountable Care Organizations	Richards presented an update on Accountable Care Organizations (ACO's). He noted an invitation we have received to participate in a three-tiered approach. He also discussed the challenges that are unique to Critical Access Hospitals in relation to ACO's.	
Magnet Update	Richards reported that our Magnet application and documentation has been submitted. We will be notified in October if our application and documentation has been accepted. If it is accepted, they will schedule a site visit for the end of this year, or early next year.	
XII. New Business  • Cedar Valley Health Care Coalition Bylaws (h)	Solheim presented the Bylaws for the Cedar Valley Health Care Coalition as included in the Board packets.	Accepted
Pavelka's Point Consulting Agreement (i)	Vering presented a consulting agreement with Pavelka's Point as included in the Board packets. The agreement provides onsite consulting services for four days a week for one year at a cost of \$60,000. Discussion was held regarding the benefit of the proposed agreement and the return on investment that is expected. A motion was made to approve the consulting agreement as presented.	1st - Johnson 2nd - Kwikkel Unanimously
<ul> <li>Truven Health Analytics:</li> <li>Master Subscription Agreement (j1)</li> <li>CareDiscovery Quality Measurement Supplement (j2)</li> </ul>	Vering presented a three year subscription agreement and CareDiscovery Quality Measurement Supplement with Truven Health Analytics as included in the Board packets. Discussion was held regarding the cost benefit of outsourcing chart	Approved

Direct Difference Abstraction Agreement     (k)	abstractions, and how the system would interact with our current IS infrastructure. A motion was made to approve the subscription agreement and supplement as presented.  Vering presented an abstraction agreement with Direct Difference as included in the Board packets. This is a one year agreement, which charges per chart abstracted, with no minimum requirement. A motion was made to approve the abstraction agreement as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved 1st - Johnson 2nd - Kwikkel Unanimously
<ul> <li>Request for Privileges:</li> <li>Toni Luck, ARNP –Orthopedics, Covenant</li> <li>Change of Status – Temporary to Provisional:</li> <li>Wei Wei Li, MD – Courtesy,</li> </ul>	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.	Approved  1st - Kwikkel 2nd - Johnson Unanimously Approved
<ul> <li>Cardiology, Covenant</li> <li>Provisional Appointment to Medical Staff:</li> <li>Paul Lantz, DPM – Courtesy, Podiatry Resident, Covenant</li> </ul>		
<ul> <li>Reappointments to Medical Staff:</li> <li>Joud Dib, MD – Consulting, Cardiology, CVMS</li> <li>Salam Sbaity, MD – Consulting, Cardiology, CVMS</li> </ul>		
<ul> <li>Resignations from Medical Staff:</li> <li>Rachel Foelske, MD – Family Practice</li> </ul>		
<ul> <li>New/Revised Privileges:</li> <li>Pediatric and Pediatric Sub-Specialty (1)</li> </ul>	Richards presented the revised pediatric and pediatric sub-specialty privileges as included in the Board packets. The form has been reviewed and approved by the Executive Committee of the Medical Staff. A motion was made to approve the form as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
<ul> <li>New/Revised Policies &amp; Procedures:</li> <li>Password Management (m)</li> </ul>	The new policy listed at left was presented for review as included in the Board packets. The policy has been reviewed by the Executive Committee of	Tipproved
<ul> <li>Retired Policies:</li> <li>Environment of Care Committee</li> <li>Emergency Care Provider Exposed to Contagious or Infectious Disease</li> </ul>	the Medical Staff and is recommended for approval.  The retired policies as listed at left have been incorporated into other existing procedures. A motion was made to approve the policy as written, and the retirement of the policies as presented.	1st - Kwikkel 2nd - Johnson Unanimously Approved
• Finance Committee (n)	Bennett reported that the Finance Committee met on June 20th. Minutes from this meeting and the April meeting were included in the Board packet. Bennett noted that a withdrawal was made from board designated savings on 6/14/2013 of \$500,000 to cover operational needs. On 6/20/2013 \$300,000 was returned leaving a net withdrawal to date of \$200,000. Bennett noted that due to the timing of	

\$200,000. Bennett noted that due to the timing of the July meeting, the end of the fiscal year financial statements will not be complete before the regular meeting. She plans to email the reports to the Board

	when they are complete, and bring them forward for Board approval at the August meeting.	
■ Capital Request – Bladder Scanner (o)	Richards presented the capital request for a bladder scanner.	
■ Capital Request – Single Sign-On and Virtual Desktop Replacement (p)	Richards presented the capital request for single sign-on and virtual desktop replacement.	
■ Capital Request – Lab Lean Construction (q1-q4)	Richards presented the capital request for lab lean construction. Discussion was held regarding the return on investment for the project, which will be seen in the reduction of staffing and supply costs.	
	A motion was brought forward from the Finance Committee to approve the capital requests for the bladder scanner at a cost not to exceed \$12,287.25, the single sign-on/virtual desktop replacement at a cost not to exceed \$16,447, and the lab lean construction at a cost not to exceed \$55,000.	1st - Kwikkel 2nd - Johnson Unanimously Approved
■ Charity Care	There were no applications for charity care.	
Planetree Report	Richards presented a Planetree update, noting that the Planetree Annual Report has been submitted and additional work is being done to assure that we can meet core measure requirements.	
XIII. Adjourn	A motion was made to adjourn the meeting at 8:35 p.m.	1st - Kwikkel 2nd - Johnson Unanimously Approved

Next meeting will be held
July 22, 2013 –
Tendrils Rooftop Garden