

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, June 13, 2018 in the Conrad E. Anderson, MD Auditorium, 2500 Mowry Avenue, Fremont, California. Director Wallace called the meeting to order at 6:00 pm and led those present in the Pledge of Allegiance.

CALL TO ORDER

Roll call was taken: Directors present: Michael Wallace; Bernard Stewart, DDS; Jacob Eapen, MD; William Nicholson, MD. Directors absent: Patricia Danielson, RHIT

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Timothy Tsoi, Chief of Staff; Jeannie Yee, Service League President; Laura Ibanez, Acting District Clerk

Guests: Ed Fayen, Kimberly Hartz, Chris Henry, Tina Nunez, Mary Bowron, Larry Bowen, John Lee, Donald Pipkin, Kristin Ferguson, Rob Lanci, Paul Kozachenko.

Nancy Farber, Chief Executive Officer, introduced Chris Henry, Chief Financial Officer and Dan Nardoni, Chief Financial Officer WTMF, to present the Estimate for the Fiscal Year 2018-19 budget. Mr. Henry noted that the budget was prepared with the Mission and its commitment to the patient first ethic as its foundation.

*EDUCATION SESSION:
Budget Estimate FY 2018-
2019*

Mr. Henry began with a review of the national environment including Republican healthcare reform and other federal initiatives. He noted that California's economy remains strong and commented on the several provisions in the Governor's proposed budget that could affect health care as well as other state initiatives. The government payor reimbursement for Washington Hospital was reviewed as was the estimated cumulative cost of unfunded mandates and payment reductions for FY 2010-2019. Mr. Henry talked about the East Bay and District economy and particularly about the unemployment rates as compared to the national rate.

This was a year of surveys for Washington Hospital: six in a six-month period. Mr. Henry also talked about Washington Hospital's many accomplishments during the year, including recognition by Healthgrades as one of America's 100 best hospitals and other Healthgrades Program Awards.

Mr. Henry reviewed the statistics for the Morris Hyman Critical Care Pavilion and the estimated move expenses (\$2,379,368) and ongoing operations assumptions. Together with Mr. Nardoni, he presented the Income Statement, Volume Indicators, Performance Indicators, Admissions, Inpatient Days, Deliveries, Total Surgeries, Emergency Room Visits, Outpatient Visits, and the resulting Patient Service Revenue and other Operating Revenue and Operating Expense. The Capital Project requests were also reviewed.

Director Nicholson moved for approval of the minutes of May 9, 29, and 31, 2018.

*APPROVAL OF
MINUTES OF May 9, 29,
and 31, 2018*

Director Stewart seconded the motion.

Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

There were no oral communications.

*COMMUNICATIONS:
ORAL*

The following written communication received from Timothy Tsoi, MD, Chief of Staff, dated May 29, 2018 requesting approval of Medical Staff Credentialing Action Items as follows:

*COMMUNICATIONS:
WRITTEN*

Appointments

Hopkins, Linda MD; Satariano, Jennifer NP

Temporary Privileges

Satariano, Jennifer NP

Reappointments – Two Year

Barzin, Ario MD; Beg, Sumbal MD; Carpenter, Christopher MD; Chen, Fulton MD; El-Sayad, Yasser MD; Franzino, Stephen MD; Gadea, William PA-C; Goldman, Robin MD; Haws, Kelly PA-C; Henstorf, Jan MD; Jiang, Lei PA-C; Krishnan, Savitha MD; Kwok, Joseph MD; Lee, Simon MD; Mark, Nancy MD; Paro, John MD; Rodwell, Graham MD; Romano, John MD; Rose, Barry MD; Sah, Alexander MD; Siu, John MD; Srinivas, Shekar MD; Wadhwani, Rita MD

Reappointments – One Year

Kumar, Pradeep MD; Okamoto, Eric MD

Transfer in Staff Category

Gadea, William PA-C; Krishnan, Savitha MD; Lee, Simon MD; Luu, Cindy PA-C; Mark, Nancy MD; Madderla, Jayanth MD; Matuszak, Ronald MD; Nguyen, Doris MD; Orenberg, David MD; Paro, John MD; Shain, Alana MD; Srinivas, Shekar MD

Completion of Proctoring & Advancement in Staff Category

Garn, Karn PA-C; Lee, Simon MD; Paro, John MD; Shain, Alana MD; Srinivas, Shekar MD; Madderla, Jayanth MD; Matuszak, Ronald MD; Nguyen, Doris MD

Addition of Physician Supervisor

Hein, Lance PA-C; Wilkins, Christopher PA-C

New Privilege Requests

Paro, John MD

Delete Privilege Requests

Beg, Sumbul MD; Henstorf, Jan MD; Kwok, Joseph MD; Paro, John MD; Rodwell, Graham MD; Romano, John MD

Withdrawal of Application

Carlson, Melissa NP

Leave of Absense

Spira, Alan MD

Resignations

Burton, Anne DO; Kaiser, Sunitha MD; Woomer, Bethany MD; Towers, Barry CCP

Director Nicholson moved for approval of the credentialing action items presented by Dr. Tsoi.

