

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

Guests Present:
 Jan Thedens

Minutes
 of the Meeting of the
Board of Trustees
 June 25, 2007
 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.

Speakers Present:
 Mike Trachta, CEO
 Elly Steffen, COO
 Connie Koehler
 Leah Briggs
 Sonia Mueller
 Lisa Bennett, CFO
 Dixie Fank
 Heidi Solheim
 Karen Buls
 Rhonda DeBuhr, CNO
 Jennie Waller

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 5/21/07 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Wolff 2 nd – Johnson Approved
III. Celebrations	Trachta announced that General Surgeon, Dr. Kerrie Bossard has been hired. Her first day will be September 15 th .	
IV. Featured Departments: Med/Surg – Connie Koehler	Connie Koehler presented information about the functions and goals of the Med/Surg department.	
V. PACS Demonstration	Leah Briggs and Sonia Mueller demonstrated the new PACS radiology system.	
VI. 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. Bennett presented a cost analysis based on current expenses and patient days. We will book a reserve to reflect this estimate.	1 st – Burke 2 nd – Johnson Approved
VII. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Home Health/Alternative Care • Environment of Care 	The Performance Improvement, Home & Community Health/Alternative Care, and Environment of Care reports were presented as included in the Board packets.	Accepted
VIII. 5 Million Lives Campaign Update: <ul style="list-style-type: none"> • Surgical Care Improvement Program (SCIP) Platform Update – Dixie Fank 	Dixie Fank presented an update on the Surgical Care Improvement Program, noting how the initiatives have been implemented at Waverly Health Center.	
IX. Benchmark Measures – Heidi Solheim	Solheim presented the benchmark measures report for the first quarter of 2007.	
X. C.E.O.'s Report <ul style="list-style-type: none"> • 2007 Laboratory Remodel Project Contract Approval 	Trachta reported on the contract bid recommendation letter from InVision as included in the Board packets. Don Gardner Construction submitted the lowest, responsible bid. The project had initially been estimated at \$205,000. The bid from Don Gardner Construction was for \$184,800. InVision recommends that budgeting an additional \$10,000 for contingency. A motion was made to approve the bid from Don Gardner Construction as presented.	1 st – Johnston 2 nd – Burke

<ul style="list-style-type: none"> • ER Staffing and ER Physician Contract • Home Health Advisory Board Appointment 	<p>Trachta presented information on the current ER staffing arrangement and proposed contracts for two hospital employed ER physicians. A motion was made to approve the contracts for Dr. Shover and Dr. Pooch as presented.</p> <p>A motion was made to approve the appointment of Sue Aubrey to the Home Health Advisory Board. Aubrey is the clinic manager for the Rohlf Memorial Clinic.</p>	<p>Approved</p> <p>1st – Burke 2nd - Wolff Approved</p> <p>1st – Burke 2nd – Johnson Approved</p>
<p>XI. Medical Staff Report</p>	<p>Trachta reported that Dr. Bossard was introduced to the Medical Staff. Discussion was held regarding the ER staffing arrangement and plans to hire hospital employed ER physicians, the Medical Staff members were very supportive of this venture. Discussion continued regarding the difficulty in establishing cardiology coverage on campus.</p>	
<p>XII. Rooftop Garden – Construction Report</p>	<p>Trachta reported that construction is progressing. All the steel has been placed and studs are currently going up. The project is approximately 2 weeks behind schedule, with completion estimated to occur at the end of November.</p>	
<p>XIII. Service Excellence Update – Karen Buls & Rhonda DeBuhr</p>	<p>Buls presented an update on the Service Excellence initiative. Quarterly celebrations will be scheduled for staff to review the progress that has been made and maintain enthusiasm for the initiative.</p>	
<p>XIV. WHC Intranet – Jennie Waller</p>	<p>Waller presented a brief introduction to the WHC Intranet.</p>	
<p>XV. Old Business</p> <ul style="list-style-type: none"> • Wartburg Student Health 	<p>Trachta reported that he has been negotiating a contract with Wartburg to provide student/faculty health services on their campus. He anticipates convening the Executive Committee in the next week or two to approve a formal contract.</p>	
<p>XVI. New Business</p> <ul style="list-style-type: none"> • New Appointments Medical Staff: <ul style="list-style-type: none"> ▪ Thomas Kafka, M.D. – Courtesy, ER, EPA ▪ Matthew Roes, M.D. – Courtesy, ER, EPA ▪ Joud Dib, M.D. – Consulting, Cardiology, CVMS • Reappointments to Medical Staff: <ul style="list-style-type: none"> ▪ Angela Buttjer, PA-C – Ancillary, Dermatology, Dermatology Associates ▪ Mary Margaret Heatley, PA-C, Ancillary, Dermatology, Dermatology Associates ▪ Daniel Farrell, M.D. – Courtesy, ER, EPA ▪ Paul Richardson, M.D. – Consulting, Urology, Northern Iowa Urological Associates • Provisional to Regular Status on Medical Staff: 	<p>DeBuhr presented the new appointments and reappointments to the Medical Staff, and provisional to regular appointment on the Medical Staff, and resignations 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 items as individually considered and recommended by the Executive Committee of the Medical Staff.</p>	<p>1st – Johnston 2nd – Johnson Approved</p>

