

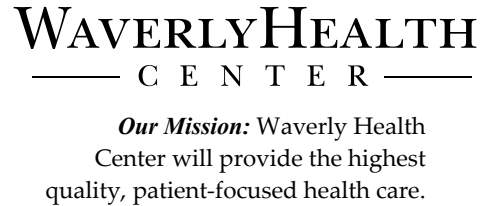
Members Present:
 Susan Vallem, Chair
 Gary Burke
 Roger Johnson
 John Johnston

Guests Present:
 Rhonda DeBuhr
 Jean Harrington-Britt
 Holly Little
 Ron Mathias
 Dan Rigel
 Jennie Waller

Members Excused:
 Darold Wolff

Speakers Present:
 Mike Trachta, CEO
 Lisa Bennett, CFO
 Elly Steffen, COO
 Karen Buls
 Heidi Solheim

Minutes
 of the Meeting of the
Board of Trustees
 November 27, 2006
 7:00 p.m.
Carstensen/Gruben Room



Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:00 p.m.	
II. Approval of minutes	Minutes from the 10/23/06 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Johnston 2 nd – Burke Approved
III. Financial and Statistical Report	Bennett presented the financial and statistical report for October. A motion with a second was brought forth from the Finance Committee to approve the financial and statistical reports as written.	1 st – Burke 2 nd – Johnson Approved
IV. CORS Report – 2 nd Quarter	Solheim presented the 2 nd Quarter CORS report along with IHA benchmarking data.	Accepted
V. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Environment of Care • Home Health/Alternative Care 	The Performance Improvement, Environment of Care and Home & Community Health/Alternative Care reports were presented as included in the Board packets.	Accepted
VI. C.E.O.'s Report <ul style="list-style-type: none"> • JCAHO Survey • Home & Community Health Annual Report • Critical Access Hospital Annual Report • PACS • WADG Membership • Therapy Contracts 	<p>Trachta reported on the results of the Joint Commission survey – he will email the report to Trustees.</p> <p>Trachta presented the Home & Community Health Annual Report as included in the Board packets.</p> <p>Trachta presented the Critical Access Hospital Annual Report as included in the Board packets. A motion was made to approve the report as presented.</p> <p>Bennett presented a cost analysis for the implementation of a PACS digital radiology system. A motion was made to approve the GE proposal.</p> <p>Trachta presented the renewal notice for the hospital's Waverly Area Development Group membership. A motion was made to approve payment of membership dues in the amount of \$10,000, which is consistent with the amount paid last year.</p> <p>Trachta presented a memorandum regarding therapy contracts as included in the Board packets. Discussion was held regarding issuing a Request for Proposals for combined PT/OT contracts including the first step of issuing a notice of non-renewal to</p>	<p>Accepted</p> <p>1st – Burke 2nd – Johnson Approved</p> <p>1st – Johnston 2nd – Burke Approved</p> <p>1st – Burke 2nd – Johnson Approved</p>

	<p>Northern Iowa Therapy. Johnson excused himself from the discussion due to a conflict of interest. Trachta reported that a committee consisting of employees and Medical Staff members will be convened to help review the proposals and determine which proposal will best meet the needs of our patients. There was consensus to move ahead as described.</p>	
VII. Medical Staff Report	<p>Trachta announced that the Joint Meeting of the Board of Trustees and the Medical Staff is scheduled for Monday, December 18th at Centennial Oaks.</p>	
VIII. Service Excellence Update	<p>Steffen reported that a Service Empowerment Leadership course is scheduled for all managers on Thursday and Friday. There will be more opportunities for Board member participation in future sessions.</p>	
<p>IX. Old Business</p> <ul style="list-style-type: none"> • Master Facility Planning • Parking • Rooftop Garden – Resolution Approving Rooftop Garden Construction and Public Bidding Process • IT Recommendation/Financial Forecast 	<p>Trachta reported that the Golf Commission approved endorsing a land swap with the hospital. Trachta will be working with hospital attorney Gaylen Hassman to develop a contract for the proposed land swap which has been proposed to include - \$750,000 for construction of two new golf holes, \$90,000 for five years worth of additional maintenance costs associated with the new holes, and approximately \$150,000 for purchase of the farmland. The contract will be written to purchase the land from the City now, and to lease it back to the City with the requirement to provide them with 3 years notice of our intent to claim the property/discontinue the lease. Trachta will send the proposed contract to the Trustees for review prior to the December meeting. The City Council will consider the proposal at their December 18th meeting.</p> <p>Trachta reported that the City Council has approved 2 readings of an ordinance which would allow no parking on the hospital's side of 2nd Avenue and 8th Street. It needs to go through one more reading before it has final approval.</p> <p>Trachta presented a resolution adopting plans, specifications, form of contract, estimated cost for the construction of the Waverly Health Center – Tendrils Rooftop Garden project and adopting notice to bidders and ordering the administrator to publish notice to bidder and fixing a date for receiving same. A motion was made to adopt the resolution as presented.</p> <p>Bennett presented the updated financial forecast from Denman & Company as presented to the Finance Committee on 11/15/06. The forecast was revised to include the expense associated with the IT recommendation that was presented at last month's Board meeting. The consensus of the Board was to move forward with the IT recommendation based upon the favorable revised forecast.</p>	<p>1st – Johnson 2nd – Johnston Approved</p>

