Members Present:
Susan Vallem, Chair
Gloria Campbell
Roger Johnson, Secretary
John Johnston
Barb Lutz

Guests Present: Diane Kohls Karen Thalacker Iris Vering Jennie Waller Speakers Present: Brenda Poppens Lisa Bennett Dr. Zehr Heidi Solheim Joanne Nathem Angie Tye

Minutes of the Meeting of the **Board of Trustees** April 28, 2014

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 7:03 p.m.	
II. Approval of minutes (b1 – b4)	Minutes from the 3/31/14, 4/7/14, 4/17/14 and 4/18/14 meetings were reviewed. A motion was made to approve all of minutes as written.	1st - Campbell 2nd - Johnston Unanimously Approved
III. Celebrations	Solheim reported that we will be the medical tent sponsor for RAGBRAI.	
IV. Featured Department – Birthing Center (Brenda Poppens)	Brenda Poppens presented information about the functions and goals of the Birthing Center.	
V. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for March. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented.	1st - Lutz 2nd - Johnson Unanimously Approved
VI. Committee/Department Reports: • Environment of Care (d)	The Environment of Care Committee Report was presented as included in the Board packets.	Accepted
VII. Medical Staff Report	Dr. Zehr reported that the Executive Committee of the Medical Staff and the full Medical Staff met on April 21st. They considered privileging items as listed under new business. He also reported that plans are underway to develop a Medical Staff leadership program. He noted that speakers presented information at the Medical Staff meeting about Iowa Physician Orders for Scope of Treatment (IPOST).	
 VIII. C.E.O.'s Report High School Athletic Training Coverage Economic Development 	Bennett presented a request from Waverly-Shell Rock (W-SR) Community Schools to provide funding assistance for their athletic training program again for the next school year. Discussion was held regarding the health benefit of the athletic training program for the community, and the marketing benefits provided through the Booster Club as a result of our donation. A motion was made to approve a \$9,250 donation for the athletic training program. Solheim presented a financial support request from	1st - Johnston 2nd - Campbell Unanimously Approved
Economic Development	the City of Waverly's Economic Development department. Discussion was held regarding the importance of Economic Development. A motion was made to approve \$5,000 in financial support to the City of Waverly for Economic Development.	1st - Lutz 2nd - Johnson Unanimously Approved
IX. Old Business		
Recruitment Update	Bennett presented a brief recruitment update.	

X. New Business • Request for Privileges: Privileging items were presented as individually listed at left. All files have been reviewed by the ■ Sarah Pauly, MD – Consulting, Executive Committee of the Medical Staff. The Radiology, RCI Executive Committee recommends approval. A 1st - Johnson Adam Brooks, MD – Courtesy, Family 2nd - Lutz motion was made to approve all privileging items as Practice, Covenant ■ Nancy Harris, CRNA, PhD – Courtesy, individually considered and recommended by the Unanimously Executive Committee of the Medical Staff. Approved Anesthesia, NASINC William (Skip) Leobig, CRNA, MSA – Courtesy, Anesthesia, NASINC • Change of Status – Provisional to Regular Appointment to Medical Staff: ■ Troy Ivey, DO – Active, General Surgery, WHC Arnold Honick, MD – Consulting, Radiology, RCI • Continuation of Provisional Appointment to Medical Staff: ■ James Poock, MD – Courtesy, Family Practice, NEIFPC ■ Nasreen Wahidi, MD – Active, Pediatrics, WHC • Privilege Updates: ■ John Zehr, MD – Active, Emergency Medicine, WHC ■ Margo Soppe, PA – Active, Emergency Medicine, WHC • Voluntary Resignation from Medical Staff: ■ Jessica Larsen, PA-C – Consulting, Dermatology, Dermatology Associates • New/Revised Policies & Procedures: The new and revised policies listed at left were Laboratory Quality Assurance (g) presented for review as included in the Board Mental Health Services (h) packets. The policies have been reviewed by the Perioperative Product Deviation and Executive Committee of the Medical Staff and are Nonconformance (i) recommended for approval. A motion was made to 1st - Campbell ■ Do Not Resuscitate (DNR) – Anesthesia approve the policies as written. 2nd - Johnston Unanimously Personal Vehicle Use (k) Approved Hand Hygiene (1) Bennett reported that the Finance Committee met on • Finance Committee (m) April 24th. Minutes from the meeting were included in the Board packet. Bennett reported that we are purchasing a flexible Capital Purchase FYI –Flexible cystoscope at a cost of \$9,025.23. Cystoscope \$9,025.23 Bennett and Nathem presented a capital request for Capital Request – Fetal Monitors (m1) fetal monitors. A motion was brought forth from the 1st - Lutz Finance Committee to approve the budgeted request 2nd - Johnson for fetal monitors at a cost not to exceed \$74,178.32. Unanimously Approved Charity Care Bennett presented the following applications for charity care:

