

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

Guests Present:
 Karen Buls
 Rhonda DeBuhr
 Diane Kohls
 Heidi Solheim
 Karen Thalacker
 Jerry Tiedt
 Iris Vering
 Jennie Waller

Speakers Present:
 Roxanne Mills
 Michele Schultz
 Jennifer Schneiderman
 Mike Trachta, CEO
 Lisa Bennett, CFO
 Dr. Warne

Minutes
 of the Meeting of the
Board of Trustees
 November 23, 2009
 7:00 p.m.
Tendrils Rooftop Garden

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

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:02 p.m.	
II. Featured Departments: <ul style="list-style-type: none"> • Utilization Review, Roxanne Mills • Social Services, Michele Schultz & Jennifer Schneiderman 	Roxanne Mills presented information about the functions and goals of the Utilization Review department. Michele Schultz & Jennifer Schneiderman presented information about the functions and goals of the Social Services department.	
III. Approval of minutes	Minutes from the 10/26/09 and 11/18/09 meetings were reviewed. A motion was made to approve the 10/26/09 minutes as written. A motion was made to approve the 11/18/09 minutes as written.	1 st – Johnston 2 nd – Seward Unanimously Approved 1 st – Johnson 2 nd – Burke Unanimously Approved
IV. Board Education	Included in Board packets: <ul style="list-style-type: none"> ▪ Specialized, Integrated, and Connected – Building a Strategic Framework for the Hospital of 2020 Board members commented that they appreciate receiving the educational materials and find them to be interesting and informative.	
V. Celebrations	Trachta, Buls & Solheim presented Driving Strategic Excellence through Employee Engagement at the Press Ganey National Conference. They had a large audience and the presentation went very well.	
VI. Financial and Statistical Report	Bennett presented the financial and statistical report for October. A motion was brought forward from the Finance Committee to approve financial and statistical report as presented. Bennett reported on an adjustment to the cost settlement report due to way in which medical supply costs were booked to the OR. This will impact the settlement that we expect to receive from Medicare and Medicaid but will provide for the most accurate accounting.	1 st – Johnson 2 nd – Burke Unanimously Approved

<ul style="list-style-type: none"> ▪ Crystal Schrader, ARNP – Consulting-Ancillary, CVMS • Reappointments to Medical Staff: <ul style="list-style-type: none"> ▪ E. Anthony Otoadese, M.D. – Consulting, Cardiology, CVMS ▪ Kari Haislet, ARNP – Consulting-Ancillary, CVMS ▪ Joseph Baraga, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Bruce Berens, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Nathan Block, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Blake Carlson, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ David Eckmann, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Ronnell Hansen, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Christopher Jackson, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ James Jacobs, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ David Kispert, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ David Lambert, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Peter Lee, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Jeffrey Magnuson, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Suzanne Parrino, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Theodore Passe, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Jeffrey Phelan, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Matthew Sanford, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Vladimir Savcenko, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Patrick Sullivan, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ James Sullivan, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Ross Sutton, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Gregory Taylor, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Don Wiese, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Keith Wittenberg, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Angeline Young, M.D. – Courtesy, Radiology, NightHawk Radiology ▪ Timothy Myers, M.D. – Courtesy, Radiology, NightHawk Radiology • New/Revised Policies: <ul style="list-style-type: none"> ▪ See attached list of policy activity. 	<p>to have him reappointed to keep him on service for WHC.</p> <p>Dr. Hugo Koo was listed as a provisional appointment to Medical Staff. His application was not processed due to an incomplete application packet.</p> <p>The files have been reviewed by the Executive Committee of the Medical Staff. The Executive Committee recommends approval of the items as listed at left. 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 policy activity report as included in the Board packets. Waller provided a</p>	<p>1st –Johnston 2nd – Burke Unanimously Approved</p>
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<ul style="list-style-type: none"> • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request ▪ Charity Care • Liquidation of Items 	<p>summary of the task the Policies & Procedures (P&P) Council has been charged with. She noted that as detailed in the report, many of the policies previously approved with become Standard Operating Procedures, while some will be retired due to not being needed. Documents that are required to be in a policy format by the Joint Commission will remain policies. Documents that require Board or Medical Staff approval will also remain policies. Waller noted that the P&P Council will be sending a monthly report to the Board until the updating project is complete. A motion was made to approve the policy activity report as presented.</p> <p>Bennett reported that the Finance Committee met on 11/18/09. Minutes from said meeting were emailed to Board members following the meeting.</p> <p>Bennett presented a capital request for a neonatal simulator at a cost not to exceed \$18,804.80. A motion was made to approve this budgeted request as presented.</p> <p>Bennett presented a charity care write-off of \$12,766. The normal application process was not completed due to the patient being deceased. Bennett reported that patient was part of the Iowa Cares program and very likely would have qualified for 100% write-off under the charity care program. A motion was made to approve charity care in the amount of \$12,766.</p> <p>Solheim reported that a sealed bid auction was held in accordance with recommendations from the City Attorney regarding the liquidation of city assets. The auction consisted of items no longer used in the facility including fitness equipment from Health Promotion that was not donated to the W. Solheim noted that a public notice was published about the auction, and 87 items were posted for sale. 16 items received no bids and will be posted for a short-term employee sealed bid auction. Solheim reported that winning bids totaled approximately \$6,400. A motion was made to approve accepting the winning bids and proceed with the short-term employee sealed bid auction for the remaining items.</p>	<p>1st – Johnson 2nd – Seward Unanimously Approved</p> <p>1st – Burke 2nd – Johnston Unanimously Approved</p> <p>1st – Seward 2nd – Johnson Unanimously Approved</p> <p>1st – Burke 2nd – Johnston Unanimously Approved</p>
<p>XIII. Closed Session</p> <ul style="list-style-type: none"> ▪ Iowa Code Chapter 388.9 ▪ Iowa Code Chapter 21.5.i 	<p>A motion was made to move into closed session at 8:20 p.m. pursuant to Iowa Code Chapter 388.9 and Iowa Code Chapter 21.5.i.</p>	<p>1st – Johnston 2nd – Burke Unanimously Approved</p>
<p>XIV. Open Session</p>	<p>A motion was made to move back into open session at 9:20 p.m.</p> <p>A motion was made to approve employee incentives and a salary adjustment.</p>	<p>1st – Johnston 2nd – Burke Unanimously Approved</p> <p>1st – Burke 2nd – Johnson Unanimously Approved</p>
<p>XV. Adjourn</p>	<p>A motion was made to adjourn the meeting at 9:22</p>	<p>1st – Johnston</p>

	p.m.	2 nd – Johnson Unanimously Approved
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Next meeting will be held

December 21, 2009

Carstensen/Gruben Room

Following the Joint Meeting of the Board and the Medical Staff