

Members Present:
 Susan Vallem, Chair
 Gloria Campbell
 Roger Johnson, Secretary
 Barb Lutz

Speakers Present:
 Deb Gayer
 Jerod Gayer
 Mary Ochoa
 Lisa Bennett
 Dr. Berstler
 Iris Vering
 Heidi Solheim
 Lisa Forsyth
 Jerry Tiedt

Minutes
 of the Meeting of the
Board of Trustees
 March 31, 2014
 7:00 p.m.
Tendrils Rooftop Garden



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

Members Excused:
 John Johnston

Guests Present:
 Karen Thalacker
 Angie Tye
 Jennie Waller

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:01 p.m.	
II. Approval of minutes (b)	Minutes from the 2/24/14 and 3/3/14 meetings were reviewed. A motion was made to approve both sets of minutes as written.	1st - Campbell 2nd - Johnson Unanimously Approved
III. Celebrations	Susan Vallem received the community service award from the Chamber of Commerce. Connie Koehler and Sarah Moore were selected as 2014 Great Iowa Nurses.	
IV. Featured Department – Physical & Occupational Therapy/Speech Therapy	Deb Gayer and Jerod Gayer presented information about the functions and goals of the Physical & Occupational Therapy department. Mary Ochoa presented information about the functions and goals of the Speech Therapy department.	
V. Financial and Statistical Report (c)	Bennett presented the financial and statistical report for February. A motion was brought forth from the Finance Committee to approve the financial and statistical report as presented.	1st - Johnson 2nd - Lutz Unanimously Approved
VI. Committee/Department Reports: <ul style="list-style-type: none"> • Environment of Care (d) • WHC Quality Report Card (e) 	The Environment of Care Committee Report was presented as included in the Board packets. Vering presented the WHC quality report card. Discussion was held regarding quality measures and initiatives.	Accepted
VII. Medical Staff Report (Dr. Berstler)	Dr. Berstler reported that the Executive Committee of the Medical Staff met on March 17th. They considered privileging items as listed under new business. Other items discussed included: <ul style="list-style-type: none"> • Professional Performance Council (PPC) reports - requesting more information on what types of cases are being reviewed. • Medical staff attendance requirements for part-time staff. • Suspension/discipline procedures, how to minimize patient impact while ensuring quality and completeness of documentation. • Recruiting update. 	
VIII. C.E.O.'s Report <ul style="list-style-type: none"> • Auxiliary Annual Report (f) • Clover Lease for Women's Clinic 	Bennett presented the Auxiliary Annual Report as included in the Board packets. A motion was made to approve the report as presented. Bennett presented an extension of the lease for the Women's Clinic from Clover. The 3 year extension	1st - Johnson 2nd - Campbell Unanimously Approved

	includes a 2 1/2 % increase as specified in the original agreement. A motion was made to approve the extension of the lease as presented with new rates being effective 8/1/14.	1st - Lutz 2nd - Campbell Unanimously Approved
IX. Old Business <ul style="list-style-type: none"> • Christophel Clinic Expansion • Nuclear Medicine • Recruitment Update 	<p>Solheim reported that we are moved into the clinic and it is fully operational. She noted that the project was completed at approximately \$15,000 under budget.</p> <p>Bennett reported that nuclear medicine services are up and going.</p> <p>Bennett presented an update on recruiting, noting that we are hoping to have the general surgeon position filled by this fall. Dr. Berstler noted that Rohlf Memorial Clinic has signed a new family practice doctor who will begin practice in September, 2016.</p>	
X. New Business <ul style="list-style-type: none"> • Change of Status – Provisional to Regular Appointment to Medical Staff: <ul style="list-style-type: none"> ▪ Margo Soppe, PA-C – Active, Family Practice, WHC • Continuation of Provisional Appointment to Medical Staff: <ul style="list-style-type: none"> ▪ Jan Davis, ARNP – Consulting, Gerontology, CVMS ▪ Erica Jensen, ARNP – Consulting, Family Practice, CVMS ▪ Toni Luck, ARNP – Courtesy, Family Practice, Covenant • New/Revised Policies & Procedures: None • Deleted Policies: <ul style="list-style-type: none"> ▪ Blood bank Specimen Collection with Outpatient Orders (Changed to SOP) • Finance Committee (g1) <ul style="list-style-type: none"> ▪ Capital Request – Virtual Desktops \$63,453 (funded by Foundation) (g2) ▪ Capital Purchase FYI – HL7 Connections \$6404.38 ▪ Charity Care • Planetree Report 	<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/revised policies.</p> <p>A motion was made to retire the policy listed at left.</p> <p>Bennett reported that the Finance Committee met on March 27. Minutes from the meeting were included in the Board packet.</p> <p>Tiedt presented a capital request for Virtual Desktops. It was noted that this request is being funded by the Foundation. A motion was brought forth from the Finance Committee to approve the request for Virtual Desktops at a cost not to exceed \$63,453.</p> <p>Tiedt reported that we are purchasing 5 additional HL7 Connections at a cost of \$6,404.38.</p> <p>There were no applications for charity care.</p> <p>Forsyth reported that we are currently planning Planetree retreats for this fall. In addition to employees, Board members, volunteers & medical staff will be invited to attend. Forsyth noted that we are beginning the re-designation process and will</p>	<p>1st - Campbell 2nd - Lutz Unanimously Approved</p> <p>1st - Johnson 2nd - Campbell Unanimously Approved</p> <p>1st - Lutz 2nd - Johnson Unanimously Approved</p>

	have a Planetree site visit next spring.	
XI. Closed Session Iowa Code Chapter 21.5.1(1) – Closed session to discuss marketing and pricing strategies or similar proprietary information in a meeting of a public hospital, where public disclosure of such information would harm such a hospital’s competitive position when no public purpose would be served by public disclosure.	A motion was made to move into closed session at 8:18 p.m. for the purpose identified at left.	1st - Campbell 2nd - Johnson Unanimously Approved
XII. Open Session	A motion was made to move back into open session at 8:55 p.m. No action was taken.	1st - Campbell 2nd - Johnson Unanimously Approved
XIII. Adjourn	A motion was made to adjourn the meeting at 9:04 p.m.	1st - Johnson 2nd - Lutz Unanimously Approved

Next meeting will be held

April 28, 2014

7:00 p.m. Tendrils Rooftop Garden