



# Washington Township Hospital Development Corporation

2000 Mowry Avenue, Fremont, CA 94538-1716

July 3, 2019

## MEETING NOTICE

The meeting of the Board of Directors of the Washington Township Hospital Development Corporation will be held on Monday, July 8, 2019. The meeting will be held in the Board Room of Washington Hospital, located at 2000 Mowry Avenue, Fremont, California and will commence at 2:00 p.m.

In accordance with Sections 1461, 1462, 32106 and 32155 of the California Health & Safety Code and Sections 54962 and 54954.5 of the California Government Code, portions of this meeting may be held in closed session.

This notice is posted pursuant to Section 54956 of the Government Code.

By direction of the President & Chief Executive Officer  
Washington Township Hospital Development Corporation

HOLLY CEDILLO  
Recording Secretary



# Washington Township Hospital Development Corporation

2000 Mowry Avenue, Fremont, CA 94538-1716

## AGENDA

### BOARD OF DIRECTORS' MEETING WASHINGTON TOWNSHIP HOSPITAL DEVELOPMENT CORPORATION

**Monday, July 8, 2019 – 2:00 P.M.**  
**2000 Mowry Avenue, Fremont, CA 94538**  
**Board Room – First Floor**

**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call Holly Cedillo, Recording Secretary, at (510) 818-7839 for assistance so the necessary arrangements can be made.

- |   | <b>PRESENTED BY:</b>                            |
|---|---|
| <b>I. CALL TO ORDER</b>   | Chair   |
| <b>II. ROLL CALL</b>  | Holly Cedillo,<br>Executive Assistant           |
| <b>III. CONSIDERATION OF MINUTES OF<br/>February 14, 2019</b>                                   | <i>Motion Required</i>                          |
| <b>IV. EDUCATION SESSION</b><br>A. WHHS Strategic Map: 2020-22                                  | Donald Pipkin,<br>Chief of Strategic Management |
| <b>V. COMMUNICATIONS</b><br>A. Oral<br>B. Written<br>• Resignation letter – Jeannie Yee         |   |
| <b>VI. ELECTION OF SECRETARY (CREATED<br/>BY RESIGNATION OF BOARD MEMBER<br/>– JEANNIE YEE)</b> |   |
| <b>VII. ELECTION OF PRESIDENT AND CHIEF<br/>EXECUTIVE OFFICER</b>                               |   |

*In accordance with Section 1461, 1462, 32106 and 32155 of the California Health & Safety Code and Sections 54962 and 54954.5 of the California Government Code, portions of this meeting may be held in closed session.*

**VIII. PRESIDENT AND CHIEF EXECUTIVE OFFICER REPORT**

- IX. CLOSED SESSION** Chair
- A. Report involving trade secret pursuant to Health and Safety Code, Section 32106. Estimated public disclosure date July 2020.

- X. ADJOURN TO OPEN SESSION & REPORT ON CLOSED SESSION** Chair

- XI. OPEN SESSION** Chair
- A. Report to Open Session
    - B. Action Item
      - 1. Purchase of two ultrasound machines for WTMF Women's Health

- XII. ADJOURNMENT** Chair

**NEXT MEETING: August 19, 2019**

The meeting of the Board of Directors of the Washington Township Hospital Development Corporation was held on February 14, 2019 in the Board Room of Washington Hospital, 2000 Mowry Avenue, Fremont, California. Chairman Sah called the meeting to order at 7:37a.m.

*CALL  
TO  
ORDER*

Present: Russ Blowers, Gloria Villasana Fuerniss, Miro Garcia, Benn Sah, M.D., Jeannie Yee and Nancy Farber, Chief Executive Officer

*ROLL  
CALL*

Absent: Chris Henry, Sr. Associate Administrator/CFO

Also present: Kimberly Hartz, Sr. Associate Administrator, Ambulatory Care Services; Tina Nunez, Associate Administrator, Ambulatory Care Services; Walter Choto, Sr. Director, Ambulatory Care Services; and Holly Cedillo, Executive Assistant

Guest: Kristin Ferguson, Chief of Compliance; Mike Rogers, DEVCO Compliance Officer

A motion was made by Director Blowers, seconded by Director Fuerniss to approve the minutes of the meeting of November 19, 2018. The motion was carried by the following vote.