<ul style="list-style-type: none"> ▪ Scott Bohner, D.O. – Courtesy, ER, EPA ▪ Robert Fagerholm, M.D. – Courtesy, ER, EPA • Resignation from Medical Staff: <ul style="list-style-type: none"> ▪ David Huyette, M.D. – Consulting, Radiology, CVMS ▪ Brandi Cassaday, PA – Ancillary, Orthopedics, CVMS • New/Revised Policies: <ul style="list-style-type: none"> ▪ Investigational Drugs/Administration ▪ Allograft Bone and Tissue Storage and Transplantation/Surgery Complex ▪ Care Partner Program/Patient Care ▪ Emergency Preparedness Response Drills/EOC ▪ Open Medical Record Policy/Patient Care ▪ Patient’s Progress Notes/Patient Care ▪ Advance Directives/Patient Care ▪ Immediate Spin Crossmatch/Lab ▪ Direct Coombs GEL/Lab ▪ Antibody Screen GEL/Lab ▪ IGG Crossmatch/Lab ▪ Blood Bank Gel QC/Lab ▪ Daily, Weekly, Quarterly BB Gel Preventative Maintenance/Lab ▪ ABO/RH Gel Typing/Lab • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request FYI – Gynecare Morcellator \$6,444 ▪ Capital Request FYI – Lab Microscope \$6,500 • Personnel Committee • Executive Committee <ul style="list-style-type: none"> ▪ 6/5/07 • Upcoming Meeting Schedule 	<p>Trachta presented the new policy statements as listed at left, and included in the Board packets. A motion was made to approve the policy as written and individually considered.</p> <p>Trachta reported that the Finance Committee met on 6/21/07. Minutes from said meeting were included in the Board packets.</p> <p>Minutes from the 5/21/07 Personnel Committee meeting were included in the Board packets. Buls announced that with the change from the Employee of the Month program to the Spotlight on Values program, the Personnel Committee will meet on an as-needed basis.</p> <p>Trachta presented the minutes of the 6/5/07 Executive Committee meeting as included in the Board packets. A motion was made to ratify the actions of the Executive Committee as presented.</p> <p>Vallem reported that she would not be able to attend the regularly scheduled July meeting. No other conflicts were noted. A regular meeting of the Board will not be held in August.</p>	<p>1st – Wolff 2nd – Burke Approved</p> <p>1st – Johnson 2nd – Wolff Approved</p>
<p>XVII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:54 p.m.</p>	<p>1st – Johnston 2nd – Johnson Approved</p>

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