

Members Present:
 Susan Vallem, Chair
 Roger Johnson, Secretary
 Gloria Campbell
 John Johnston
 Jill Kwikkel

Guests Present:
 Karen Thalacker
 Jennie Waller

Speakers Present:
 Kyle Richards, CEO
 Lisa Bennett
 Iris Vering
 Heidi Solheim
 Lisa Forsyth
 Angie Tye
 Diane Kohls
 Joanne Nathem

Minutes
 of the Meeting of the
Board of Trustees

May 28, 2013

7:00 p.m.

Tendrils Rooftop Garden

WAVERLY HEALTH
 — C E N T E R —

Our Mission: Waverly Health
 Center will provide high quality,
 patient-centered health care.

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:11 p.m.	
II. Approval of minutes (b)	Minutes from the 4/22/13 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnston 2nd - Kwikkel Unanimously Approved
III. Celebrations	Richards celebrated John Johnston and Susan Vallem's appointment to the Exchange Club's Book of Gold Deeds. Vallem was recognized for her years of service to Wartburg College, and her recent retirement. Vallem was also recognized for her work by the Iowa Association of Social Workers.	
IV. Financial and Statistical Report (c) <ul style="list-style-type: none"> FY14 Budgets (d) 	<p>Bennett presented the financial and statistical report for April. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented.</p> <p>Bennett presented the FY14 operating and capital budgets. The budgets were developed with the following assumptions: **a 4% average charge increase **a 2% average salary increase **a 3% total margin **a capital budget of \$987,328— including \$396,907 designated for Meaningful Use/Information Systems, and \$171,735 for facilities</p> <p>A motion was brought forth from the Finance Committee to approve the operating and capital budgets as presented.</p> <p>Bennett noted that we are working with Denman & Company to develop a financial forecast through 2019. This will help us to assure that we are in a solid financial position for any upcoming building projects when our current notes are paid off.</p>	<p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p> <p>1st - Johnson 2nd - Kwikkel Unanimously Approved</p>
V. Committee/Department Reports: <ul style="list-style-type: none"> Environment of Care (e) 	The Environment of Care Committee report was presented as included in the Board packets.	Accepted
VI. Quality Report (Iris Vering)	Vering noted that final quality data has not been received. She will present the quality report at the next Board meeting.	
VII. Patient Satisfaction Report (Heidi Solheim) (f1 – f6)	Solheim presented the Press Ganey patient satisfaction survey results for the period ending March 31st. She presented information about the status of our "Raise the Bar" projects.	
VIII. Medical Staff Report	Richards reported that the Executive Committee of the Medical Staff met on May 20th. They considered privileging items as listed under new business.	

