

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

Guests Present:  
 Angie Tye  
 Iris Vering  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 July 25, 2016  
 7:00 p.m.  
**Tendrils Rooftop Garden**



*Our Mission:* Waverly Health  
 Center will provide high quality,  
 patient-centered health care.

Members Excused:  
 Barb Lutz

Speakers Present:  
 Jim Atty, CEO  
 Danae Tjeerdsma  
 Lisa Bennett  
 Dr. Zehr  
 Jerry Tiedt  
 Joanne Nathem  
 Heidi Solheim

| Item   | Discussion/Notes  | Action  |
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| I. Meeting called to order   | Called to order by Vallem at 7:01 p.m.  |   |
| II. Approval of minutes (b)  | Minutes from the 6/27/16 meeting were reviewed. A motion was made to approve the minutes as written.  | 1st - Johnston<br>2nd - Campbell<br>Unanimously<br>Approved   |
| III. Celebrations  |   |   |
| IV. Featured Department – Emergency Department (Danae Tjeerdsma)   | Danae Tjeerdsma presented information about the functions and goals of the Emergency Department.  |   |
| V. Financial and Statistical Report (c1 – c3)  | Bennett presented the preliminary financial and statistical report for June. A motion was made to approve the financial and statistical report as presented. Bennett noted that our audit is scheduled for September 1 <sup>st</sup> and 2 <sup>nd</sup> . We will schedule to have the audit report presented to the Board at the end of October.  | 1st - Campbell<br>2nd - Johnson<br>Unanimously<br>Approved  |
| VI. Committee/Department Reports:<br><ul style="list-style-type: none"> <li>• Environment of Care (d)</li> </ul>   | The Environment of Care Committee report was presented as included in the Board packets.  | Accepted  |
| VII. Medical Staff Report (Dr. Zehr)   | Dr. Zehr reported that the Executive Committee of the Medical Staff and the full Medical Staff met on July 18th. They considered credentialing and privileging items as listed below.   |   |
| VIII. C.E.O.'s Report<br><ul style="list-style-type: none"> <li>• Physician Recruitment</li> <br/> <li>• Information Systems Update</li> </ul>                 | Atty presented a physician recruitment update, noting progress that has been made on recruiting to fill family practice and hospitalist needs while identifying hospitalist candidates for potential employment.<br><br>Atty reported that a team from WHC traveled to Boston last week for an eCW project summit. Work is being done to finalize the timeline for the project. eCW is scheduled to be onsite for 6 visits in August. |   |
| IX. Old Business   | None.   |   |
| X. New Business<br><ul style="list-style-type: none"> <li>• Auxiliary Annual Report (e1)</li> <br/> <li>• Compliance Program Annual Evaluation (e2)</li> </ul> | The Auxiliary Annual Report was presented as included in the Board packets. A motion was made to approve the report as presented and to express the appreciation of the Board.<br><br>Bennett presented the annual compliance program evaluation as included in the Board packets. A motion was made to approve the annual evaluation as presented.   | 1st - Johnston<br>2nd - Campbell<br>Unanimously<br>Approved<br><br>1st - Johnson<br>2nd - Campbell<br>Unanimously |

