

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

Members Excused:
 John Johnston

Guests Present:
 Jennie Waller

Speakers Present:
 Mike Trachta, CEO
 Jill Klein
 Lisa Bennett, CFO
 Iris Vering
 Dr. R. Skierka
 Rhonda DeBuhr
 Heidi Solheim
 Karen Buls

Minutes
 of the Meeting of the
Board of Trustees
 March 26, 2007
 7:00 p.m.
Carstensen/Gruben Room



Our Mission: Waverly Health Center will provide the highest quality, patient-focused health care.

Item	Discussion/Notes	Action
Public Hearing Re: 2007 Laboratory Remodel Project	Vallem opened the Public Hearing regarding the 2007 Laboratory Remodel Project at 7:00 p.m. There were no written or verbal public comments regarding the 2007 Laboratory Remodel Project. Estimated cost of the project is \$210,000. Vallem closed the hearing at 7:01 p.m.	
Public Hearing Re: 2007 South Parking Lot Construction	Vallem opened the Public Hearing regarding the 2007 South Parking Lot Construction at 7:01 p.m. There were no written or verbal public comments regarding the 2007 South Parking Lot Construction. Estimated cost of the project is \$100,000. Vallem closed the hearing at 7:02 p.m.	
I. Meeting called to order	Called to order by Vallem at 7:02 p.m.	
II. Approval of minutes	Minutes from the 2/26/07 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Wolff 2 nd – Burke Approved
III. Featured Department – Health Promotion, Jill Klein	Jill Klein presented information about the functions and goals of the Health Promotion department.	
IV. Financial and Statistical Report	Bennett presented the financial and statistical report for February. 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
V. Rooftop Garden – Construction Report	Trachta reported that the initial cost estimate of \$1.1 million that was presented to the Board did not include the design and engineering fees, or the cost of furniture. The amended cost of the project is \$1.23 million. This includes a \$50,000 contingency. Discussion was held regarding raising the additional \$230,000 that will be necessary to complete the project. The Board encouraged the Foundation to contact previous donors.	
VI. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Home Health/Alternative Care 	The Performance Improvement and Home & Community Health/Alternative Care reports were presented as included in the Board packets.	Accepted
VII. Quality Services Report <ul style="list-style-type: none"> • CORS & CAH Benchmarking Report – 4th Quarter • 5 Million Lives Campaign Update 	Vering presented the 4th Quarter CORS and CAH benchmarking data. Vering presented further information about the 5 Million Lives Campaign. She noted that the IHI suggests 6 activities to assist in getting Boards on board:	

	<ul style="list-style-type: none"> • Setting Aims • Getting Data & Hearing Stories • Establish & Monitor System Level Measures • Changing the Environment, Policies, & Culture • Learning • Establish Executive Accountability <p>Vering gave examples of how WHC is already participating in many of these activities, and she presented information on future plans to increase Board involvement.</p>	
<p>VIII. C.E.O.'s Report</p> <ul style="list-style-type: none"> • 2007 Laboratory Remodel Project • 2007 South Parking Lot Construction 	<p>Trachta presented a resolution adopting plans, specifications, form of contract, estimated cost for the 2007 Laboratory Remodel Project and the 2007 South Parking Lot Construction 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>Trachta reported that we will be celebrating Doctor's Day with a special breakfast for the Active Medical Staff on Friday, March 30th from 7:30 – 9:00 a.m. in the Centennial Pavilion Conference Room near the Med/Surg Nursing station. Board members are encouraged to attend to express appreciation for the commitment of our Active Medical Staff.</p> <p>Trachta reported that the search firm Arthur Marshall has been secured to aid in the General Surgeon recruitment process.</p> <p>Trachta announced that he will be meeting with the Butler County Supervisors regarding ambulance coverage issues.</p> <p>Trachta reported that the IT vendor selection process is continuing. Site visits have been scheduled for the two enterprise software vendors – McKesson & Meditect. A proposal for vendor selection will likely be presented to the Board in May.</p>	<p>1st – Burke 2nd – Johnson Approved</p>
<p>IX. Medical Staff Report</p>	<p>Dr. Skierka reported the following information from the 3/16 meeting of the Executive Committee of the Medical Staff:</p> <p>**We are still actively recruiting for a General Surgeon to replace Dr. Beaty, and for a Non-Invasive Cardiologist. The Board Certified ER physician that was interested in coming to WHC has accepted a faculty position at the University of Iowa.</p> <p>**Dr. Poock has been working with the lab manager to update the cardiac panel series.</p> <p>**Dr. Warne is working with the ER physicians to obtain more accurate reporting of post-surgical infections.</p> <p>**Dr. Poock, Jen Westendorf, and Roxanne Mills met with staff from Bremwood to clarify treatment protocols in the Emergency Department.</p>	

