

Members Present:  
 Susan Vallem, Chair  
 Roger Johnson, Secretary  
 Jill Kwikkel

Members Excused:  
 Gloria Campbell  
 John Johnston

Guests Present:  
 Diane Kohls  
 Joanne Nathem  
 David Nelson  
 Karen Thalacker  
 Jennie Waller

Speakers Present:  
 Kyle Richards, CEO  
 Cathy Wilson-Sands  
 Heidi Solheim  
 Lisa Bennett  
 Dr. Berstler  
 Iris Vering

Minutes (a)  
 of the Meeting of the  
 Board of Trustees

June 24, 2013

7:00 p.m.

Tendrils Rooftop Garden



*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 7:05 p.m.	
II. Approval of minutes (b)	Minutes from the 5/28/13 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Johnson 2nd - Kwikkel Unanimously Approved
III. Celebrations	Richards introduced administrative intern, David Nelson.  Shell Rock Clinic was approved for Rural Health Clinic status effective 4/23/13.	
IV. Featured Department – Utilization Review (Cathy Wilson-Sands)	Cathy Wilson-Sands presented information about the functions and goals of the Utilization Review department.	
V. Community Health Needs Assessment (Heidi Solheim) (c)	Heidi Solheim presented the results of the Community Health Needs Assessment and the action plan. Information was included in the Board packets for review. A motion was made to approve the report and the action plan as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
VI. Financial and Statistical Report (d)	Bennett presented the financial and statistical report for May. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented.	1st - Johnson 2nd - Kwikkel Unanimously Approved
VII. Committee/Department Reports: • Environment of Care (e)	The Environment of Care Committee report was presented as included in the Board packets.	Accepted
VIII. Medical Staff Report (Dr. Berstler)	Dr. Berstler reported that the Executive Committee of the Medical Staff and the full Medical Staff met on June 17th. They considered privileging and policy review items as listed under new business. They also discussed the following items: <ul style="list-style-type: none"> <li>• Potential of offering oncology services at WHC.</li> <li>• Mini-Med University program being offered for high school students this summer at WHC.</li> <li>• Physician recruiting.</li> <li>• General surgery coverage while Dr. Deppe is on vacation.</li> <li>• Planetree annual report and core measures.</li> <li>• Transitional Care Team (TCT) grant.</li> <li>• Medication reconciliation go-live date.</li> <li>• Dr. Otoadese’s specialty clinic and vein services being offered at WHC.</li> </ul>	

	<ul style="list-style-type: none"> <li>Information about QuitLine Iowa.</li> <li>Referral and service information for Dr. Rathe and psychiatric services.</li> </ul>	
IX. Quality Report (Iris Vering)	Vering presented the Quality Report Card. Discussion was held regarding the utilization of nursing and social work navigators to help decrease readmissions.	
X. C.E.O.'s Report <ul style="list-style-type: none"> <li>Christophel Clinic Expansion</li> <li>Swing Bed (f)</li> <li>Lab Lean Consulting Agreement (g)</li> </ul>	<p>Richards presented a contract proposal for BWBR to move forward with developing drawings/plans and bidding documents for the Christophel Clinic expansion project. Discussion was held regarding the proposal. It was noted that this expense would be capitalized if we move forward with the construction. A motion was made to approve the contract as presented at a cost not to exceed \$95,000.</p> <p>Richards reported on information included in the Board packets about forthcoming changes to the swing bed program that are a part of Medicaid expansion.</p> <p>Richards presented an agreement for Lab Lean consulting services. This completes the final phase of consulting for the project. A motion was made to approve the Lab Lean consulting agreement at a cost of \$40,000.</p>	<p>1st - Johnson 2nd - Kwikkel Unanimously Approved</p> <p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p>
XI. Old Business <ul style="list-style-type: none"> <li>Accountable Care Organizations</li> <li>Magnet Update</li> </ul>	<p>Richards presented an update on Accountable Care Organizations (ACO's). He noted an invitation we have received to participate in a three-tiered approach. He also discussed the challenges that are unique to Critical Access Hospitals in relation to ACO's.</p> <p>Richards reported that our Magnet application and documentation has been submitted. We will be notified in October if our application and documentation has been accepted. If it is accepted, they will schedule a site visit for the end of this year, or early next year.</p>	
XII. New Business <ul style="list-style-type: none"> <li>Cedar Valley Health Care Coalition Bylaws (h)</li> <li>Pavelka's Point Consulting Agreement (i)</li> <li>Truven Health Analytics: <ul style="list-style-type: none"> <li>Master Subscription Agreement (j1)</li> <li>CareDiscovery Quality Measurement Supplement (j2)</li> </ul> </li> </ul>	<p>Solheim presented the Bylaws for the Cedar Valley Health Care Coalition as included in the Board packets.</p> <p>Vering presented a consulting agreement with Pavelka's Point as included in the Board packets. The agreement provides onsite consulting services for four days a week for one year at a cost of \$60,000. Discussion was held regarding the benefit of the proposed agreement and the return on investment that is expected. A motion was made to approve the consulting agreement as presented.</p> <p>Vering presented a three year subscription agreement and CareDiscovery Quality Measurement Supplement with Truven Health Analytics as included in the Board packets. Discussion was held regarding the cost benefit of outsourcing chart</p>	<p>Accepted</p> <p>1st - Johnson 2nd - Kwikkel Unanimously Approved</p>



<ul style="list-style-type: none"> <li>▪ Capital Request – Bladder Scanner (o)</li>   <li>▪ Capital Request – Single Sign-On and Virtual Desktop Replacement (p)</li>   <li>▪ Capital Request – Lab Lean Construction (q1-q4)</li>     <li>▪ Charity Care</li>   <li>• Planetree Report</li> </ul>	<p>when they are complete, and bring them forward for Board approval at the August meeting.</p> <p>Richards presented the capital request for a bladder scanner.</p> <p>Richards presented the capital request for single sign-on and virtual desktop replacement.</p> <p>Richards presented the capital request for lab lean construction. Discussion was held regarding the return on investment for the project, which will be seen in the reduction of staffing and supply costs.</p> <p>A motion was brought forward from the Finance Committee to approve the capital requests for the bladder scanner at a cost not to exceed \$12,287.25, the single sign-on/virtual desktop replacement at a cost not to exceed \$16,447, and the lab lean construction at a cost not to exceed \$55,000.</p> <p>There were no applications for charity care.</p> <p>Richards presented a Planetree update, noting that the Planetree Annual Report has been submitted and additional work is being done to assure that we can meet core measure requirements.</p>	<p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p>
<p>XIII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:35 p.m.</p>	<p>1st - Kwikkel 2nd - Johnson Unanimously Approved</p>

Next meeting will be held  
**July 22, 2013 –**  
**Tendrils Rooftop Garden**