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| <ul style="list-style-type: none"> <li>● Intranet Solution</li> <br/> <li>● Request for Privileges: <ul style="list-style-type: none"> <li>▪ Ryan Holdsworth, MD – Courtesy, Radiology, RCI</li> <li>▪ Brian Hopper, MD – Courtesy, Radiology, RCI</li> <li>▪ Raleigh Johnson, MD – Consulting, Radiology, RCI</li> <li>▪ Wei Ouyang, MD – Courtesy, Radiology, RCI</li> <li>▪ Christopher Goetzinger, MD – Active, Family Practice, Unity Point</li> <li>▪ Renu Bansal, MD – Active, Family Practice, WHC</li> <li>▪ Toni Luck, ARNP – Active, Emergency Medicine/Family Practice, WHC</li> <li>▪ Stef Rinehardt, CRNA – Courtesy, Anesthesia, Recruiting Resources</li> <li>▪ Jill Paulsen, CRNA – Courtesy, Anesthesia, Recruiting Resources</li> <li>▪ Lisa Baker, CRNA – Courtesy, Anesthesia, Recruiting Resources</li> </ul> </li> <br/> <li>● Privilege Update: <ul style="list-style-type: none"> <li>▪ Ann Rathe, MD – Active, Psychiatry, WHC</li> </ul> </li> <br/> <li>● Provisional Appointment to Medical Staff: <ul style="list-style-type: none"> <li>▪ Umar Chaudhry, MD – Consulting, Radiology, RCI</li> <li>▪ Stacia Danielson, ARNP – Active, Psychiatry &amp; Mental Health, WHC</li> <li>▪ Alena Ellerbroek, ARNP, Ancillary, Dermatology, Premier Dermatology</li> <li>▪ Justin Ellerbroek, MD – Ancillary, Dermatology, Premier Dermatology</li> <li>▪ Jessica Webb, DO – Active, Family Practice, WHC</li> </ul> </li> <br/> <li>● Resignations from Medical Staff: <ul style="list-style-type: none"> <li>▪ Kamran Karimi, MD – Courtesy, General Surgery, WFHC</li> </ul> </li> <br/> <li>● Revised Clinical Privilege Form: <ul style="list-style-type: none"> <li>▪ Psychiatry (f)</li> </ul> </li> <br/> <li>● New Policies &amp; Procedures: None</li> <br/> <li>● Finance Committee (g)</li> </ul> | <p>Atty presented information about the proposed intranet solution. Discussion was held regarding the costs and benefits of the project. In an effort to move forward with the project before the eCW implementation, the Board agreed that the Executive Committee could review and approve a contract for the intranet solution before the next regular Board meeting.</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>The revised clinical privilege form, listed at left, was presented for review as included in the Board packets. The revised privilege form has been reviewed by the Executive Committee of the Medical Staff and is recommended for approval. A motion was made to approve revised privilege form as written.</p> <p>Bennett reported that the Finance Committee met</p> | <p>Approved</p><br><p>1st - Johnston<br/> 2nd - Campbell<br/> Unanimously<br/> Approved</p><br><p>1st - Campbell<br/> 2nd - Johnson<br/> Unanimously<br/> Approved</p> |
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| <ul style="list-style-type: none"> <li>▪ Capital Purchase FYI – Nitrous Oxide Delivery System &amp; Accessories \$5,312</li> <br/> <li>▪ Capital Request – Cisco ASA 5525-X Adaptive Security Appliance (Firewall) (g1)</li> <br/> <li>▪ Capital Request – Radiant Warmers (g2)</li> <br/> <li>▪ Capital Request – Cardiovascular Ultrasound Machine (g3)</li> <br/> <li>▪ Capital Request – Physio Control LIFENET Basic (g4)</li> <br/> <li>▪ Charity Care</li> <br/> <li>▪ Charity Care Annual Review</li> <br/> <li>• Financial Assistance Policy (h)</li> <br/> <li>• Planetree Update</li> <br/> <li>• Retirement Reception for Dr. Berstler</li> </ul> | <p>this morning. Minutes from the meeting were included in the Board packet. Bennett noted the capital purchase listed at left that was under the Board approval threshold.</p> <p>Tiedt presented a budgeted capital request for a Cisco ASA 5525-X Adaptive Security Appliance at a cost not to exceed \$49,339.68.</p> <p>Nathem presented a budgeted capital request for two radiant warmers at a cost not to exceed \$31,702.24.</p> <p>Nathem presented a budgeted capital request for a cardiovascular ultrasound machine at a cost not to exceed \$84,256.</p> <p>Nathem presented an unbudgeted capital request for Physio Control LIFENET Basic at a cost not to exceed \$11,999. This capital purchase will be funded through a grant award received from the Leona Hensley Foundation via the American Heart Association.</p> <p>A motion was made to approve the capital requests as presented.</p> <p>There were no applications for charity care.</p> <p>Bennett presented an annual review of the charity care provided.</p> <p>Bennett presented revisions to the procedure of our Financial Assistance Policy to meet regulatory requirements. A motion was made to approve the revised Financial Assistance Policy.</p> <p>Solheim presented a Planetree update, noting Planetree retreats have been scheduled for September, October and November. They will be held at the Civic Center for employees, volunteers and Board members. The topics covered will be caring for patients, caring for the team, and caring for self. She also noted that we are recruiting patients to help with the patient health literacy assessment that is being developed.</p> <p>Solheim announced that a retirement reception is being held to honor Dr. Berstler on August 7<sup>th</sup>, from 2 – 4 p.m. in Tendrils Rooftop Garden.</p> | <p>1st - Johnson<br/>2nd - Campbell<br/>Unanimously<br/>Approved</p><br><p>1st - Johnston<br/>2nd - Johnson<br/>Unanimously<br/>Approved</p> |
| <p>XI. Adjourn</p>  | <p>A motion was made to adjourn the meeting at 8:13 p.m.</p>   | <p>1st - Johnston<br/>2nd - Johnson<br/>Unanimously<br/>Approved</p>   |

Next meeting will be held

**Monday, August 22, 2016**

**7:00 p.m.**

**Tendrils Rooftop Garden**