<p>X. Service Excellence Update</p>	<p>DeBuhr reported that we are in our last week of Service Excellence workshops. The workshops, which are taught by Service Excellence Advisors (SEA's) to their peers, have been very well received. DeBuhr announced that the SEA's will start facilitating Do-It Meetings in May.</p> <p>Solheim reported that we will be having a Service Summit on April 10th at 3:00 p.m. at the Janesville Riviera Roose. This will be a celebration of our Service Excellence accomplishments thus far. The Board is encouraged to attend the Service Summit and the SEA party that will follow at 4:30 p.m. in the same location.</p>	
<p>XI. Old Business</p>	<p>None.</p>	
<p>XII. New Business</p> <ul style="list-style-type: none"> • Set Public Hearing Regarding Lease of Golf Course Property to City • New Appointments to Medical Staff: <ul style="list-style-type: none"> ▪ Darron Cutler, D.O. – Courtesy, Family Practice, Family Medicine of Cedar Valley • Reappointment to Medical Staff: <ul style="list-style-type: none"> ▪ Terrie Thurm, ARNP – Active Ancillary, OB-Gyn, WHC • Provisional to Regular Status on Medical Staff: <ul style="list-style-type: none"> ▪ John Ebensberger, M.D. – Courtesy, ER, EPA ▪ Rocky Fletcher, CRNA – Active Ancillary, Anesthesia, WHC ▪ Paulette Jacobson, RN – Ancillary, CVMS ▪ Dan Mulholland, M.D. – Consulting, Radiology, CVMS • Continuation of Provisional Status: <ul style="list-style-type: none"> ▪ April Borchardt, D.P.M. – Courtesy, Podiatry Resident, Covenant • Resignations from Medical Staff: <ul style="list-style-type: none"> ▪ Qiang Li, M.D. – Consulting, Cardiology, CVMS • Expiration of Medical Staff Privileges: <ul style="list-style-type: none"> ▪ Cathryn Robinson, CRNA – Ancillary, Anesthesia • New/Revised Policies: <ul style="list-style-type: none"> ▪ Emergency Management Plan Hospital-wide (Code Yellow)/EOC ▪ Incentive Plan/HR ▪ Kids' Corner Operations/Kids' Corner ▪ Prophylactic Antibiotic Cache/EOC ▪ Rapid Response Team/Patient Care 	<p>A motion was made to set the public hearing for the Lease of Hospital Property to City. The Public Hearing will be scheduled for April 23, 2007.</p> <p>Trachta presented the new appointment, reappointment, provisional to regular appointments, continuation of provisional status, resignation, and expiration of privileges 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 policy statements as listed at left, and included in the Board packets. Trachta explained the change to the Incentive Plan which clearly ties the incentive payout to patient satisfaction goals. A motion was made to approve the policies as written and individually considered.</p>	<p>1st – Wolff 2nd – Johnson Approved</p> <p>1st – Burke 2nd – Wolff Approved</p> <p>1st – Johnson 2nd – Wolff Approved</p>

<ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request – Cardiac Rehab Telemonitoring System • Personnel Committee • Auxiliary Thank You Letters 	<p>Trachta reported that the Finance Committee met on March 20th. Minutes from said meeting were included in the Board packets. Trachta presented the following capital request:</p> <ul style="list-style-type: none"> ▪ Cardiac Rehab Scott Care Tele Monitoring System at a cost not to exceed \$35,000 <p>A motion with a second is brought forth from the Finance Committee to approve the above listed capital request as presented.</p> <p>Bennett reported that we received notice from Medicaid that we had the payback that we were anticipating. This \$474,000 was paid from checking account funds. Bennett reported that MRI/CT construction bills and the Medicare payback have also been paid out of checking. She noted that this is the reason that the checking account does not seem to be growing, but that it's very positive as we have not had to borrow money to pay for the MRI/CT project expenses.</p> <p>Buls reported that the Personnel Committee met prior to this meeting. Buls announced that Robin Mason, a Health Information Management Clerk was selected as the Employee of the Month for April. Mason was nominated for identifying a coding discrepancy that resulted from changes made during the PACs implementation. Her attention to detail and diligence allowed for this problem to be corrected before it became a much larger problem.</p> <p>Trachta reported that the thank you letters included in the Board packets were from Auxiliary members expressing appreciation for the hospital sponsored performance of Fiddler on the Rooftop as presented by the Wartburg Players.</p>	<p>1st – Johnson 2nd – Burke</p>
<p>XIII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:09 p.m.</p>	<p>1st – Wolff 2nd – Burke Approved</p>

Next meeting will be held
April 23, 2007
7:00 p.m.
Carstensen/Gruben Room

Gary Burke, Secretary
Board of Trustees

Mike Trachta
Chief Executive Officer