

Members Present:
 Susan Vallem, Chair
 Karen Thalacker, Secretary
 Gary Burke
 John Johnston
 Darold Wolff

Speakers Present:
 Mike Trachta, CEO
 Anne Mardorf, CFO
 David Rathe, D.O.
 Mary Conway, COO
 Carol Stone
 Darrin Gillett
 Dan Rigel

Guests Present:
 Rhonda DeBuhr
 Karen Buls
 Ivy Sprague
 Sharon Jahnke
 Mary Mihm

Minutes
 of the Meeting of the
Board of Trustees
 February 23, 2004
 7:00 p.m.
**Carstensen/Gruben
 Room**

WAVERLY HEALTH
 ——— C E N T E R ———
Our Mission: Waverly Health
 Center strives to provide the
 highest quality, patient-focused
 health care.

Item	Discussion/Notes	Action
I. Public Hearing – FY05 Budget	<p>A public hearing was opened at 7 PM to present the FY05 operating and capital budgets. Mardorf presented the FY05 budget. No public comments were received. The public hearing was closed at 7:15 PM. The meeting of the Board of Trustees was called to order to act on the FY05 budget proposals. A motion was made to approve the proposed operating and capital budgets as presented. To be included are a 8% increase in room rates, from \$562, semi-private, to \$607, and from \$579, private, to \$625, effective April 1, 2004, and an aggregate increase of 8% in gross charges, to be effective July 1, 2004.</p>	<p>1st- Thalacker 2nd -Burke Approved</p>
II. Public Hearing – 3 rd Floor Med Surg. Unit	<p>A public hearing was opened at 7:20 PM to review the plans, specifications, form of contract and estimated cost for Phase IV (completion of 3rd floor) were reviewed. No public comments were received. A motion was made to close the Public Hearing. The meeting of the Board of Trustees was recalled to order for action on the plans, specifications, term of contract and estimated cost for Phase IV. A motion was made to approve plans, specifications, term of contract and estimated cost for Phase IV and begin advertising for bids.</p>	<p>1st-Johnston 2nd-Thalacker Approved 1st-Burke 2nd-Johnson Approved</p>
III. Meeting called to order	Called to order by Vallem at 7:35 PM	
IV. Approval of minutes	A motion was made to approve the minutes of the 1/26/04 meeting as written.	<p>1st-Johnston 2nd-Thalacker Approved</p>
V. Construction Update <ul style="list-style-type: none"> • Approval of Phase III bids and 	Gillett presented a construction update and reviewed Bid Package 6 for Fireproofing (\$43,987);	

Cardinal Recommendations	Bid Package 25 for Nurse Call System (\$46,684); and Bid Package 18 for Loading Dock Equipment (11,095). A motion was made to accept these bids as individually considered.	1 st -Burke 2 nd -Wolfe Approved
VI. Financial and Statistical Report <ul style="list-style-type: none"> Operating Statement Balance Sheet Investment Report Ambulance Report Home Health Report 	Mardorf presented the financial and statistical report for January. A motion was made to approve the financial and statistical report. Mardorf presented the Ambulance report for January. No Home Health report was given.	1 st -Wolff 2 nd -Burke Approved Accepted
VII. Committee Reports <ul style="list-style-type: none"> Performance Improvement Committee Environment of Care Committee 	Stone presented the Performance Improvement report as included in the Board packets. Rigel presented the Environment of Care Committee minutes as included in the Board packets.	Accepted Accepted
VIII C.E.O.'s Report	Trachta announced that after further research into a community health grant program, that public hospitals, state, county and city affiliated, cannot participate. Trachta described "Tendrils", a roof-top healing garden and performance space. A motion was made to approve the "Tendrils" project, to be constructed with donated funds and direct the WHC Foundation to help raise the needed funds.	1 st -Johnston 2 nd -Thalacker
IX. Medical Staff Report	Rathe reported on the January Medical Staff meeting.	Accepted
X. Old Business		
XI. New Business <ul style="list-style-type: none"> Appointments to Medical Staff: <ul style="list-style-type: none"> Marcia Kelliham, D.O. Barbara L. Weno, M.D. Marilyn W. Hines, M.D. Jean Hoy, ARNP Sara DeVore, ARNP New/Revised Policies: <ul style="list-style-type: none"> Courier Service Ground Safety for Hospital Helipad Work Orders Equipment Inventory Management, Medical & Non-medical Helicopter Safety Patient Bed Preventive Maintenance Dress Code Working on Medical Surgical and ER Finance Committee <ul style="list-style-type: none"> Capital Requests <ul style="list-style-type: none"> Segmental Pressure 	A motion was made to approve the preceding as individually considered. Trachta described the new policies as listed at left. A motion was made to approve the new policies. Trachta reported that the Finance Committee met on 2/9/04. Trachta presented the minutes as included in the packet for the 2/9/04 meeting. A	1 st -Thalacker 2 nd -Johnston 1 st -Burke 2 nd -Thalacker Approved 1 st -Burke 2 nd -Wolff Approved

<p>Equipment</p> <ul style="list-style-type: none"> ▪ Dishes <ul style="list-style-type: none"> • Personnel Committee 	<p>motion was made to approve the minutes as written.</p> <p>Trachta presented a motion with a second from the Finance Committee to approve the purchase of Segmental Pressure Screening using annual fund dollars and dishes and a dish warmer.</p> <p>Trachta reported that the Personnel Committee selected Linda Hansen as March's Employee of the Month.</p>	
<p>XII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:40 PM.</p>	<p>1st-Johnston 2nd-Burke Approved</p>

Next meeting will be held
 March 22, 2004
 7:00 p.m.
 Carstensen/Gruben Room

Karen Thalacker, Secretary
 Board of Trustees

Mike Trachta
 Chief Executive Officer