

Members Present:
 Susan Vallem, Chair
 Roger Johnson, Secretary
 John Johnston
 Jill Kwikkel
 Jennifer Seward

Guests Present:
 Rhonda DeBuhr
 Karen Thalacker
 Jennie Waller

Minutes
 of the Meeting of the
Board of Trustees
 March 22, 2010
 7:00 p.m.
Tendrils Rooftop Garden



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

Speakers Present:
 Karen Buls
 Lisa Forsyth
 Michelle Litterer
 Heidi Solheim
 Mike Trachta, CEO
 Lisa Bennett, CFO
 Dr. Warne

Item	Discussion/Notes	Action
Tour Christophel Clinic – Meet at the orange entrance		
I. Meeting called to order	Called to order by Johnson at 7:16 p.m.	
II. Featured Departments: <ul style="list-style-type: none"> • Planetree • Nashua Clinic • Noah Campus Health Clinic • Walk-In Clinic • Christophel Clinic 	<p>Karen Buls, Lisa Forsyth, and Michelle Litterer presented information about Planetree at WHC. The Board is invited to attend our Planetree Day on Thursday from 2:30 – 4:30 p.m. in Tendrils.</p> <p>Heidi Solheim presented information about the functions and goals of the Nashua, Noah, Walk-In, and Christophel Clinic departments.</p>	
III. Board Education	Information on strategic planning was included in Board packets. The April 2010 edition of BoardRoom Press was distributed.	
IV. Approval of minutes	Minutes from the 2/22/10 meetings were reviewed. A motion was made to approve the minutes as written.	1 st – Johnston 2 nd – Kwikkel Unanimously Approved
V. Celebrations		
VI. Financial and Statistical Report	Bennett distributed a revised income and balance sheet, and presented the financial and statistical report for February. A motion was made to approve financial and statistical report as presented.	1 st – Johnson 2 nd – Seward Unanimously Approved
VII. Committee/Department Reports: <ul style="list-style-type: none"> • Performance Improvement • Home Health • Environment of Care 	Performance Improvement, Home Health, and Environment of Care reports were presented as included in the Board packets.	Accepted
VIII. C.E.O.'s Report <ul style="list-style-type: none"> • Home Health Change of Ownership Update 	Trachta reported on the transition process.	
IX. Old Business	None.	
X. New Business <ul style="list-style-type: none"> • Pre Application Request: <ul style="list-style-type: none"> ▪ Daniel Koos, M.D. – Family Medicine, IHS – Rohlf Memorial Clinic ▪ Stephanie Koos, D.O. – Family Medicine, IHS – Rohlf Memorial 	Privileging items were presented as individually listed at left. Discussion was held regarding the pre-application process as outlined in the Medical Staff Bylaws. 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	1 st – Johnston 2 nd – Seward

<p style="text-align: center;">Clinic</p> <ul style="list-style-type: none"> • Provisional Appointments to Medical Staff: <ul style="list-style-type: none"> ▪ Joseph Hart, M.D. – Consulting, Otolaryngology • Continuation of Provisional Status on Medical Staff: <ul style="list-style-type: none"> ▪ Lori Lee, D.O. – Consulting, General Surgery, Locum Tenens • Reappointments to Medical Staff: <ul style="list-style-type: none"> ▪ Sarah DeVore, ARNP – Active-Ancillary, Family Medicine, WHC ▪ Wei Yang, M.D. – Consulting, Pathology, Allen • Resignation from Medical Staff: <ul style="list-style-type: none"> ▪ Bradley Lister, M.D. – Active, Orthopedic Surgery, WHC • Privilege List Revision <ul style="list-style-type: none"> ▪ Internal Medicine • New/Revised Policies: <ul style="list-style-type: none"> ▪ See attached list of policy activity. ▪ Medication Range Orders ▪ Medication Reconciliation ▪ Restraints ▪ Sentinel Events ▪ Use of Diagnosis-Specific Preprinted Provider’s Orders • Primary Care Clinic • Finance Committee <ul style="list-style-type: none"> ▪ Capital Request – LifePak 12 Replacement ▪ Capital Request – i-STAT with Supporting Equipment ▪ Charity Care • Executive Committee <ul style="list-style-type: none"> ▪ 3/8/10 	<p>individually considered and recommended by the Executive Committee of the Medical Staff.</p> <p>Trachta presented the revised listing for Internal Medicine Privileges as included in the Board packets. The form has been reviewed and is recommended for approval by the Executive Committee of the Medical Staff. A motion was made to approve the revised privilege listing as presented.</p> <p>The policy activity report and policies were presented for review as included in the Board packets. The Medication Reconciliation policy was revised based upon recommendation from the Executive Committee of the Medical Staff and copies were distributed. A motion was made to approve the policy activity and the policies as listed at left.</p> <p>Tabled.</p> <p>Bennett reported that the Finance Committee met earlier today. Minutes from said meeting were distributed.</p> <p>Bennett presented a capital request for a LifePak 12 replacement at a cost of \$22,679.17. This request was budgeted for \$20,000 – not \$35,000 as originally listed on the request.</p> <p>Bennett presented a capital request for an i-STAT with supporting equipment at a cost of \$11,832.80. This request was not budgeted for. A motion was made to approve both capital requests as presented.</p> <p>There were no charity care applications for consideration.</p> <p>The minutes of the 3/8/10 Executive Committee meeting were presented as included in the Board packets. The Executive Committee acted to approve</p>	<p>Unanimously Approved</p> <p>1st – Kwikkel 2nd – Johnson Unanimously Approved</p> <p>1st – Johnson 2nd – Kwikkel Unanimously Approved</p> <p>1st – Kwikkel 2nd – Seward Unanimously Approved</p> <p>1st – Johnson</p>
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	the InVision Architecture proposal for the helipad relocation project. The action of the Executive Committee was ratified as presented.	2 nd – Vallem Unanimously Approved
XI. Closed Session ▪ Iowa Code Chapter 388.9	A motion was made to move into closed session at 7:58 p.m. for the purpose identified at left.	1 st – Johnston 2 nd – Johnson Unanimously Approved
XII. Open Session • Primary Care Clinic	A motion was made to move back into open session at 8:34 p.m. The following motion was made: Based upon an independent financial appraisal, the Board approves the purchase of the Shell Rock Family Clinic on the financial terms discussed contingent upon obtaining similar lease commitments from the landlords and performing due diligence with regard to existing contracts of the Shell Rock Family Health Clinic, with closing to occur no sooner than July 1, 2010.	1 st – Seward 2 nd – Kwikkel Unanimously Approved 1 st – Johnston 2 nd – Johnson Unanimously Approved
XIII. Adjourn	A motion was made to adjourn the meeting at 8:35 p.m.	1 st – Johnson 2 nd – Kwikkel Unanimously Approved

Next meeting will be held

April 26, 2010

Tendrils Rooftop Garden

7:00 p.m.