Director Stewart seconded the motion.

Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD – aye
Patricia Danielson, RHIT – absent

The motion carried.

Jeannie Yee, Service League, reported on the Service League activities, including Magic Hanky gift project and the Volunteer Cuddler service for newborns in the special care nursery.

*SERVICE LEAGUE
REPORT*

Dr. Timothy Tsoi reported there are 592 Medical Staff members which includes 348 active members.

*MEDICAL STAFF
REPORT*

The Hospital Calendar video highlighted the following events:

*HOSPITAL CALENDAR:
Community Outreach*

Past Health Promotions & Outreach Events

On Wednesday, May 9th and May 22nd, Dr. Harpreet Dhillon, internal medicine, presented, “Strategies to Help Lower Your Cholesterol and Blood Pressure.” 20 people attended.

On Thursday, May 10th, Dr. Sunil Dhawan, dermatologist, screened community members to help detect skin cancer before symptoms occurred. 15 people were screened. Of those, 11 were recommended for further evaluation.

On Saturday, May 12th, Washington Hospital participated in the Age Friendly Health Expo organized by the Tri-City Elder Coalition. Washington Hospital and Washington Township Medical Foundation staff provided osteoporosis and blood pressure screenings along with heart health information. Washington Hospital was also a sponsor for this event. 73 people were screened for osteoporosis, 120 people received blood pressure screenings, and more than 2,000 people attended the event.

On Thursday, May 17th, Michele Williams-Smith, Senior Family Advocate, Family Education and Resource Center concluded the Mental Health Education series with her presentation on “Family Support: Caring for those with Mental Health Disorders.” 36 people attended.

On Thursday, May 24th, Washington Hospital hosted “Celebration of Life”. This event featured stories of survival and hope for cancer survivors and their families. The event was co-sponsored by Washington Hospital, HERS Breast Cancer Foundation, UCSF - Washington Cancer Center, the American Cancer Society and

Tri-City Voice. 73 people attended.

On Thursday May 31st, as part of the Family Caregiver series, J.B. Goodier, spiritual care coordinator and certified meditation instructor, presented "Mindfulness Meditation for the Caregiver." 17 people attended.

On Friday, June 1st, Anna Mazzei, registered dietitian, presented a "Fun Fresh Summer Cooking Demonstration." 21 people attended.

On June 7th, as part of the Diabetes Matters series, Dr. Kuniyoshi Kanai presented "Eye Health". Dr. Kanai discussed the increased risk diabetics have for developing eye health issues. 15 people attended.

Upcoming Health Promotions & Community Outreach Events

On Thursday, June 21st, from 6 to 8 pm at the Washington Township Medical Foundation, Nakamura Clinic conference room in Union City, Dr. Tam Nguyen, will present, "Preventive Screenings; When and Why are They Important."

On Thursday, July 10th, from 7 to 8:30 pm, as part of the Caregiver series, J.B. Goodier and Father Jeff Finley, Palliative Care Coordinator, will present "Codependency and the Caregiver."

Bay Area Healthier Together

Washington Hospital and ABC7's Bay Area Healthier Together programming continues to raise awareness and educate the public about health issues and health care resources. In the month of May, Bay Area Healthier Together featured minimally invasive spine procedures, as well as pituitary tumors and gamma knife treatment options. More information is available at bayareahealthiertogether.com.

*HOSPITAL CALENDAR:
Bay Area Healthier
Together*

Washington Hospital Healthcare Foundation

On Saturday, October 13th, the Washington Hospital Healthcare Foundation will host the 32nd annual Top Hat dinner dance. This year's gala will be chaired by Marsha Badella, Dr. Carmen Agcaoili, medical director of the Intensive Care Unit, and Dr. Kadeer Halimi, medical director of the Emergency Department. The trustees of the Foundation have designated the proceeds from this year's Top Hat gala towards the support the the new Intensive Care Unit in the Morris Hyman Critical Care Pavilion.

*HOSPITAL CALENDAR:
Washington Hospital
Foundation Report*

Washington Township Healthcare District Board of Directors

Washington Township Healthcare District Board Members attended Indo-Americans for Better Community's Charity Ball on May 12th.

