

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

Speakers Present:
 Mike Trachta, CEO
 Lisa Bennett, CFO

Minutes
 of the Meeting of the
Board of Trustees

December 15, 2008
 following the Joint Meeting
 of the Board & the Medical
 Staff
Carstensen/Gruben Room



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

Guests Present:
 Emily Carr
 Rhonda DeBuhr
 Heidi Solheim
 Iris Vering

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:24 p.m. Vallem welcomed Jennifer Seward who will be replacing Traci Magsamen on the Board in January.	
II. Board Education	Included in Board packets.	
III. Approval of minutes	Minutes from the 11/24/08 meeting were reviewed. A motion was made to approve the minutes as written.	1 st – Johnson 2 nd – Magsamen Approved
IV. Celebrations/Reflections	DeBuhr completed her masters program!	
V. Financial and Statistical Report	Bennett presented the financial and statistical report for November. A motion was brought forth from Finance Committee to approve the November financial and statistical report as written.	1 st – Johnson 2 nd – Burke Approved
VI. Committee/Department Reports: <ul style="list-style-type: none"> ▪ Home Health/Alternative Care ▪ Performance Improvement ▪ Environment of Care 	The Home Health/Alternative Care, Performance Improvement, and Environment of Care reports were presented as included in the Board packets.	Accepted
VII. C.E.O.'s Report <ul style="list-style-type: none"> ▪ Milliman Software Lease <ul style="list-style-type: none"> ▪ Home Health Advisory Board Appointment 	Bennett presented a lease for Milliman Care Guidelines software. This is a five year lease for software that helps assure that we are meeting medical necessity criteria for reimbursement. The software will be used by Utilization Review and physicians. A motion was made to approve the lease as presented. A motion was made to approve the appointment of Jennifer Nus, a physical therapist, to the Home Health Advisory Board.	1 st – Burke 2 nd – Johnston Approved 1 st – Johnston 2 nd – Johnson Approved
VIII. IT Update – Jerry Tiedt	Bennett presented the IT update, noting that the GoLive Project is currently on schedule and within original scope.	
IX. Old Business		
X. New Business <u>Provisional Appointment to Medical Staff:</u> <ul style="list-style-type: none"> ▪ Lori Lee, D.O. – Active, General Surgery, WHC <u>Provisional to Regular Appointment on Medical Staff:</u> <ul style="list-style-type: none"> ▪ Richard Aizpuru, M.D. – Courtesy, Radiology, St. Paul Radiology <u>Reappointment to Medical Staff:</u>	Bennett presented the: **provisional appointment to Medical Staff **provisional to regular appointment on Medical Staff **reappointment to Medical Staff **resignation from Medical Staff **status change from courtesy to active status **updated/revised privileges – noting that approval for Dr. Berstler, Dr. Brunkhorst, and Dr. Darnold is contingent upon completion of NRP certification	

<ul style="list-style-type: none"> ▪ Tarek Daoud, M.D. – Consulting, Nephrology, CVMS <p><u>Updated/Revised Privileges:</u></p> <ul style="list-style-type: none"> ▪ Michael Berstler, M.D. – Active, Family Medicine, IHS ▪ Amy Bodensteiner, PA-C – Active/ Ancillary, Family Medicine, WHC ▪ Adam Brooks, M.D. – Active, Family Medicine, Covenant ▪ John Brunkhorst, M.D. – Active, Family Medicine, Covenant ▪ Clay Dahlquist, D.O. – Active, Family Medicine, WHC ▪ Daniel Darnold, M.D. – Active, Family Medicine, IHS ▪ John Ebensberger, M.D. – Active, Emergency Medicine, WHC ▪ Scott Johnson, PA-C – Courtesy/Ancillary, IHS ▪ Khaliq Panhwar, M.D. – Active, Emergency Medicine, WHC ▪ Todd Shover, D.O. – Active, Emergency Medicine, WHC ▪ Roger Skierka, M.D. – Active, Family Medicine, Shell Rock Family Health <p><u>Resignation from Medical Staff:</u></p> <ul style="list-style-type: none"> ▪ Sara Joens, R.N. – Allied, Mauer Vision <p><u>Courtesy to Active Status on Medical Staff:</u></p> <ul style="list-style-type: none"> ▪ Scott Johnson, PA-C – Family Medicine, IHS <p><u>Revisions to the Medical Staff Bylaws, Rules & Regulations</u></p> <p><u>Revised Privilege Listing:</u></p> <ul style="list-style-type: none"> ▪ Podiatry ▪ Pulmonary Medicine <p><u>New/Revised Policies:</u></p> <ul style="list-style-type: none"> ▪ Nutrition Adequacy of Menus/Nutrition Therapy ▪ Campus Parking/Administration ▪ Discipline/Human Resources 	<p>within 90 days. It was also noted that one physician was approved for OB privileges with continuing chart review (this is due to the number of procedures performed, not due to any care concerns.)</p> <p>All items are individually 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 all items as individually considered and recommended by the Executive Committee of the Medical Staff.</p> <p>Bennett presented revisions to the Medical Staff Bylaws, Rules & Regulations as included in the Board packets. The revisions have been reviewed by the Executive Committee of the Medical Staff, and are recommended for approval. A motion was made to approve the revisions as presented. Addendum: The Medical Staff did not approve the 2nd reading of the bylaw addition regarding qualifications for MEC officers. This will be revised and presented to the Board for approval at a later date.</p> <p>Bennett presented revised privilege listings for Podiatry and Pulmonary Medicine. It was noted that the podiatry privileges were approved at the last meeting, but further revisions have been made per Dr. Lantz’s request. The revised privilege listings have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the revised privilege listings as presented.</p> <p>Bennett presented the new/revised policy statements as listed at left, and included in the Board packets. The policies have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the policies as written and individually considered.</p>	<p>1st – Burke 2nd – Magsamen Approved</p> <p>1st – Magsamen 2nd – Burke Approved</p> <p>1st – Johnson 2nd – Johnston Approved</p> <p>1st – Johnston 2nd – Burke Approved</p>
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<u>Finance Committee:</u> <ul style="list-style-type: none"> ▪ Capital Purchase FYI - Medication Cabinets for Patient Rooms \$8,983. 	Bennett reported that the Finance Committee met prior to this meeting. Minutes from said meeting were distributed.	
XI. Closed Session Regarding: <ul style="list-style-type: none"> ▪ Competitive Information (Section 388.9) 	A motion was made to move into closed session at 7:45 p.m. for the following identified purpose: **Competitive Information (Section 388.9)	1 st – Burke 2 nd – Johnson Approved
XII. Open Session	A motion was made to move back into open session at 8:25 p.m.	1 st – Magsamen 2 nd – Burke Approved
XIII. Adjourn	A motion was made to adjourn the meeting at 8:26 p.m.	1 st – Johnston 2 nd – Burke Approved

Next meeting will be held
January 26, 2009
Tendrils Rooftop Garden