

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

Speakers Present:
 Mike Trachta, CEO
 Mary Conway, CCS
 Lisa Bennett, CFO
 Dawn Morey, D.O.
 Heidi Solheim
 Jimmy Wilson

Members Excused:
 Susan Vallem, Chair

Guests Present:
 Karen Buls
 Rhonda DeBuhr
 Dan Rigel
 Jennie Waller
 Ron Mathias

Minutes
 of the Meeting of the
Board of Trustees
 July 25, 2005
 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
Public Hearing Regarding Lease of Clinic Space to Ann F. Bell, M.D.	Thalacker opened the Public Hearing regarding the lease of clinic space to Dr. Bell at 7:00.m. There were no written or verbal public comments regarding the lease. A motion was made to close the public hearing at 7:01 p.m.	1 st – Wolff 2 nd – Burke Approved
I. Meeting called to order	Called to order by Thalacker at 7:01 p.m.	
II. Approval of minutes	Minutes from the 6/27/05 meeting were reviewed and a motion was made to approve the minutes as written.	1 st – Burke 2 nd – Wolff Approved
III. Centennial Pavilion <ul style="list-style-type: none"> • Construction Update 	Trachta and Rigel presented an update on the construction progress to date. They met with Cardinal Construction last week to discuss open items and will be meeting with Horthy Elving to develop a plan for resolution.	
IV. Financial and Statistical Report <ul style="list-style-type: none"> • Operating Statement • Balance Sheet • Investment Report • Deposits by Institution • Cash Flow Analysis • Ambulance Report • Home Health Report 	<p>Bennett presented the financial and statistical report for June. There was a motion with a second from the Finance Committee to approve the financial and statistical reports as written.</p> <p>Bennett announced that we should be receiving our interim cost report settlement in approximately two weeks. The lump sum amount will be \$612, 800 for the first eleven months of the year based on costs. Our new adjusted rates will go into effect August 1st.</p> <p>Bennett presented the Home Health report and the Ambulance report as included in the Board packets for review. Wolff questioned why there was no information in the Home Health Report for the three previous fiscal years even though there are columns for the information. This information will be presented at the next Board meeting.</p>	<p>1st – Burke 2nd – Wolff Approved</p> <p>Accepted</p>
V. Balanced Scorecard – James Wilson	<p>Wilson presented a draft of the balanced scorecard that has been developed for Waverly Health Center.</p> <p>Trachta requested that Board members take time to review the balanced scorecard, and consider which indicators should be included, and what the targets should be. He stated that the targets that are set for the balanced scorecard should match with the goals for the employee incentive program.</p>	

<p>VI. Committee Reports</p> <ul style="list-style-type: none"> ● Performance Improvement ● Environment of Care 	<p>The Performance Improvement committee minutes, Environment of Care committee minutes and 2nd quarter report were presented as included in the Board packets. Conway noted that the hospital pharmacy has been working on a PI project to assess the availability of resource books and dosing charts for nursing units after units relocated. This will directly impact patient safety by providing adequate resources to help prevent medication errors.</p>	<p>Accepted</p>
<p>VII. Press Ganey Patient Satisfaction Trends</p>	<p>Solheim presented information about our Press Ganey patient satisfaction trends.</p> <p>Solheim announced that we should be receiving further information about the Gold Standard Performance report which details the top 35 Critical Access Hospitals in the United States.</p>	
<p>VIII. Press Ganey Patient Satisfaction – Safety</p>	<p>Conway presented patient satisfaction survey comments pertaining to safety suggestions for the last 6 months, and reported on the actions that were taken. She will continue to present this information on a biannual basis.</p>	
<p>IX. C.E.O.'s Report</p>	<p>Trachta reported that we met the patient satisfaction goal for the employee incentive bonus, but not the financial goal. Discussion was held regarding the possibility of offering a 5th quarter or year end incentive bonus. A motion was made to approve the payment of a year end incentive bonus in recognition of a strong financial and patient satisfaction year.</p> <p>Trachta presented a proposal from TIAA-CREF to provide a voluntary 403b plan and a voluntary public 457b plan for Waverly Health Center. The proposal included a one time set up fee of \$2750.00. A motion was made to approve the proposal from TIA-CREF as presented.</p>	<p>1st – Wolff 2nd – Burke Approved</p> <p>1st – Burke 2nd – Wolff Approved</p>
<p>X. Medical Staff Report</p>	<p>Trachta reported that Dr. Heithoff, a new family practice physician is slated to start practicing at the Rohlf Memorial Clinic on August 1st.</p>	
<p>XI. Old Business</p>	<p>None</p>	
<p>XII. New Business</p> <ul style="list-style-type: none"> ● Appointments to the Medical Staff: <ul style="list-style-type: none"> ▪ Brad Heithoff, M.D. – Family Practice ● Change of Medical Staff Status – Active to Courtesy: <ul style="list-style-type: none"> ▪ Matt Sowle, PA-C ● Resignations from the Medical Staff: <ul style="list-style-type: none"> ▪ Eric Opheim, D.O. - ER ● Reappointments to the Medical Staff: <ul style="list-style-type: none"> ▪ Paul Richardson, M.D. - Urology ● New/Revised Policies: <ul style="list-style-type: none"> ▪ Weekend Package/Radiology 	<p>Trachta presented the appointment to the Medical Staff, change of Medical Staff status, resignation from Medical Staff, and reappointment to Medical Staff as listed at left. The files have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve each of the items as individually considered.</p> <p>Trachta presented the new/revised policies as listed at left, and included in the Board packets. A motion</p>	<p>1st – Johnston 2nd – Wolff Approved</p> <p>1st – Burke</p>

<ul style="list-style-type: none"> ▪ Weekend Packages/HR ▪ Weekend Packages/OB • Annual Auxiliary Report 2004-2005 • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request: Stryker Digital Capture Device - \$14,423.38 • Personnel Committee 	<p>was made to approve the policies as written and individually considered.</p> <p>Trachta presented the Annual Auxiliary Report as included in the Board packets. Trachta will send a letter expressing the Board's gratitude to the Auxiliary for the support they continue to provide to Waverly Health Center.</p> <p>Trachta reported that the Finance Committee met on July 22, 2005. Minutes from said meeting were included in the Board packets. A motion was brought forward from the Finance Committee to approve the capital request for a Stryker Digital Capture Device at a cost not to exceed \$14,423.38.</p> <p>Trachta reported that the Personnel Committee met prior to this meeting. The committee reviewed one Employee of the Month nomination. Janet Buehler, Birthing Center RN was selected as the Employee of the Month for August. Buehler was nominated for outstanding customer service and being an invaluable member of the Birthing Center team.</p>	<p>2nd – Johnston Approved</p> <p>Accepted</p> <p>1st – Wolff 2nd – Burke Approved</p>
<p>XIII. Adjourn</p>	<p>A motion was made adjourn the meeting at 8:30 p.m.</p>	<p>1st – Johnston 2nd – Wolff Approved</p>

Next meeting will be held
September 26, 2005
7:00 p.m.
Carstensen/Gruben Room

Karen Thalacker, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer