<u>Members Present:</u> Susan Vallem, Chair Ann Henninger Trax Roger Johnson John Johnston Barb Lutz

<u>Speakers Present:</u> Jim Atty, CEO Lisa Bennett, CFO Jodi Geerts, CNO Heidi Solheim, COO <u>Guests Present</u>: Diane Kohls Karen Thalacker Angie Tye Jennie Waller

Minutes of the Meeting of the **Board of Trustees** August 24, 2020 <u>6:00 p.m.</u> <u>meet.google.com/gnj-rrxa-dsu</u>

WAVERLYHEALTH

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Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 6:01 p.m.	
II. Approval of minutes (b)	Minutes from the 7/27/20 meeting were reviewed. Henninger noted a typographical error that needs to be corrected. A motion was made to approve the minutes with correction as noted.	1st – 1ohnston 2nd - Henninger Unanimously Approved
III. Celebrations	Progress on the building project and WHC being listed as a 5 star hospital for patient experience on the CMS Hospital Compare website.	
IV. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for July. A motion was brought forth from Finance Committee to approve the financial and statistical report as presented.	1st - Lutz 2nd - Johnson Unanimously Approved
V. Committee/Department Reports:Environment of Care (d)	The Environment of Care committee report was presented as included in the Board packets.	Accepted
 VI. Medical Staff Report (Dr. Styron) Committee Reports OB Provider Committee ED Provider Committee Trauma Committee Quality Committee 	Geerts reported that the Executive Committee of the Medical Staff and the full Medical Staff met on 8/17. They considered privileging and credentialing items, policies and medical staff bylaw revisions as listed below.	
VII. C.E.O.'s ReportLegislative Update	Atty presented a legislative update, including information about the impacts of COVID, certificate of need, tort reform, healthcare workforce, telehealth, and EMS as an essential service.	
Physician Recruitment	Atty presented an update on physician recruitment to meet patient care needs.	
• Building Project Update (e)	Solheim presented a building project update, noting that the project is on track time wise and financially. Solheim noted the change orders as listed on the project budget summary included in the Board packets.	
• IT Update	Solheim presented an IT update as included in the Board packets.	
• Organizational Chart Update (f)	Atty presented an update to the organizational chart to remove The Spa. A motion was made to approve the updated organizational chart as presented.	1st - Johnson 2nd - Johnston Unanimously Approved
VIII. Quality Update (g)Patient Satisfaction Survey Reports	Geerts presented a quality update, noting that the organizational quality committee met this month.	

Organizational Dashboard	She reported that the organizational dashboard will be presented at the October Board meeting. Patient satisfaction survey reports were included in the Board packets.	
IX. Old Business	None.	
 X. New Business Environment of Care Annual Evaluations (h1-h6) 	Bennett presented the EOC Fiscal Year 2020 annual evaluations as included in the Board packets. A motion was made to approve the annual evaluations as presented.	1st - Lutz 2nd - Johnston Unanimously Approved
• Compliance Program Annual Evaluation (i)	Bennett presented the Compliance Program Fiscal Year 2020 annual evaluation as included in the Board packets. A motion was made to approve the annual evaluation as presented.	Approved 1st - Johnson 2nd - Henninger Unanimously Approved 1st - Henninger 2nd - Lutz Unanimously Approved
• Emergency Management Annual Evaluation (j)	Solheim presented the Fiscal Year 2019 Emergency Management annual evaluation as included in the Board packets. A motion was made to approve the annual evaluation as presented.	
• After Action Report – COVID-19 4 Month Evaluation (k)	Solheim presented the after action report - COVID- 19 4 month evaluation. Discussion was held regarding the evaluation.	
• MSDSonline Renewal (q)	Solheim presented a three year renewal agreement for MSDSonline. A motion was made to approve the renewal agreement as presented.	1st - Johnston 2nd - Johnson Unanimously Approved 1st - Henninger 2nd - Lutz Unanimously Approved
 Request for Privileges: Kelsey Sukovaty, MD – Courtesy, Podiatry, Cedar Valley Podiatry Sherifat Forcey, PMHNP –BC – Consulting, Psychiatric and Mental Health, Integrated Telehealth Partners 	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.	
 Provisional Appointment to Medical Staff: Saleena Neuhaus, LISW – Active, Licensed Independent Social Worker, WHC Marc Romano, PMHNP-BC – Consulting, Psychiatric and Mental Health, Integrated Telehealth Partners Holly Wardlow, LISW – Active, Licensed Independent Social Worker, WHC 		TI
 Reappointment to Medical Staff: Renu Bansal, MD – Active, Family Practice/Nephrology/Internal Medicine, WHC Robert Bartelt, MD – Courtesy, Orthopedic Surgery, CVMS Mark Bennett, CRNA – Courtesy, Anesthesia, Iowa Anesthesia LLC Charles Cibula, DPM – Courtesy, Podiatry, Cedar Valley Podiatry Christopher Considine, DPM – Courtesy, Podiatry, Family Foot Health Care PLC Brenda Cooper, ARNP – Courtesy, ARNP – Orthopedics, CVMS Tarek Daoud, MD – Courtesy, Nephrology, CVMS 		

