

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

Guests Present:  
 Joanne Nathem  
 Karen Thalacker  
 Jerry Tiedt  
 Missy Timmermans  
 Angie Tye  
 Iris Vering  
 Jennie Waller

Members Excused:  
 John Johnston

Speakers Present:  
 Jim Atty, CEO  
 Lisa Bennett  
 Dr. Zehr  
 Heidi Solheim

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 August 31, 2015  
 7:00 p.m.  
**Tendrils Rooftop Garden**

**WAVERLYHEALTH**  
 — 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 7:00 p.m.	
II. Approval of minutes (b)	Minutes from the 7/27/15 meetings were reviewed. A motion was made to approve the minutes as written.	1st - Campbell 2nd - Johnson Unanimously Approved
III. Celebrations	Congratulations to Jim & Lily Atty on the birth of their daughter!	
IV. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for July. A motion was brought forth from Finance Committee to approve the financial and statistical report as presented.	1st - Lutz 2nd - Johnson Unanimously Approved
V. Committee/Department Reports: <ul style="list-style-type: none"> <li>• Environment of Care (d1)</li> </ul>	The Environment of Care Committee report was presented as included in the Board packets.	Accepted
VI. Medical Staff Report (Dr. Zehr)	Dr. Zehr reported that the Executive Committee of the Medical Staff and the full Medical Staff met on August 17th. They considered: <ul style="list-style-type: none"> <li>• Privileging</li> <li>• Updated Privilege Form</li> <li>• Policy and Medical Staff Bylaw Revisions</li> </ul> He noted that Troy Kastrup from Wapiti Medical Group was at the Medical Staff meeting to discuss the hospitalist program and answer questions. He noted that there was also discussion about radiology services.	
VII. C.E.O.'s Report (e) <ul style="list-style-type: none"> <li>• Provider Relations Update</li> <li>• Hospitalist Update</li> <li>• Janesville Clinic</li> <li>• Organizational Chart</li> </ul>	Atty presented an update on provider recruiting, and noted that Dr. Rose and Kristin Grapp, ARNP started orientation today. He reported that the strategic marketing plan that was presented this morning includes a provider relations plan. The strategic marketing plan will be presented to the Board at the September meeting.  (As reported during the Medical Staff report.) Atty noted that the one outstanding issue is regarding how we want to handle nursery call.  Atty reported that construction is on schedule for the Janesville Clinic. He noted that the next construction meeting will be held on-site. He reported that Janel Thompson, ARNP has been meeting with local community groups to promote the clinic.  Atty presented changes to the organizational chart	

