

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

Guests Present:  
 Karen Buls  
 Derek Kruempel  
 Dan Rigel  
 Iris Vering  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 March 20, 2006  
 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.

Speakers Present:  
 Jay Albaugh  
 Mike Trachta, CEO  
 Lisa Bennett, CFO  
 Elly Steffen, COO  
 Mary Conway, CCS  
 Rhonda DeBuhr  
 Heidi Solheim  
 Dr. Roger Skierka

<b>Item</b>	<b>Discussion/Notes</b>	<b>Action</b>
I. Meeting called to order	Called to order by Vallem at 7:07 p.m.	
II. Approval of minutes	Minutes from the 2/27/06 meeting were reviewed. A motion was made to approve the minutes as written.	1 <sup>st</sup> – Wolff 2 <sup>nd</sup> – Burke Approved
III. Featured Department: Ambulance – Jay Albaugh	Albaugh presented information about the ambulance department.	
IV. Financial and Statistical Report	Bennett presented the financial and statistical report for February. A motion was brought forth from the Finance Committee to approve the financial and statistical reports as written.	1 <sup>st</sup> – Johnson 2 <sup>nd</sup> – Burke Approved
V. MRI/CT Construction Bids	Steffen presented bids for the MRI/CT construction project. InVision issued a recommendation to approve the bid of \$349,447 from Peters Construction. A motion was made to approve the Peters Construction bid.	1 <sup>st</sup> – Johnston 2 <sup>nd</sup> – Johnson Approved
VI. Committee/Department Reports: <ul style="list-style-type: none"> <li>• Performance Improvement</li> <li>• Home Health/Alternative Care</li> </ul>	The Performance Improvement and Home & Community Health/Alternative Care reports were presented as included in the Board packets.	Accepted
VII. Medical Staff Satisfaction Survey Report	Solheim presented the results from the Medical Staff satisfaction survey conducted by Press Ganey.	
VIII. C.E.O.'s Report	Trachta reported that the recruiting process for an additional OB-Gyn is almost complete. He expects that a contract will be signed in the next day or two. Additional information will be forwarded to the Board members as it becomes available.  Trachta reported that Covenant Clinic has hired Dr. Jessica Boevers to replace Dr. Roger Skierka in the Shell Rock Clinic.  Trachta reported that Paula Anderson, ARNP has submitted her resignation. She has accepted a position with Cedar Valley Medical Specialists.	
IX. Medical Staff Report	Dr. Skierka reported that Dr. Spencer Carlstone is not coming to practice at the Covenant Clinic in Waverly as previously planned. He reported that	

	Covenant will be recruiting 4 additional physicians to the Waverly clinic, and is planning on opening a clinic in Nashua.	
X. Old Business	None.	
XI. New Business <ul style="list-style-type: none"> <li>• Appointments to Medical Staff: <ul style="list-style-type: none"> <li>▪ Paul Burgett, M.D. – General Surgery</li> <li>▪ Jason Geseme, M.D. – General Surgery</li> <li>▪ Robert Cak, M.D. – General Surgery</li> <li>▪ Steve Davis, M.D. – General Surgery</li> <li>▪ Brian Gerrelts, M.D. – General Surgery</li> <li>▪ David Huyette, M.D. – Radiology</li> <li>▪ James Connell, M.D. – Radiology</li> </ul> </li> <li>• Reappointment to Medical Staff: <ul style="list-style-type: none"> <li>▪ Paul Novak, M.D. - ER</li> <li>▪ Wei Yang, M.D. – Pathology</li> <li>▪ Sarah DeVore, ARNP – Nephrology</li> <li>▪ David Kabel, M.D. - Cardiology</li> </ul> </li> <li>• Resignation From Medical Staff: <ul style="list-style-type: none"> <li>▪ Ayyaz Shah, D.O. - Dermatology</li> </ul> </li> <li>• Revised Privilege Listings: <ul style="list-style-type: none"> <li>▪ Ophthalmology</li> <li>▪ Cardiology</li> </ul> </li> <li>• New/Revised Policies: <ul style="list-style-type: none"> <li>▪ Chest Tube Insertion and Maintenance</li> <li>▪ Chain of Command for Physician Notification and Patient Care Issues</li> <li>▪ Informed Consent</li> <li>▪ Sputum Collection</li> <li>▪ Nasal Washing Procedure for Specimen Collection</li> <li>▪ Nursing Admission Assessment</li> <li>▪ Patient Reassessment</li> <li>▪ Gait Belts</li> </ul> </li> <li>• Finance Committee</li> </ul>	Conway presented the appointments and reappointments to Medical Staff and the resignation from Medical Staff 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 credentialing items as recommended by the Executive Committee of the Medical Staff.  Conway presented the revised privilege listings as listed at left, and included in the Board packets. Conway developed the forms in collaboration with practitioners in the applicable fields of practice. The forms have been reviewed and are recommended for approval by the Medical Staff. A motion was made to approve the privilege listings as written and individually considered.  DeBuhr presented the new/revised policies as listed at left, and included in the Board packets. A motion was made to approve the policies as written and individually considered.  Trachta reported that the Finance Committee earlier today. Minutes from said meeting were distributed. Trachta presented a \$15,000 request from the Health Resource Committee to purchase materials for the Community Health Resource Library in the Centennial Pavilion. A motion was made to approve the request as presented.  Bennett presented the revised financial forecast for fiscal years 2006 through 2010, prepared by Denman and Company. Based on assumptions provided to Denman and Company, the forecast shows a strong financial future. After a slight decrease in the operating margin in 2007, the margin shows a steady	1 <sup>st</sup> – Wolff 2 <sup>nd</sup> – Burke Approved  1 <sup>st</sup> – Johnson 2 <sup>nd</sup> – Wolff Approved  1 <sup>st</sup> – Johnston 2 <sup>nd</sup> – Burke Approved  1 <sup>st</sup> – Burke 2 <sup>nd</sup> – Johnson Approved

<ul style="list-style-type: none"> <li>• Personnel Committee</li>   <li>• Rooftop Garden Fundraiser</li>   <li>• Cardiovascular Services Certification</li>   <li>• Patient Care Compliment</li> </ul>	<p>increase. Bennett also noted that this increase holds true for the cash position and also the debt service coverage ratio.</p> <p>Buls reported that the Personnel Committee met prior to this meeting. Janel Theis, a Licensed Practical Nurse in the Women’s Clinic was selected as the Employee of the Month for April. Theis was nominated for thinking outside the box to accommodate patients during an especially busy day.</p> <p>Solheim reported that on Sunday, May 7, Waverly Health Center is sponsoring a reception and rose dedication for Simon Estes, renowned opera bass-baritone, Wartburg College artist-in-residence and Waverly distinguished citizen. The Griffith Buck family will honor Mr. Estes at the event by naming a Buck hybridized rose after him. The event will take place from 2 to 4 p.m. in the Wartburg College Castle Room</p> <p>Trachta reported that our Cardiovascular Services department has achieved national certification.</p> <p>Johnston reported that he received very complimentary report from the family of a hospice patient. He commended staff for the fine care they provide to our patients.</p>	
<p>XII. Adjourn</p>	<p>A motion was made adjourn the meeting at 8:20 p.m.</p>	<p>1<sup>st</sup> – Johnston  2<sup>nd</sup> – Burke  Approved</p>

Next meeting will be held  
April 24, 2006  
7:00 p.m.  
Carstensen/Gruben Room

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**Gary Burke, Secretary**  
**Board of Trustees**

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**Mike Trachta**  
**Chief Executive Officer**