*WASHINGTON
TOWNSHIP
HEALTHCARE
DISTRICT:
Board of Directors*

W.H.E.A

In May, WHEA held its Annual Wish List event in which various hospital departments submit non-budgeted requests for patient care items. WHEA awarded \$8,678 for items, such as a wheel chair for Admitting and exercise equipment for Outpatient Rehab and Cardiac Rehab.

*HOSPITAL CALENDAR:
Washington Hospital
Employees Association
(WHEA)*

Washington On Wheels Mobile Health Clinic, W.O.W.

The Washington on Wheels Mobile Health clinic returned to our district early May. Preparations are being made to provide health care services to our community members in the District. The mobile health clinic was at the Age Friendly Health Expo on Saturday, May 12th, where staff provided tours and answered questions about services that will be provided.

*HOSPITAL CALENDAR:
Washington On Wheels
Mobile Health Van*

Internet and Social Media Marketing

Washington Hospital's website serves as a central source of information for the communities the District serves and beyond. The most viewed page was About WHHS with 38,700 views.

*HOSPITAL CALENDAR:
Internet and Social Media
Marketing*

InHealth - Channel 78

During the month of May, Washington Hospital's cable channel 78, InHealth, captured new programming including a Health and Wellness program titled "Strategies to Help Lower Your Cholesterol and Blood Pressure"; two Mental Health Education programs called "Mental Wellness," and "Family Support: Caring for those with Mental Health Disorders" and a Caregiver Series program on "Mindfulness Meditation for the Caregiver." In addition, InHealth aired three Health and Wellness programs called "Wound Care and the Latest Treatment", "Stress Management" and "Sick Feet?" the April Citizens' Bond Oversight Committee Meeting and the May Board of Directors Meeting.

*HOSPITAL CALENDAR:
InHealth*

Employee of the Month

Adrian Jackson joined an ROP program in high school to explore opportunities in health care. After high school, she completed her medical assistant training and began an externship at the Newark Clinic of Washington Hospital and knew it was a good fit. She was hired in 2002 and transferred to the Warm Springs Clinic and Nakamura Clinic in 2007. When Washington Hospital chose Epic as its electronic medical records system, Adrian was recognized as an expert in her area and was recruited to join the implementation team.

*HOSPITAL CALENDAR:
Employee of the Month –
Adrian Jackson, Sr.
Application Analyst, IS*

Nancy Farber introduced Stephanie Williams CNO, Elvie Ballar RN, and Carmencita Agcaoili MD who presented a Lean report on the relocation of the ICU to the Morris Hyman Critical Care Pavilion. The 3P Methodology was described. Several 3P workshops were held beginning in September 2017 with a Visioning Session, 3P Flow Design in October 2017, Care Coordination 1 in January 2018, Medication and Pharmacy in March 2018, and Care Coordination 2 and Handoffs in May 2018. Flow Design focused on information flow as well as the physical flow of patients and staff. 5S workshop was conducted in the current space in order to understand what supplies will be needed and in what amounts for the new space which will be larger. Workshops are being planned to set up the new space before beginning patient care.

*LEAN UPDATE
ICU Transition to Morris
Hyman Critical Care
Pavilion*

Ed Fayen presented the construction update on the Morris Hyman Critical Care Pavilion sharing photographs of the first floor lobby; testing smoke curtains at elevators 1 & 2 main lobby first floor; first floor CT room; ED waiting room

*CONSTRUCTION
REPORT
Construction Update*

children's area; south side ED entrance landscaping; paved ED patient entrance; ED entrance canopy lighting; construction of the ramp at the new loading dock; exterior framing for the new loading dock; sheathing the passageway and new loading dock; canopy support steel for new plaza entry area; auxiliary ED exit; east entry; and ending with the Site View. We are on time and within budget.

Mary Bowron, Senior Director of Quality and Resource Management presented the Nurse Sensitive Indicators – quality measures sensitive to the provision of nursing care. WHHS has had consistently higher levels of nursing education compared to national hospitals: 77.1% Direct Care Nurses with Bachelor's or higher degree. We had a lower rate of inpatient falls than national hospitals: 2.48 vs. benchmark of 2.60. We had a lower prevalence of stage II+ hospital acquired pressure ulcers than national hospitals. Washington Hospital nurses average 25% more pain assessments per patient per day. There is a decreasing trend in infection ratio with implementation of nursing-driven protocol and nurses performing daily catheter necessity assessment. Our central line associated bloodstream infection ratio was lower than predicted for half of the past six quarters. We have had a lower percent of patients with physical restraints per quarter compared to national hospitals.