	including changes in reporting relationships for Environmental Services and Cardiopulmonary Rehabilitation, and the addition of the Cardiology Clinic. A motion was made to approve the organizational chart as presented.	1st - Lutz 2nd – Campbell Unanimously Approved
VIII. Old Business	None.	
IX. New Business		
<ul style="list-style-type: none"> <li>• Press Ganey Amendment to Master Service Agreement (g)</li> <li>• Compliance Program Annual Evaluation (h)</li> <li>• Emergency Management and Environment of Care Annual Evaluations (i1-i7)</li> <li>• Revised Clinical Privilege Form: <ul style="list-style-type: none"> <li>▪ Spa Services (j1)</li> </ul> </li> <li>• Provisional Appointment to Medical Staff: <ul style="list-style-type: none"> <li>▪ Kristen Grapp, ARNP – Active, Family Practice, WHC</li> <li>▪ Kara Franzen, DPM Resident, Courtesy, Podiatry, WFHC</li> <li>▪ David Paxton, DPM Resident, Courtesy, Podiatry, WFHC</li> </ul> </li> <li>• Resignations from Medical Staff: <ul style="list-style-type: none"> <li>▪ Linsey High, PA-C – Active, Family Practice, Unity Point</li> <li>▪ Adam Brooks, MD – Consulting, Family Practice, WFHC</li> </ul> </li> <li>• Update to Privileges: <ul style="list-style-type: none"> <li>▪ Terrie Thurm, ARNP – Active, WHC, Spa Services</li> <li>▪ Stacy Wagner, DO – Active, WHC, Spa Services</li> </ul> </li> <li>• Revision to Medical Staff Bylaws (j2)</li> </ul>	<p>Solheim presented an amendment to the master service agreement with Press Ganey for patient satisfaction surveys. A motion was made to approve the amendment as presented.</p> <p>Bennett presented the annual compliance program evaluation as included in the Board packets. A motion was made to approve the annual evaluation as presented.</p> <p>Bennett presented the EOC and Emergency Management Operations Fiscal Year 2014 annual evaluations as included in the Board packets. A motion was made to approve the annual evaluations as presented.</p> <p>The revised clinical privilege form, listed at left, was presented for review as included in the Board packets. The revised privilege form has been reviewed by the Executive Committee of the Medical Staff and is recommended for approval. A motion was made to approve the revised privilege form as written.</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>Atty presented a revision to the Medical Staff Bylaws which adds a new category (ancillary professional staff) for visiting specialists. The revision to the Medical Staff Bylaws has been reviewed by the Executive Committee of the Medical Staff, and the full Medical Staff and is recommended</p>	<p>1st - Campbell 2nd - Johnson Unanimously Approved</p> <p>1st - Johnson 2nd - Lutz Unanimously Approved</p> <p>1st - Campbell 2nd - Lutz Unanimously Approved</p> <p>1st - Johnson 2nd - Lutz Unanimously Approved</p> <p>1st - Campbell 2nd - Lutz Unanimously Approved</p>

<ul style="list-style-type: none"> <li>• New/Revised Policies &amp; Procedures: <ul style="list-style-type: none"> <li>▪ Disclosing Directory Information (k1)</li> <li>▪ Communication with Family and Friends (k2)</li> </ul> </li>   <li>• Operating Lease Agreement Lab Chemistry Analyzer</li>   <li>• Finance Committee (l) <ul style="list-style-type: none"> <li>▪ Capital Purchase FYI – Motorized Bariatric Stretcher - \$9,999.99</li> <li>▪ Charity Care</li> <li>▪ Charity Care Annual Review</li> </ul> </li>   <li>• Planetree Update</li> </ul>	<p>for approval. A motion was made to approve the revision as presented.</p> <p>The revised policies listed at left were presented for review as included in the Board packets. The policies have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the policies as written.</p> <p>Bennett presented a 5 year operating lease with Cardinal Health for a Vitros 5600. A motion was made to approve the capital lease as presented.</p> <p>Bennett reported that the Finance Committee met on August 26th. Minutes from the meeting were included in the Board packet.</p> <p>Bennett noted the capital purchase made as listed at left that was below the Board approval threshold.</p> <p>There were no applications for charity care.</p> <p>Bennett presented an annual review of the charity care provided.</p> <p>Solheim presented a Planetree update noting that we will be changing our council organization to meet the new designation criteria.</p>	<p>1st - Campbell 2nd - Lutz Unanimously Approved</p> <p>1st - Lutz 2nd - Campbell Unanimously Approved</p> <p>1st - Lutz 2nd - Johnson Unanimously Approved</p>
<p>X. Closed Session Iowa Code Chapter 21.5.1(l) - Closed session to discuss patient care quality and process improvement initiatives in a meeting of a public hospital or 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.</p> <p>Iowa Code Chapter 21.5.1(c) – Closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.</p>	<p>A motion was made to move into closed session at 7:53 p.m. for the purposes identified at left.</p>	<p>1st - Lutz 2nd - Campbell Unanimously Approved</p>
<p>XI. Open Session</p>	<p>A motion was made to move back into open session at 8:38 p.m. No action was taken.</p>	<p>1st - Campbell 2nd - Lutz Unanimously Approved</p>
<p>XII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:39 p.m.</p>	<p>1st - Johnson 2nd - Lutz Unanimously Approved</p>

Next meeting will be held  
**Monday, September 28, 2015**  
7:00 p.m.  
**Tendrils Rooftop Garden**