

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

Guests Present:  
 Diane Kohls  
 Karen Thalacker  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 September 28, 2015  
 7:00 p.m.  
**Tendrils Rooftop Garden**



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

Speakers Present:  
 Jim Atty, CEO  
 Joni Poppe  
 Lisa Bennett  
 Heidi Solheim  
 Iris Vering

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 7:02 p.m.	
II. Approval of minutes (b)	Minutes from the 8/31/15 meeting were reviewed. A motion was made to approve the minutes as written.	1st - Campbell 2nd - Johnson Unanimously Approved
III. Celebrations	Vicki Wilken is making progress in her recovery from a recent accident.	
IV. Featured Departments: Surgery & Outpatient Medical Services (Joni Poppe)	Joni Poppe presented information about the functions and goals of the surgery and outpatient medical departments.	
V. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for August. A motion was brought forth from Finance Committee to approve the financial and statistical report as presented.	1st - Johnson 2nd - Lutz Unanimously Approved
VI. Committee/Department Reports: • Environment of Care (d1)	The Environment of Care Committee report was presented as included in the Board packets.	Accepted
VII. Medical Staff Report	Atty reported that the Executive Committee of the Medical Staff met on September 23rd. They considered: <ul style="list-style-type: none"> <li>• Privileging</li> <li>• Updated Privilege Forms</li> </ul>	
VIII. C.E.O.'s Report (e) <ul style="list-style-type: none"> <li>• Provider Relations Update</li> <li>• Hospitalist Update</li> <li>• Strategic Planning</li> <li>• Janesville Clinic</li> <li>• BWBR Facility Planning Report</li> </ul>	<p>Atty presented a provider relations update, noting that Dr. Rose has been reaching out to primary care providers, nursing and clinical staff as he works to get his practice up and running. Atty reported on provider recruiting and noted that Dr. Stephanie Koos is resigning from her part-time ED provider position. Atty reported that we are working with Dr. Girschek to be able to perform retinal detachment surgeries here as needed.</p> <p>Atty presented an update on the hospitalist service, noting that nursery call remains the one outstanding issue. He states that this should be settled within the next week.</p> <p>Atty reported that we had our 120 Day meeting last week. Information on the Planetree re-organization was shared.</p> <p>Atty reported that the Janesville Clinic construction is on schedule and within budget.</p> <p>Atty reported that BWBR presented a preliminary facility plan. He noted that the placement/need to</p>	

	move utility lines will present challenges for future building projects. BWBR will be bringing back further options.	
IX. Patient Satisfaction Survey Report (Heidi Solheim) (f)	The patient satisfaction survey results and presentation for the period ending June 30th were included in the Board packets. Discussion was held regarding possible trends and the roll-out of electronic surveys for clinics, ED, and surgery – in addition to the outpatient survey.	
X. Old Business	None.	
XI. New Business <ul style="list-style-type: none"> <li>• Marketing Strategic Plan (Heidi Solheim) (g)</li> <li>• Media Production Agreement (Heidi Solheim)</li>   <li>• ER Staffing Service Agreement (h)</li>   <li>• Telephone Service Agreement (h1)</li>   <li>• Joint Commission Survey (Iris Vering) (i)</li>   <li>• Updated Clinical Privilege Form: <ul style="list-style-type: none"> <li>▪ General Surgery Clinical Privileges (j1)</li> <li>▪ Cardiology Clinical Privileges (j2)</li> </ul> </li>   <li>• Updated Privileges: <ul style="list-style-type: none"> <li>▪ Troy Ivey, DO – Active, General Surgery, WHC</li> <li>▪ Amber Crawford, DO – Active, General Surgery, WHC</li> <li>▪ Cary Rose, MD – Active, Cardiology, WHC</li> </ul> </li>   <li>• Provisional Appointment to Medical Staff: <ul style="list-style-type: none"> <li>▪ Elizabeth Hoy, ARNP – Courtesy, Orthopedics, CVMS</li> </ul> </li> </ul>	Solheim presented the marketing strategic plan.  Solheim presented an agreement with Amperage Healthcare Marketing for production of a television commercial, 4 radio advertisements, and accompanying still photography. Discussion was held regarding the 50 % down payment required by the agreement. Bennett stated that public accounting standards set the limit for down payment at 10%. A motion was made to approve the agreement with the lowered down payment.  Atty presented a one year agreement with Wapiti Medical Group for fill-in ER staffing as included in the Board packet. A motion was made to approve the agreement as presented.  Bennett presented a three year agreement with Alliance Connect for telephone services as included in the Board packet. This agreement will bring all phone services under one vendor and decrease long distance rates. A motion was made to approve the agreement as presented.  Vering presented a summary of the Joint Commission Survey. The preliminary and final reports were included in the Board packet. Discussion was held regarding the findings and plans for correction.  The revised clinical privilege forms, listed at left, were presented for review as included in the Board packets. The revised privilege forms have been reviewed by the Executive Committee of the Medical Staff and are recommended for approval. A motion was made to approve the revised privilege forms as written.  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.	1st - Lutz 2nd - Johnston Unanimously Approved  1st - Johnson 2nd - Campbell Unanimously Approved  1st - Campbell 2nd - Lutz Unanimously Approved  1st - Lutz 2nd - Johnson Unanimously Approved  1st - Campbell 2nd - Lutz Unanimously Approved