<p>IX. C.E.O.'s Report</p> <ul style="list-style-type: none"> • Nuclear Medicine • Lab Lean Redesign (g) • Strategic Plan Update (h) 	<p>Richards reported that we are continuing to investigate the possibility of having mobile nuclear medicine services offered at WHC.</p> <p>Richards presented an update on the Lab lean redesign project, including an agreement with Johnson & Johnson for consulting services to continue with the project. The \$40,000 agreement was budgeted for. A motion was made to approve the agreement as presented.</p> <p>The following strategic plan updates were presented:</p> <ul style="list-style-type: none"> • Scope of Services – Heidi Solheim • Patient-Centered Care – Lisa Forsyth • Quality & Safety – Iris Vering • Employee Engagement – Angie Tye • Medical Staff Engagement – Diane Kohls • Financial Strength – Lisa Bennett • Infrastructure – Kyle Richards for Jerry Tiedt 	<p>1st - Johnston 2nd - Campbell Unanimously Approved</p>
<p>X. Old Business</p> <ul style="list-style-type: none"> • Short & Long Range Facility Planning 	<p>Richards reported that BWBR has been on-site today and will be back on-site tomorrow to begin work on facility planning.</p>	
<p>XI. New Business</p> <ul style="list-style-type: none"> • Cedar Valley Health Care Coalition Memorandum of Understanding (i) • Bank Resolutions • Request for Privileges: <ul style="list-style-type: none"> ▪ Weiwei Li, MD – Consulting, Cardiology, CVMS ▪ Margo Soppe, PA – Active, Family Practice, WHC ▪ Paul Lantz, DPM – Courtesy, Podiatry Resident, Covenant • Change of Status – Provisional to Regular: <ul style="list-style-type: none"> ▪ Stephanie Koos, DO – Active, Family Practice, WHC • Resignations from Medical Staff: <ul style="list-style-type: none"> ▪ Megan Power, ARNP – Active, Family Practice, WHC ▪ Cheryl Ervin, CRNA – Consulting, Anesthesia, Rhinosleep, PPC ▪ John Halloran, MD – Consulting, Radiology, CVMS ▪ Rajeev Anugu, MD – Consulting, Radiology, CVMS • New/Revised Policies & Procedures 	<p>Solheim presented a memorandum of understanding (MOU) for Cedar Valley Health Care Coalition. She noted that there were no changes from what was presented last month. A motion was made to approve the MOU as included in the Board packet.</p> <p>Bennett presented a bank resolution for our restricted account for the debt service reserve. A motion was made to approve the resolution as presented.</p> <p>Privileging items were presented as individually listed at left. All 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>There were no new or revised policies.</p>	<p>1st - Campbell 2nd - Johnson Unanimously Approved</p> <p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p> <p>1st - Johnston 2nd - Campbell Unanimously Approved</p>

<ul style="list-style-type: none"> • Finance Committee (j1) <ul style="list-style-type: none"> ▪ Capital Request – Golf Cart with Enclosure and Built-In Heater (j2) ▪ Capital Request – Lab Cabinetry (j3) ▪ Capital Purchase FYI – Centrifuge \$6059.20 ▪ Charity Care • Planetree Report 	<p>Bennett reported that the Finance Committee met on May 23rd. Minutes from this meeting and the April meeting were included in the Board packet.</p> <p>Richards presented the capital request for a golf cart with enclosure and built-in heater.</p> <p>Nathem presented the capital request for Lab cabinetry. Nathem noted that the original plan called for all new cabinetry. This revised plan uses a combination of existing and new cabinets. This was budgeted at \$15,000.</p> <p>A motion was brought forward from the Finance Committee to approve the capital requests for the golf cart at a cost not to exceed \$13,766 and the lab cabinetry at a cost not to exceed \$11,340.24.</p> <p>Bennett reported that a Centrifuge was purchased for the Lab at a cost of \$6,059.20.</p> <p>There were no applications for charity care.</p> <p>Forsyth reported that we are currently working on the Planetree annual report.</p>	<p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p>
<p>XII. Closed Session</p> <ul style="list-style-type: none"> • Iowa Code Chapter 21.5.1(c) – Closed Session to Discuss Strategy Regarding Litigation • Iowa Code Chapter 21.5.1(1) – Closed Session to Discuss Personnel Evaluation 	<p>A motion was made at 8:32 p.m. to move into closed session to discuss strategy regarding litigation pursuant to Iowa Code Chapter 21.5.1(c) and to discuss strategy regarding personnel evaluation pursuant to Iowa Code Chapter 21.5.1(1).</p>	<p>1st - Johnston 2nd - Johnson Unanimously Approved</p>
<p>XIII. Open Session</p>	<p>A motion was made to return to open session at 9:15 p.m.</p>	<p>1st - Campbell 2nd - Johnston Unanimously Approved</p>
<p>XIV. Adjourn</p>	<p>A motion was made to adjourn the meeting at 9:16 p.m.</p>	<p>1st - Johnston 2nd - Johnson Unanimously Approved</p>

Next meeting will be held
June 24, 2013 –
Tendrils Rooftop Garden