

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

Guests Present:
 Jodi Geerts
 Diane Kohls
 Mary Taylor
 Karen Thalacker
 Jerry Tiedt
 Iris Vering
 Jennie Waller

Speakers Present:
 Jim Atty, CEO
 Ron Ragsdale
 Lisa Bennett
 Dr. David Rathe
 Heidi Solheim

Minutes
 of the Meeting of the
Board of Trustees
 September 24, 2018
 6:00 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 5:57 p.m.	
II. Approval of minutes (b)	Minutes of the 8/24/18 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnston 2nd - Campbell Unanimously Approved
III. Celebrations	Katelyn Froehner, ARNP started today. She will be working in the emergency department. Janesville has been designated as a Rural Health Clinic. We had a positive Joint Commission Laboratory accreditation survey. Welcome to Jodi Geerts, our new Chief Nursing Officer.	
IV. Featured Department – Physical & Occupational Therapy	Ron Ragsdale presented information about the functions and goals of the Physical & Occupational Therapy department.	
V. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for August. A motion was brought forth from the Finance Committee to approve the preliminary financial and statistical report as presented. The audit report will be presented to the Board on October 23 rd .	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 Board packets.	Accepted
VII. Medical Staff Report (Dr. Rathe)	Dr. Rathe reported that the Executive Committee of the Medical Staff met on September 17th. They considered privileging and credentialing items as listed below. They also discussed certification requirements for providers, and a new structure for the Executive Committee that will allow for midlevel participation in the role of secretary/treasurer.	
VIII. C.E.O.'s Report • Physician Recruitment • Iowa Anesthesia Agreement (d1) • Building Project ▪ Project Financing	Atty reported that with the addition of Katelyn Froehner, ARNP in the ED, and LeeAnn Hoodjer, ARNP starting in the Shell Rock Clinic in October, we are fully staffed for providers. Atty presented an agreement with Iowa Anesthesia for general scheduled anesthesia services. A motion was made to approve the agreement as presented. Atty and Bennett presented information about interim financing for the potential building project. Interim financing is required as the USDA does not provide funds until the project is complete.	1st - Campbell 2nd - Lutz Unanimously Approved

IX. Public Comment	Mary Taylor addressed the Board regarding the potential building project.	
X. Old Business	None.	
XI. New Business <ul style="list-style-type: none"> • Critical Access Hospital Annual Program Evaluation (e) • Emergency Management Annual Evaluation (f1 & f2) • Rural Health Clinic Annual Program Evaluations (g1 – g5) • Saba Software Agreement (h) • Request for Privileges: <ul style="list-style-type: none"> ▪ Tamra Schneider, CSA – Allied, Surgical Assist, WHC • Provisional Appointment to Medical Staff: <ul style="list-style-type: none"> ▪ Alyssa Becker, ARNP – Active, Family Practice, WHC ▪ Brenda Cooper, ARNP – Courtesy, Orthopedic Surgery, CVMS ▪ Robin Farley, OPA-C – Courtesy, Orthopedic Physician Assistant, CVMS ▪ Nicholas Masse, MD – Courtesy, Radiology, RCI ▪ Tamra Schneider, CSA – Allied, Surgical Assist, WHC ▪ Samantha Specht, CRNA – Courtesy (locums), Anesthesia, Iowa Anesthesia • Change in Category: <ul style="list-style-type: none"> ▪ Jason Jampoler, RN – from Active to Allied, Surgical Assist, WHC • Provisional to Regular Status: <ul style="list-style-type: none"> ▪ Kalyana Sundaram, MD – Courtesy, Cardiology, CVMS • Continuation of Provisional Status: <ul style="list-style-type: none"> ▪ Brendan Girschek, MD – Courtesy, Ophthalmology, CVMS ▪ Lisa Maher, ARNP – Courtesy, Cardiology, CVMS ▪ Rene Recinos, MD – Courtesy, Plastic Surgery, Mason City Clinic ▪ Abbie Schrader, ARNP – Courtesy, Cardiology, CVMS 	<p>Atty presented the Critical Access Hospital Annual Program Evaluation. A motion was made to approve the program evaluation as presented.</p> <p>Solheim presented the Emergency Management Fiscal Year 2018 annual evaluation as included in the Board packets. A motion was made to approve the annual evaluation as presented.</p> <p>Kohls presented the Rural Health Clinic (RHC) program evaluations for Christophel, Janesville, Nashua, Shell Rock & Women’s Clinics. A motion was made to approve the program evaluations as presented.</p> <p>Atty presented a three-year agreement with Saba Software for performance management software, services and hosting. A motion was made to approve the agreement as presented and included in Board packets.</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 - Johnson 2nd - Campbell Unanimously Approved</p> <p>1st - Johnston 2nd - Johnson Unanimously Approved</p> <p>1st - Campbell 2nd - Lutz Unanimously Approved</p> <p>1st - Johnston 2nd - Johnson Unanimously Approved</p> <p>1st - Campbell 2nd - Lutz Unanimously Approved</p>

<ul style="list-style-type: none"> • Resignations from Medical Staff: <ul style="list-style-type: none"> ▪ Umar Chaudhry, MD – Consulting, Radiology, RCI • Revised Clinical Privilege Forms: <ul style="list-style-type: none"> ▪ Certified Surgical Assistant (i1) ▪ Pediatrics (i2) • New Policies & Procedures: <ul style="list-style-type: none"> ▪ Provider Life Support Certification Requirements (j) • Finance Committee (k) <ul style="list-style-type: none"> ▪ Capital Report ▪ Cash Transfer Report ▪ Financial Assistance Requests • Person-Centered Care Update 	<p>The revised clinical privilege forms, listed at left, were presented for review as included in the Board packets. The privilege forms have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the privilege forms as written.</p> <p>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 the Medical Staff and is recommended for approval. A motion was made to approve the policy as written.</p> <p>Bennett reported that the Finance Committee met this morning, minutes from the meeting were included in the packet.</p> <p>Bennett presented the capital report and cash transfer report as included in the Board packets.</p> <p>Bennett presented an application for financial assistance: <ul style="list-style-type: none"> ▪ Application is for an individual with a balance of \$2,226.17. The applicant qualifies for 100% write-off under our Financial Assistance Policy. The application is being brought forth for Board approval because it falls outside of the 12 month timeframe. A motion was made to approve the application as presented.</p> <p>Solheim presented a person-centered care update, noting that we will not be attending the Planetree conference this year. She reported that we are continuing to work on our care partners program.</p>	<p>1st - Johnson 2nd - Johnston Unanimously Approved</p> <p>1st - Lutz 2nd - Campbell Unanimously Approved</p> <p>1st - Lutz 2nd - Campbell Unanimously Approved</p>
<p>XII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 7:52 p.m.</p>	<p>1st - Johnston 2nd - Johnson Unanimously Approved</p>

Next meeting will be held

Special Meeting

Friday, October 5, 2018

7:30 a.m.

Carstensen/Gruben Room

Monday, October 22, 2018

6:00 p.m.

Tendrils Rooftop Garden

Special Meeting for Audit Presentation

Tuesday, October 23, 2018

12:00 p.m.

Carstensen/Gruben Room