

Members Present:  
 Susan Vallem, Chair  
 Gary Burke  
 Roger Johnson  
 John Johnston  
 Jennifer Seward

Guests Present:  
 Karen Buls  
 Rhonda DeBuhr  
 Karen Thalacker  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**

October 26, 2009

7:00 p.m.

**Tendrils Rooftop Garden**

**WAVERLY HEALTH**  
 ——— C E N T E R ———

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

Speakers Present:  
 Laurie Everhardt  
 Mike Trachta, CEO  
 Beth Havlovic  
 Dr. Warne  
 Heidi Solheim

| Item  | Discussion/Notes  | Action  |
|---|---|---|
| I. Meeting called to order  | Called to order by Vallem at 7:02 p.m.  |   |
| II. Featured Department: Volunteer Services, Laurie Everhardt   | Laurie Everhardt presented information about the functions and goals of the Volunteer Services department.  |   |
| III. Approval of minutes  | Minutes from the 9/28/09 meeting were reviewed. A motion was made to approve the minutes as written.  | 1 <sup>st</sup> – Burke<br>2 <sup>nd</sup> – Johnson<br>Unanimously Approved  |
| IV. Celebrations  | Buls announced that our Planetree awards are showcased in the display case inside the Green Entrance.   |   |
| V. Financial and Statistical Report   | Beth Havlovic presented the financial and statistical report for September. A motion was made to approve financial and statistical report as presented.   | 1 <sup>st</sup> – Burke<br>2 <sup>nd</sup> – Johnson<br>Unanimously Approved  |
| VI. Committee/Department Reports:<br><ul style="list-style-type: none"> <li>• Home Health</li> <li>• Environment of Care</li> <li>• Performance Improvement</li> </ul>  | Home Health, Environment of Care & Performance Improvement reports were presented as included in the Board packets. The Home Health Annual Report was distributed to Board members for review.  | Accepted  |
| VII. C.E.O.'s Report<br><ul style="list-style-type: none"> <li>• Christophel Clinic Construction Project               <ul style="list-style-type: none"> <li>▪ Action on Bids Received</li> </ul> </li> <li>• Organizational Chart Revision</li> </ul> | <p>Trachta presented information about the bids received for the Christophel Clinic construction project, including a recommendation letter from InVision to accept Huff Contracting as the lowest responsible bid. Trachta presented information about the financing of the project. A motion was made to accept the bid of \$301,613 from Huff Contracting.</p> <p>Trachta presented a proposed change to the organizational chart to add an Associate Director of Nursing Practice position. Discussion was held regarding the responsibilities and the reporting relationships of the position. A motion was made to approve the revised organizational chart as presented.</p> | <p>1<sup>st</sup> – Johnston<br/>2<sup>nd</sup> – Seward<br/>Unanimously Approved</p> <p>1<sup>st</sup> – Johnson<br/>2<sup>nd</sup> – Burke<br/>Unanimously Approved</p> |
| VIII. Medical Staff   | Dr. Warne reported that the Medical Staff met on 10/19/09. Dr. Warne reported that credentialing and privileging items along with policy review items were reviewed as listed on this agenda and recommended for approval. Dr. Warne noted that since implementing the Electronic Medical Record, our deficiency rate has decreased from 21% to 8%.   |   |
| IX. Patient Satisfaction Survey Report – Heidi  | Solheim presented the Press Ganey patient   |   |

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| Solheim  | satisfaction survey results for the quarter ending September 30th. She reminded Trustees that we have changed our mailing rates for surveys (except for inpatient – which will remain at 100%), and will move to semi-annual reports from Press Ganey instead of quarterly reports. The information included in the Board packets for areas other than Inpatient and Medical Practice are summary “snapshot” reports. These reports should be reviewed with consideration to the number of respondents (n).   |   |
| X. Old Business  | None.   |   |
| <p>XI. New Business</p> <ul style="list-style-type: none"> <li>• Temporary to Provisional Status on Medical Staff: <ul style="list-style-type: none"> <li>▪ John Glascock, M.D. – Consulting, General Surgery, Covenant</li> </ul> </li> <li>• Provisional to Regular Status on Medical Staff: <ul style="list-style-type: none"> <li>▪ Anil Dhuna, M.D. – Consulting, Neurology, Burlington Neurology &amp; Sleep Clinic</li> </ul> </li> <li>• Reappointments to Medical Staff: <ul style="list-style-type: none"> <li>▪ Abdul Panhwar, M.D. – Active, Emergency Medicine, WHC</li> <li>▪ Christina Bara-Pasarin, M.D. – Consulting, Internal Medicine/ Nephrology, Covenant</li> </ul> </li> <li>• Updated/Revised Privileges: <ul style="list-style-type: none"> <li>▪ Megan McMillin, PA-C – Active/ Ancillary, Family Medicine, WHC</li> <li>▪ Stephen Mong, M.D. – Consulting, Urology, Northern Iowa Urology Associates</li> <li>▪ Michael Welton, M.D. – Consulting, Urology, Northern Iowa Urology Associates</li> <li>▪ Michael Slavin, D.O. – Consulting, Nephrology, Covenant</li> <li>▪ Tarek Daoud, M.D. – Consulting, Nephrology, CVMS</li> <li>▪ Claro Palma, M.D. – Consulting, Rheumatology, CVMS</li> <li>▪ Vinay Kantamneni, M.D. – Consulting, Nephrology, CVMS</li> </ul> </li> <li>• New/Revised Policies: <ul style="list-style-type: none"> <li>▪ Organ &amp; Tissue Donation Protocol</li> <li>▪ Advance Directives</li> </ul> </li> <li>• Finance Committee</li> </ul> | <p>Trachta presented privileging items as 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 privileging 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. 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 policy as written.</p> <p>Trachta reported that the Finance Committee met on 10/21/09. Minutes from said meeting were included in the Board packets.</p> | <p>1<sup>st</sup> – Johnston<br/>2<sup>nd</sup> – Burke<br/>Unanimously Approved</p> <p>1<sup>st</sup> – Johnson<br/>2<sup>nd</sup> – Seward<br/>Unanimously Approved</p> |

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|---|---|---|
| <ul style="list-style-type: none"> <li>▪ Charity Care Application</li> <br/> <li>• Critical Access Hospital Annual Report</li> <br/> <li>• Zoning Update</li> </ul> | <p>Trachta presented an application for charity care in the amount of \$16,325. This application qualifies for 100% write-off under our charity care policy. A motion was made to approve the application as presented for 100% write-off.</p> <p>Trachta presented the Critical Access Hospital Annual Report. A motion was made to approve the report as presented.</p> <p>Trachta reported that the first reading of the proposed Planned Development zoning was approved by the City Council.</p> | <p>1<sup>st</sup> – Seward<br/>2<sup>nd</sup> – Burke<br/>Unanimously<br/>Approved</p> <p>1<sup>st</sup> – Johnson<br/>2<sup>nd</sup> – Johnston<br/>Unanimously<br/>Approved</p> |
| <p>XII. Closed Session</p> <ul style="list-style-type: none"> <li>▪ Iowa Code Chapter 388.9</li> </ul>  | <p>Trachta reported that there was no need to hold a closed session at this time.</p>   |   |
| <p>XIII. Adjourn</p>  | <p>A motion was made to adjourn the meeting at 7:48 p.m.</p>  | <p>1<sup>st</sup> – Johnston<br/>2<sup>nd</sup> – Burke<br/>Unanimously<br/>Approved</p>  |

Next meeting will be held  
**November 23, 2009**  
**Tendrils Rooftop Garden**  
**7:00 p.m.**