- Reappointments to Medical Staff:
  - Jan Davis, ARNP – Ancillary, Nephrology, CVMS
  - Eromosele Otoadese, MD – Courtesy, Cardio & Vascular Services, Northern Iowa Cardiovascular & Thoracic Surgery
  - Arnold Honick, MD – Courtesy, Radiology, RCI
  - Wayde Blumhardt, Active, Anesthesia, WHC
  - Troy Ivey, DO – Active, General Surgery, WHC
  - LaDawna Myrmo, CNM – Active, OB/Gyn, WHC
  - Abdul Panhwar, MD – Active, Emergency Medicine, WHC
  - Todd Shover, DO – Active, Emergency Medicine, WHC
  - Margo Soppe, PA-C – Active, Emergency Medicine, WHC
  - Nasreen Wahidi, MD – Active, Pediatrics/Neonatal, WHC
  - Richard Naylor, DO – Courtesy, Orthopedic Surgery, WFHC
  
- Change in Medical Staff Category:
  - Jan Davis, ARNP – Nephrology, CVMS, Consulting-Provisional to Ancillary
  - Claro Palma, MD – Rheumatology, CVMS, Consulting to Courtesy-Provisional
  
- Provisional to Regular Status:
  - John Alcini, MD – Courtesy, Radiology, RCI
  - Stephen Burke, MD – Courtesy, Radiology, RCI
  - William Fulcher, MD – Courtesy, Radiology, RCI
  - Tamer Ghosheh, MD – Courtesy, Radiology, RCI
  - Laura Hemann, MD – Courtesy, Radiology, RCI
  - Arnold Honick, MD – Courtesy, Radiology, RCI
  - David Jensen, MD – Courtesy, Radiology, RCI
  - Keith Lacey, MD – Courtesy, Radiology, RCI
  - Michael Macke, MD – Courtesy, Radiology, RCI
  - Joshua McDonald, MD – Courtesy, Radiology, RCI
  - Sarah Pauley, MD – Courtesy, Radiology, RCI
  - William Neff, MD – Courtesy, Radiology, RCI
  - Gary Schweiger, MD – Courtesy, Radiology, RCI
  - Brianne Seberger, MD – Courtesy, Radiology, RCI

<ul style="list-style-type: none"> <li>▪ Tarek Daoud, MD – Courtesy, Nephrology, CVMS</li> <li>▪ Michael Puk, MD – Courtesy, Ophthalmology, CVMS</li> <li>▪ John Matthew Glascock, MD – Courtesy, General Surgery, WFHC</li> <li>▪ Ahsan Maqsood, MD – Courtesy, Cardiology, WFHC</li> <li>▪ David Visokey, DO – Courtesy, Internal/Pulmonary Medicine, WFHC</li> <li>▪ Richard Mauer, MD – Courtesy, Ophthalmology, Mauer Eye Center</li> <li>▪ Pankaj Nagaraj, MD – Courtesy, Neonatology, Unity Point</li>   <li>• Continuation of Courtesy-Provisional Status: <ul style="list-style-type: none"> <li>▪ Todd Johnston, MD – Orthopedic Surgery, CVMS</li> <li>▪ Lisa Maher, ARNP – Cardiology, CVMS</li> <li>▪ Abbie Schrader, ARNP – Cardiology, CVMS</li> <li>▪ Tabettha Gehrke, ARNP – Cardiology, WFHC</li> </ul> </li>   <li>• Continuation of Consulting-Provisional Status: <ul style="list-style-type: none"> <li>▪ Ronald Sims, MD – Neurology, Midwest Sleep</li> <li>▪ Paula Vroman, OPA-C – Orthopedics, WFHC</li> </ul> </li>   <li>• Resignations from Medical Staff: <ul style="list-style-type: none"> <li>▪ Erica Jensen, ARNP – Consulting, Cardiology, CVMS</li> <li>▪ Toni Luck, ARNP – Courtesy, Orthopedics, WFHC</li> <li>▪ Cristina Pasarin, MD – Consulting, Internal Medicine/Nephrology, WFHC</li> </ul> </li>   <li>• New Policies &amp; Procedures: <ul style="list-style-type: none"> <li>▪ Patient Own Medication Storage in Clinics at Waverly Health Center (k1)</li> <li>▪ Providers Treating Self and Immediate Family Members (k2)</li> </ul> </li>   <li>• Finance Committee (l) <ul style="list-style-type: none"> <li>▪ Capital Request – TEE Probe (m)</li> </ul> </li>   <li>• Janesville Clinic Signage</li> </ul>	<p>The new 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 reported that the Finance Committee met this morning. Minutes from the meeting were included in the Board packet.</p> <p>Bennett presented an unbudgeted capital request for an X7-2t Transesophageal Echocardiogram (TEE) Probe and Ultrasound Leakage Tester at a cost not to exceed \$41,000. A motion was made to approve the capital request as presented.</p> <p>Solheim presented a proposal for signage for the Janesville Clinic. The proposal from Nagle Signs Inc. includes a double sided pylon sign, building</p>	<p>1st - Johnson 2nd - Johnston Unanimously Approved</p> <p>1st - Lutz 2nd - Johnson Unanimously Approved</p>
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<ul style="list-style-type: none"> <li>▪ Charity Care</li> <li>• Planetree Update</li> </ul>	<p>sign, and entryway lettering. A motion was to approve the proposal not to exceed \$13,028.88.</p> <p>There were no applications for charity care.</p> <p>Atty reported that they Planetree conference is next week. He will be attending, along with Solheim, Dr. Wagner, Kara Rewerts, and Sadie Wilharm.</p>	<p>1st - Campbell 2nd - Johnston Unanimously Approved</p>
<p>XII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:54 p.m.</p>	<p>1st - Johnston 2nd - Johnson Unanimously Approved</p>

Next meeting will be held

**Monday, October 26, 2015**

**7:00 p.m.**

**Special Meeting: Audit Presentation – Tuesday, October 27, 2015**

**11:30 a.m.**

**Tendrils Rooftop Garden**