*QUALITY REPORT:
Nurse Sensitive Indicators
2018 Update*

Chris Henry, Chief Financial Officer, presented the Finance Report for April 2018. The average daily census was 153.3 with admissions of 978 resulting in 4,599 patient days. Outpatient observation equivalent days were 122. The average length of stay was 4.98 days. The case mix index was 1.519. Deliveries were 113. Surgical cases were 354. Joint Replacement cases were 160. Neurosurgical cases were 15. Cardiac Surgical cases were 8. The Outpatient visits were 7,087 and Emergency visits were 4,061. Total productive FTEs were 1,248. FTEs per adjusted occupied bed were 6.80.

FINANCE REPORT

Nancy Farber presented the Hospital Operations Report for May 2018. Preliminary information indicated gross revenue for the month of May at approximately \$169,013,000. The Average Length of Stay of 4.47 and there were 4,514 patient days. There were 375 Surgical Cases and 335 Cath Lab procedures at the Hospital. Deliveries for April were 130. Non-Emergency Outpatient visits were 7,481. FTEs per Adjusted Occupied Bed were 6.78. The Washington Outpatient Surgery Center had 474 cases and the clinics saw approximately 3,403 patients. Total Government Sponsored Preliminary Payor Mix was 74%, above the budget of 71.8%.

*HOSPITAL
OPERATIONS REPORT*

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors adopt Resolution No. 1189 which is the Budget Estimate for Fiscal Year 2018-2019. This Resolution provides for the necessary funds required for the operation of the District and for the continued support of the Washington Township Hospital Development Corporation in its operations to promote the charitable and community service mission of the District.

*CONSIDERATION OF
RESOLUTION No. 1189:
BUDGET ESTIMATE
FOR FY 2018-2019*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye

Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of five new Philips EKG machines for a total amount not to exceed \$52,650.00.

*CONSIDERATION OF
EKG MACHINES*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer enter into the necessary contracts to proceed with the Schindler elevator upgrades to include Lobby Vision, Hands Free Telephones for elevator cars, Door Equipment upgrades, and LED Fixture upgrades for an total amount not to exceed \$668,484.28.

*CONSIDERATION OF
ELEVATOR UPGRADES*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer enter into the necessary contracts to proceed with the purchase of fifty bedside tables and fifty over-bed tables for an total amount not to exceed \$32,775.00.

*CONSIDERATION OF
BEDSIDE and OVER-
BED TABLES*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to proceed with the purchase of the Vascular C-Arm for a total cost not to exceed \$250,068.00.

*CONSIDERATION OF
VASCULAR C-ARM*

Director Stewart seconded the motion.

Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of replacement computers for WTMF for a total amount not to exceed \$31,580.81.

*CONSIDERATION OF
REPLACEMENT OF
WTMF COMPUTERS*

Director Stewart seconded the motion.

Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of replacement computers and laptops for WHHS for a total amount not to exceed \$98,694.64.

*CONSIDERATION OF
REPLACEMENT OF
WHHS COMPUTERS*

Director Stewart seconded the motion.

Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the project of painting the exterior of the hospital for a total amount not to exceed \$327,750.00.

*CONSIDERATION OF
EXTERIOR PAINTING
OF THE HOSPITAL*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the upgrade of the Fireworks Fire Alarm System for a total amount not to exceed \$125,000.00.

*CONSIDERATION OF
"FIREWORKS" FIRE
ALARM MONITORING
SYSTEM*

Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye
Patricia Danielson, RHIT – absent

The motion carried.

In accordance with Health & Safety Code Sections 1461, 1462 and 32106 and Government Section 54954.5(h) Director Wallace adjourned the meeting to closed session at 9:00 pm, as the discussion pertained to Hospital trade secrets, Human Resources matters, and Risk Management.

*ADJOURN TO CLOSED
SESSION*

Director Wallace reconvened the meeting to open session at 9:43 pm and reported no action was taken in closed session.

*RECONVENE TO OPEN
SESSION & REPORT ON
CLOSED SESSION*

In accordance with District Law, Policies and Procedures, Director Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of the Philips Healthcare Telemetry System for a total amount not to exceed \$504,106.00.

*CONSIDERATION OF
PHILIPS HEALTHCARE
TELEMETRY (WELCH
ALLYN REPLACEMENT
PHASE I)*


Director Stewart seconded the motion.
Roll call was taken:

Michael Wallace – aye
Bernard Stewart, DDS - aye
Jacob Eapen, MD – aye
William Nicholson, MD - aye

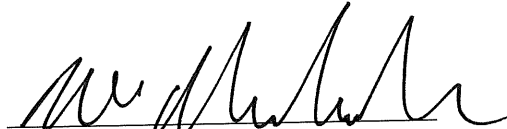
Patricia Danielson, RHIT – absent

The motion carried.

There being no further business, Director Wallace adjourned the meeting at 9.45 pm. *ADJOURNMENT*



Michael Wallace
President



William Nicholson, MD
Secretary