Application 1 is for an individual that qualifies for a 100% write off under our charity care policy. The total to be written

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• Personnel Committee	 off is \$40,087. Application 2 is for an individual that qualifies for a 100% write off under our charity care policy. The total to be written off is \$25,825. Application 3 is for an individual that qualifies for a 100% write off under our charity care policy. The total to be written off is \$13,275. Application 4 is for an individual that qualifies for a 100% write off under our charity care policy. The total to be written off is \$14,223. A motion was made to approve the applications as presented. Bennett reported that the Personnel Committee met on April 23rd. Minutes from the meeting were included in the Board packet. 	1st - Lutz 2nd - Johnson Unanimously Approved
 Executive Committee 4/9/14 – Physician Employment Agreement (n) 	The minutes of the 4/9/14 Executive Committee meeting were presented as included in the Board packets. The Executive Committee acted to approve a physician employment agreement. The action of the Executive Committee was ratified as presented.	1st - Vallem 2nd - Johnson Unanimously Approved
Planetree Report	Tye and Solheim noted that we are in the process of working for Planetree re-designation, and planning educational retreats.	
XI. Closed Session Iowa Code Chapter 21.5.1(i) – Closed session to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.	A motion was made to move into closed session at 7:46 p.m. for the purposes identified at left.	1st - Campbell 2nd - Johnston Unanimously Approved
Iowa Code Chapter 21.5.1(l) - Closed session to discuss patient care quality and process improvement initiatives in a meeting of a public hospital or to discuss marketing and pricing strategies or similar proprietary information in a meeting of a public hospital, where public disclosure of such information would harm such a hospital's competitive position when no public purpose would be served by public disclosure.		
XII. Open Session	A motion was made to move back into open session at 9:01 p.m.	1st - Campbell 2nd - Lutz Unanimously Approved
XIII. Employment Agreements	A motion was brought forth from Personnel Committee to ratify current provider agreements as presented.	1 st – Lutz 2 nd – Campbell Unanimously Approved
	A motion was brought forth from Personnel Committee to approve physician and midlevel provider contract templates as presented, pending final legal review.	1 st – Campbell 2 nd – Lutz Unanimously Approved
	A motion was brought forth from Personnel	1 st – Campbell

	Committee to approve contract parameters for an ED/Walk-In Clinic midlevel provider and a general surgeon.	2 nd – Lutz Unanimously Approved
	A motion was brought forth from Personnel Committee to approve contract parameters for a CRNA.	1 st – Lutz 2 nd – Campbell Unanimously Approved
	A motion was made to approve an additional option of contract parameters for a CRNA.	1 st – Campbell 2 nd – Lutz Unanimously Approved
XIV. Adjourn	A motion was made to adjourn the meeting at 9:04 p.m.	1st - Johnston 2nd - Campbell Unanimously Approved

Next meeting will be held
TUESDAY, May 27, 2014
7:00 p.m. Tendrils Rooftop Garden