

Members:  
 Susan Vallem, Chair  
 Gary Burke  
 John Johnston

Members Excused:  
 Roger Johnson  
 Darold Wolff

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

Guests Present:  
 Amy VanGundy  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 June 26, 2006  
 7:00 p.m.  
**Carstensen/Gruben Room**

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

Item	Discussion/Notes	Action
Public Hearing Regarding Public Improvement – Home Health Move & Clinic Construction	Vallem opened the Public Hearing regarding public improvement – Home Health move and clinic construction at 7:02 p.m. There were no written or verbal public comments regarding the proposed public improvement. Steffen reported that the bids for the project came in considerably higher than expected and therefore no action is being recommended at this time. The public hearing was closed at 7:03 p.m.	
I. Meeting called to order	Called to order by Vallem at 7:03 p.m.	
II. Approval of minutes	Minutes from the 5/22/06 meeting were reviewed. A motion was made to approve the minutes as written.	1 <sup>st</sup> – Burke 2 <sup>nd</sup> – Johnston Approved
III. Featured Department: Speech Therapy – Mary Ochoa	Mary Ochoa presented information about the functions and goals of the Speech Therapy department.	
IV. Financial and Statistical Report	Bennett presented the financial and statistical report for May. A motion with a second was brought forth from the Finance Committee to approve the financial and statistical reports as written.	1 <sup>st</sup> – Burke 2 <sup>nd</sup> – Johnson Approved
V. Committee/Department Reports: <ul style="list-style-type: none"> <li>• Performance Improvement</li> <li>• Environment of Care</li> <li>• Home Health/Alternative Care</li> </ul>	The Performance Improvement, Environment of Care and Home & Community Health/Alternative Care reports were presented as included in the Board packets.	Accepted
VI. Press Ganey Patient Satisfaction Survey Reports	Solheim presented the Press Ganey patient satisfaction quarterly reports for Surgery, ER, Outpatient and Inpatient along with the Press Ganey patient satisfaction annual report for Home Health. Solheim presented information about the HCAHPS implementation.	
VII. C.E.O.'s Report <ul style="list-style-type: none"> <li>• CRNA Employment Agreement</li> <li>• Vision Iowa Community Attractions &amp; Tourism Grant Agreement</li> </ul>	<p>Trachta presented an employment agreement for Wayne Blumhardt, CRNA as reviewed by the Executive Committee of the Board. A motion was made to approve the Executive Committee action of approving the contract.</p> <p>Trachta presented the CAT grant agreement as included in the Board packets, announcing that the Foundation did approve a \$100,000 gift to the rooftop garden project as a required condition of the CAT grant award. The other conditions of the grant award were reviewed and a motion was made to approve the CAT grant agreement as presented.</p>	<p>1<sup>st</sup> – Johnston 2<sup>nd</sup> – Burke Approved</p> <p>1<sup>st</sup> – Burke 2<sup>nd</sup> – Johnston Approved</p>



<ul style="list-style-type: none"> <li>▪ Bushra Sulieman, M.D. - ER</li> <li>• Revised Privilege Listings: <ul style="list-style-type: none"> <li>▪ Otolaryngology</li> </ul> </li> <li>• New/Revised Policies: <ul style="list-style-type: none"> <li>▪ Transitional Care/Med/Surg</li> <li>▪ Low Patient Census or Workload/ Human Resources</li> <li>▪ Access to Electronic Records/Health Information Management</li> <li>▪ Purchases, Capital Expenditures – Equipment, Renovations, Supplies/ Materials Management</li> </ul> </li> <li>• Finance Committee <ul style="list-style-type: none"> <li>▪ Capital Request – Cryostat</li> </ul> </li> <li>▪ Resolution Naming Depositories</li> <li>▪ IT Proposal</li> <li>• Personnel Committee</li> <li>• Introduction – Amy VanGundy</li> <li>• Community Requests for First Aid Supplies</li> </ul>	<p>Trachta presented the revised privilege listing as listed at left, and included in the Board packets. Conway developed the form in collaboration with Dr. Bell. The form has been reviewed and is recommended for approval by the Executive Committee of the Medical Staff. A motion was made to approve the privilege listing as written and individually considered.</p> <p>Trachta 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.</p> <p>Trachta reported that the Finance Committee met on June 20<sup>th</sup>. Minutes from said meeting were included in the Board packets. Trachta presented the following capital requests:</p> <ul style="list-style-type: none"> <li>▪ Cryostat 0620E/110 at a cost not to exceed \$14,495</li> </ul> <p>A motion with a second was brought forth from the Finance Committee to approve the capital request as listed above.</p> <p>Bennett presented a resolution naming depositories. The resolution has been revised to add Victoria State Bank in Victoria, Minnesota for the anesthesia billing service. A motion was made to adopt the resolution as presented.</p> <p>A motion with a second was brought forth from the Finance Committee to approve the proposal for IT Chief Information Officer (CIO) services from ICE Technologies at an estimated cost of \$95,000.</p> <p>Trachta reported that the Personnel Committee met prior to this meeting. Heidi Harms was selected as the Employee of the Month for July. Harms, a Registered Nurse in the Emergency Room was nominated by 3 co-workers for coming in on her day off to care for a small child whose expectant mother was a patient in ER.</p> <p>Trachta introduced Amy VanGundy, Administrative Intern. VanGundy will be working on the annual benchmarking report and will present the report at the July Board meeting.</p> <p>Solheim reported that the Marketing department has been receiving requests for donations of first aid supplies for community groups/events. She requested a yearly allotment of \$500.00 with which the hospital could purchase first aid kits with the WHC logo that would be donated to community groups/events. A motion was made to approve the</p>	<p>1<sup>st</sup> – Johnston 2<sup>nd</sup> – Burke Approved</p> <p>1<sup>st</sup> – Burke 2<sup>nd</sup> – Johnston Approved</p> <p>1<sup>st</sup> – Johnson 2<sup>nd</sup> – Burke Approved</p> <p>1<sup>st</sup> – Johnston 2<sup>nd</sup> – Burke Approved 1<sup>st</sup> – Burke 2<sup>nd</sup> – Johnson Approved</p> <p>1<sup>st</sup> – Johnston</p>
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	request for funding.	2 <sup>nd</sup> – Burke Approved
XI. Adjourn	A motion was made adjourn the meeting at 8:17 p.m.	1 <sup>st</sup> – Burke 2 <sup>nd</sup> – Johnston Approved

Next meeting will be held  
 July 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**