- Gerald Decker, MD Counsulting, Radiology, RCI
- John Ebensberger, MD Active, Emergency Medicine, WHC
- Katelyn Froehner, ARNP Active, ARNP Emergency Medicine, WHC
- William Fulcher, MD Courtesy, Radiology, RCI
- Tamer Ghosheh, MD Courtesy, Radiology, RCI
- Glenn Hammer, MD Consulting, Radiology, RCI
- Brenton Harris, MD Consulting, Radiology, RCI
- LeeAnn Hoodjer, PMHNP-BC Active, Psychiatric & Mental Health, WHC
- Teresa Isaacson, ARNP Active, Family Practice/Spa, WHC
- Nicholas Masse, MD Courtesy, Radiology, RCI
- Timothy Mulholland, MD Courtesy, Urology, Mason City Clinic
- Mary Nading, PA-C Courtesy, PA-C Orthopedics
- Michael Puk, MD Courtesy, Ophthalmology, CVMS
- Ann Rathe, MD Active, Psychiatry, WHC
- Nicholas Schmerbach, DPM Courtesy, Podiatry, Cedar Valley Podiatry
- Tamra Schneider, SA-C Allied, Certified Surgical Assist, WHC
- Gary Schweiger, MD Courtesy, Radiology, RCI
- Jill Scott, PMHNP-BC Consulting, Psychiatric & Mental Health, Integrated Telehealth Partners
- Samantha Specht, CRNA Courtesy, Anesthesia, Iowa Anesthesia LLC
- Stephen Styron, MD Active, OB-Gyn, WHC
- Jarrod Yates, DO Consulting, Radiology, RCI
- Recommendations Regarding Provisional Status:
 - Joan James, MD Consulting, Psychiatry, Integrated Telehealth Partners
 - Melissa Garrett, MD Courtesy, General Surgery, CVMS
- Revised Medical Staff Bylaws (1)
- New & Revised Policies:
 340B Program Compliance Monitoring Reporting (p1)
 - 340B Program Contract Pharmacy

Geerts presented changes to the Medical Staff Bylaws as included in the Board packets. The changes have been reviewed by the Executive Committee of the Medical Staff and the full Medical Staff and are recommended for approval. A motion was made to approve the revised Medical Staff Bylaws as presented.

Geerts presented new and revised policies as included in the Board packets. The policies have been reviewed by the Executive Committee of the Medical Staff and the full Medical Staff and are 1st - Lutz 2nd - Henninger Unanimously Approved

Operations (p2) • 340B Program Contract Pharmacy Oversight	recommended for approval. A motion was made to approve the new and revised policies as presented.	1st - Henninger 2nd - Johnson
and Monitoring (p3)340B Program Covered Entity Eligibility		Unanimously Approved
(p4)340B Program Education and Competency		
(p5)340B Program Enrollment Recertification		
and Change Requests (p6)340B Program Inventory Management (p7)		
 340B Program Noncompliance Material Breach (p8) 		
 340B Program Patient Eligibility Definition (p9) 		
 340B Program Prevention of Duplicate Discounts (p10) 		
 340B Program Roles and Responsibilities (p11) 		
 Aseptic Technique Accuracy of Measurements and Inspection and Check of Final Product (p12) 		
 Assignment of Risk Level and Beyond Use Dating (p13) 		
 Environmental Cleaning and Disinfection (p14) 		
Hand Hygiene and Garbing Procedures (p15)Master Formulation and Compounding		
Records and Product Labeling (p16)Operation of the CAI and CACI and		
Environmental Monitoring (p17)Outsourcing of Sterile Compounding		
Operations to a FDA Registered 503B Compounding Facility (p18)		
 Personnel Cleanroom Behavior (p19) Personnel Training and Competency 		
Evaluation (p20) Pharmacist Dosing Protocol for Enoxaparin		
(p21) • MM-P&P-1245 Clinical Pharmacist Renal		
Adjustment Dosing (p22) • Patient Visitors During the COVID-19		
Pandemic (p23)Blood Alcohol and Drug Analysis in the		
Emergency Department (p24)Emergency Medical Service Role in the		
Hospital Setting (p25)Utilization of Scribes (Scribe Physician		
Agreement Form) (p26 & p26.1) • Suicidal or Homicidal Patient Management		
(p27)		
• Finance Committee (m1)	Bennett reported that the Finance Committee met on 8/21, minutes from the meeting were included in the Board packets.	
 Capital Request – Fetal Monitors (m2) 	Bennett presented a capital request for fetal monitors. These were budgeted, but the quote came in over the budgeted amount. A motion was brought forth from the Finance Committee to approve the capital request as presented at a cost not to exceed \$36,464.	1st - Johnson 2nd - Lutz Unanimously
		Approved

 Capital Report (m3) Cash Investments & Transfer Report (m4) Financial Assistance Requests Financial Assistance Requests Financial Assistance Annual Review Personnel Committee – 8/5/20 & 8/19/20 (n) XI. Closed Session Iowa Code Chapter 21.5.1(c) – Closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. 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. 	 Bennett presented the capital and cash investments and transfer reports as included in the Board packets. Bennett presented an application for financial assistance: Application is for an individual with a balance of \$23,815.97. The applicant qualifies for a 100% write-off under our Financial Assistance Policy. A motion was made to approve the application as presented. Bennett presented the financial assistance annual review. The Personnel Committee met on 8/5 and 8/19/20. Minutes from the meetings were included in the Board packet. A motion was made to move into closed session at 7:29 p.m. for the purposes identified at left. Attendees for the closed session were: Jim Atty, CEO Susan Vallem, Chair Ann Henninger Trax Roger Johnson John Johnston Barb Lutz Karen Thalacker 	1st - Johnston 2nd - Lutz Unanimously Approved 1st - Johnston 2nd - Henninger Unanimously Approved
XII. Open Session	A motion was made to move back into open session at 8:13 p.m. No action was taken in closed session.	1st - Johnston 2nd - Lutz Unanimously Approved
XIII. Adjourn	A motion was made to adjourn the meeting at 8:20 p.m.	1st - Johnston 2nd - Lutz Unanimously Approved

Monday, September 28, 2020 6:00 p.m. Tendrils Rooftop Garden