<p>X. New Business</p> <ul style="list-style-type: none"> • Appointment to Medical Staff: <ul style="list-style-type: none"> ▪ Joginder Singh, M.D. – Courtesy, Oncology/Hematology, CVMS • Reappointment to Medical Staff: <ul style="list-style-type: none"> ▪ Brandi Cassaday, PA-C – Ancillary, Orthopedics, CVMS ▪ Kalyana Sundaram, M.D. – Consulting, Cardiology, CVMS • Provisional to Regular Status on Medical Staff: <ul style="list-style-type: none"> ▪ Jennifer Beaty, M.D. – Active, General Surgery, WHC ▪ Barbara Burkle, ARNP – Ancillary, Gastroenterology, CVMS ▪ J. Matthew Glascock, M.D. – Consulting, General Surgery, Covenant ▪ Ravindra Mallavarapu, M.D. – Consulting, Gastroenterology, CVMS ▪ Kimberly VerSteeg, D.O. – Active, OB/Gyn, WHC • Resignations from Medical Staff: <ul style="list-style-type: none"> ▪ Larry VanDaalen, O.D. ▪ Ron Roelfs, O.D. ▪ Randy Wirtz, ARNP ▪ Deborah VanDyke, ARNP (effective 12/31/06) • New/Revised Policies: <ul style="list-style-type: none"> ▪ Ambulance Transfer of OB Patients/BC ▪ Admission of Patients to OB/GYN Area/BC ▪ OB Coverage/BC ▪ Admission and Assessment of Patients in Labor/BC ▪ Amniotomy/BC ▪ Doppler Ultrasound Stethoscope/BC ▪ Non-Stress Test Procedure/BC ▪ Contraction Stress Test/Oxytocin Challenge Test/BC ▪ Use of Oxytocin/BC ▪ Fetal Monitoring/BC ▪ Use of Prostin in Post-partum Hemorrhage/BC ▪ Scheduled Cesarean Section/BC ▪ Magnesium Sulfate Use for Preterm Labor/BC ▪ Magnesium Sulfate for Hypertension/BC ▪ IV Terbutaline Use/BC ▪ Guidelines for Preventing Group B Streptococcal (GBS) Infection/BC ▪ Cervidil Labor/BC ▪ Cytotec for Induction of Labor/ Cervical Ripening/BC ▪ Prostaglandin Gel Induction/BC ▪ Amnioinfusion Procedure/BC 	<p>Trachta presented the appointment and reappointments to Medical Staff and the provisional to regular appointments, and resignations as listed at left. The files have been reviewed by the Executive Committee of the Medical Staff. The Executive Committee recommends approval. A motion was made to approve the items as individually considered and recommended by the Executive Committee of the Medical Staff.</p> <p>Trachta presented the new/revised policies as listed at left, and included in the Board packets. Buls reported that the Attendance Policy is a new policy that was developed by an employee task force. It will be presented to employees by the task force in January and will become effective in February, 2007. A motion was made to approve the policies as written and individually considered.</p>	<p>1st – Burke 2nd – Johnston Approved</p> <p>1st – Johnson 2nd – Burke Approved</p>
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<ul style="list-style-type: none"> ▪ Intrathecal Analgesia Administration During Intra-Partum Care of the Patient/BC ▪ Epidural Anesthesia/BC ▪ Mityvac Procedure/BC ▪ Placenta Examination/BC ▪ Nitrazine Test for Ruptured Membranes/BC ▪ Administration of Cytotec (Misoprostol) for Postpartum Hemorrhage/BC ▪ Fundal Pressure/BC ▪ Shoulder Dystocia/BC ▪ Whirlpool Use by Laboring Patients/BC ▪ Amniocentesis/BC ▪ External Version/BC ▪ Care of Infant in Delivery Room/BC ▪ Requisitioning Tests on Cord Blood/BC ▪ Umbilical Cord Blood Studies/BC ▪ Care of Infants Delivered Outside of the Hospital/BC ▪ Admission and Initial Assessment of Newborn/BC ▪ Gavage Feedings for Infant/BC ▪ Circumcision/BC ▪ Isolation of Newborn Infants and Isolation of Mother/BC ▪ Herpes Viruses – Newborn Areas/BC ▪ Completing Birth Certificate Worksheet/BC ▪ Bili-Lite for Jaundiced Newborns/BC ▪ Respiratory Distress and the Administration of Oxygen to Neonate/BC ▪ Hearing Screening of Newborns/BC ▪ Stillbirth/BC ▪ Adoption Procedure/BC ▪ Newborn Pain Management/BC ▪ Fire Policy ▪ Attendance Policy <ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ Charity Care Application ▪ Capital Purchase FYI – Sara Plus – Patient Lift with Slings - \$7,017.65 • Personnel Committee 	<p>Trachta reported that the Finance Committee met on November 15th. Minutes from said meeting were included in the Board packets.</p> <p>Bennett presented an application for charity care in the amount of \$30,261.10. The application meets the guidelines set forth in our new charity care policy. A motion was made to approve the application as presented.</p> <p>Trachta reported that a Sara Plus – patient lift with slings was purchased at a cost of \$7,017.65.</p> <p>Buls reported that the Personnel Committee met prior to this meeting. Gary Schultz, a Registered Nurse in the Surgery Complex was selected as the Employee of the Month for December. Schultz was nominated for the award by a patient for providing exceptional, caring service and by a co-worker for</p>	<p>1st – Burke 2nd – Johnston Approved</p>
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<ul style="list-style-type: none"> • Cost Report 	<p>consistently going above and beyond.</p> <p>Bennett reported that Denman & Company is still working on the cost report – she will email the estimated settlement amount when she receives it.</p>	
<p>XI. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:40 p.m.</p>	<p>1st – Johnston 2nd – Burke Approved</p>

Next meeting will be held
December 18, 2006
6:00 p.m.
Centennial Oaks

Gary Burke, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer