

Members Present:  
 Susan Vallem, Chair  
 Ann Henninger Trax  
 Roger Johnson  
 Barb Lutz

Guests Present:  
 Diane Kohls  
 Karen Thalacker  
 Angie Tye  
 Jennie Waller

Minutes  
 of the Meeting of the  
**Board of Trustees**  
 October 26, 2020  
 6:00 p.m.



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

Members Excused:  
 John Johnston

Speakers Present:  
 Jim Atty, CEO  
 Lisa Bennett, CFO  
 Jodi Geerts, CNO  
 Heidi Solheim, COO

Meeting ID  
[meet.google.com/rzu-wtbt-cgq](https://meet.google.com/rzu-wtbt-cgq)

Phone Numbers  
 (US)+1 720-441-6132  
 PIN: 702 416 492#

Item	Discussion/Notes	Action
I. Meeting called to order	Called to order by Vallem at 6:00 p.m.	
II. Approval of minutes (b)	Minutes from the 9/28/20 meeting were reviewed. A motion was made to approve the minutes as written.	1st – Lutz 2nd - Henninger Unanimously Approved
III. Celebrations		
IV. Financial and Statistical Report (c1 – c3)	Bennett presented the financial and statistical report for September. A motion was brought forward from Finance Committee to approve the financial and statistical report as presented. Bennett provided an update on the Cares Act funding status. Bennett noted that she will be meeting with Denman & Company on Wednesday to finalize the audit for fiscal year 2020. We will be scheduling time for Denman & Company to present the report to the Board.	1st - 2nd - Unanimously Approved
V. Committee/Department Reports: <ul style="list-style-type: none"> <li>Administrative Report (e)</li> <li>COVID-19 Update</li> </ul>	<p>Administrative reports were reviewed as included in the Board packets.</p> <p>Solheim presented a COVID-19 update, noting that we released a new lab testing plan last week. She also noted that our family practice clinics are beginning to see patients with respiratory symptoms in the clinics, rather than routing them all through the Walk-In Clinic.</p>	
VI. Medical Staff Report (Dr. Styron) (f) <ul style="list-style-type: none"> <li>Medical Staff Executive Committee Minutes</li> <li>Medical Staff Minutes</li> </ul>	Atty reported that the Executive Committee of the Medical Staff and the full Medical Staff met on 10/19, minutes from the meetings were included in the Board packet. They considered privileging and credentialing items as listed below. Atty noted that he and Dr. Dahlquist have been rounding with the providers. They will conclude with their meetings in the next few weeks and then will be creating an action plan based on the feedback they have received.	
VII. C.E.O.'s Report <ul style="list-style-type: none"> <li>Physician Recruitment</li> <li>Building Project Update (d)</li> </ul>	<p>Atty presented an update on physician recruitment to meet patient care needs.</p> <p>Solheim presented a building project update, noting that the project is on schedule and on budget. She noted that we will be bringing quotes for the secondary administration area and the locker/changing rooms to the next meeting for consideration.</p>	
VIII. Quality Report (g)	Geerts presented the quality report.	



<p>of the Surgery Department (ht)</p> <ul style="list-style-type: none"> <li>▪ Care of the Pregnant Patient with Suspected or Confirmed COVID (hu)</li> </ul> <p>• Finance Committee (k)</p> <ul style="list-style-type: none"> <li>▪ Capital Requests –Anesthesia Machines (3)</li> <li>▪ Capital Report (k1)</li> <li>▪ Cash Investments &amp; Transfer Report (k2)</li> <li>▪ Financial Assistance Requests</li> </ul>	<p>Bennett reported that the Finance Committee met this morning, minutes from the meeting were included in the Board packets.</p> <p>Bennett presented a capital request for anesthesia machines. The anesthesia machines are needed to serve as back-up ventilators in the event of another COVID surge. The request is being brought forth for approval due to not being budgeted. A motion was brought forth from the Finance Committee to approve the request for anesthesia machines at a total cost not to exceed \$225,000.</p> <p>Bennett presented the capital and cash investments and transfer reports as included in the Board packets.</p> <p>Bennett presented an application for financial assistance:</p> <ul style="list-style-type: none"> <li>• Application is for an individual with a balance of \$31,655.32. The applicant qualifies for a 100% write-off under our Financial Assistance Policy.</li> </ul> <p>A motion was made to approve the application as presented.</p>	<p>1<sup>st</sup> – Johnson 2<sup>nd</sup> – Lutz Unanimously Approved</p> <p>1<sup>st</sup> – Lutz 2<sup>nd</sup> – Johnson Unanimously Approved</p>
<p>XI. Closed Session</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 7:24 p.m. for the purposes identified at left.</p>	<p>1st - Lutz 2nd - Johnson Unanimously Approved</p>
<p>XII. Open Session</p>	<p>A motion was made to move back into open session at 8:02 p.m. No action was taken in closed session.</p>	<p>1st - Lutz 2nd - Johnson Unanimously Approved</p>
<p>XIII. Adjourn</p>	<p>A motion was made to adjourn the meeting at 8:03 p.m.</p>	<p>1st - Lutz 2nd - Johnson Unanimously Approved</p>

Next meeting will be held  
**Monday, November 23, 2020**  
**6 p.m.**  
**Tendrils Rooftop Garden**