*APPROVAL OF  
MINUTES OF  
November 19, 2018*

Ayes: Directors Blowers, Fuerniss, Sah and Yee

Noes: None

Absent: None

Abstain: Director Garcia

At its January 9, 2019 meeting, the District Board of Directors voted to reappoint the Washington Township Hospital Development Corporation Board members. A motion was made by Director Blowers, seconded by Director Garcia, to elect the following slate of board officers for 2019 as follows:

*ELECTION OF  
OFFICERS 2019*

Benn Sah, M.D., as Chair, Jeannie Yee as Secretary, and Russ Blowers as Treasurer. The motion was carried by the following votes:

Ayes: Directors Blowers, Fuerniss, Garcia, Sah and Yee

Noes: None

Absent: None

Abstain: None

Ms. Hartz noted that there was no written or oral communication.

*COMMUNICATIONS*

Kristin Ferguson, Chief of Compliance at Washington Hospital, provided ethics training to the Board. The Board was advised that they are also required to complete ethics training online every two years. Once completed, members should print the certificate, keep a copy and provide the original to Holly Cedillo. Original certificates will be provided to Ms. Farber's office.

*AB 1234 ETHICS  
TRAINING*

Ethics training is required of local public officials including members of the legislative body of a local public agency. Ms. Ferguson shared the ethical principles for public service officials including laws related to personal gain, personal advantages, government transparency laws and laws related to fair processes. The importance of earning and holding the public's trust was emphasized. Ms. Ferguson also notified the Board that she is available to answer any questions or concerns regarding compliance issues.

*AB 1234 ETHICS  
TRAINING (CONT'D)*

Ms. Farber shared information regarding Senate Bill No. 1152 which is an unfunded mandate requiring hospitals to implement a set of requirements regarding discharge planning for homeless patients. Upon discharge the hospital is required to coordinate services for homeless patients in preparation of their return to the community by connecting him or her with available resources, including referral for follow up care, food, clothing, shelter, discharge medications and transportation.

*PRESIDENT & CHIEF  
EXECUTIVE OFFICER  
REPORT*

Ms. Farber spoke about the plan to refurbish patient rooms in the main hospital. The 4<sup>th</sup> floor will be completely refurbished and both the 4<sup>th</sup> and 5<sup>th</sup> floor rooms will be transitioned to single-occupancy. The need for patient privacy will be accomplished with single-occupancy rooms.

Ms. Farber mentioned the seismic compliance and safety requirements that must be met by the Hospital by the year 2030. This will include retrofitting or rebuilding the North and South Towers of the main Hospital. Regulations required for seismic compliance and retrofitting is to ensure the ability to care for patients in the safest environment possible following an earthquake. Buildings that are not brought into compliance by January 1, 2030 will no longer be able to provide acute care service.

Ms. Farber provided an update regarding the relocation of Washington Urgent Care to the first floor of the Washington West building in the space that was occupied by the Community Health Resource Library. The bids for construction and relocation came in over budget and options to reduce the costs are being reviewed. Staff is also in the process of value engineering the project. It was noted that first floor access to the Washington Urgent Care is important as it will improve accessibility for patients.

In accordance with Sections 1461, 1462, 32106 and 32155 of the California Health & Safety Code and Sections 54962 and 54954.5 of the California Government Code, Chairman Sah adjourned the meeting to closed session at 8:28a.m.

*ADJOURN TO CLOSED  
SESSION*

Chairman Sah adjourned the meeting to open session at 9:10a.m. He reported that no action was taken in closed session.

*ADJOURN TO OPEN  
SESSION*

*Washington Township Hospital Development Corporation*  
*February 14, 2019*  
*Page 3*

There being no further business, the meeting adjourned at 9:12a.m. The next meeting is currently scheduled for May 20, 2019 at 7:30a.m.

*ADJOURNMENT*

---

Benn Sah, M.D.  
Chair

---

(Board Member)  
Secretary

Washington Township Hospital  
Development Corporation  
Summary Income Statement  
May 2019

	Current Month			Year - To - Date		
	Actual	Budget	Favorable/(Unfavorable) Variance %	Actual	Budget	Favorable/(Unfavorable) Variance %
(1) Visits	3,576	3,684	(108) (2.9%)	37,540	39,216	(1,676) (4.3%)
(2) Treatments & Procedures	251	207	44 21.3%	2,981	2,802	179 6.4%
(3) Total	3,827	3,891	(64) (1.6%)	40,521	42,018	(1,497) (3.6%)
Gross Revenue						
(4) Patient Revenue	4,080,920	4,840,822	(759,902) (15.7%)	42,828,921	49,767,104	(6,938,183) (13.9%)
(5) Other Revenue	760,653	838,304	(77,651) (9.3%)	9,206,406	9,322,238	(115,832) (1.2%)
(6) Total Gross Revenue	4,841,573	5,679,126	(837,553) (14.7%)	52,035,327	59,089,342	(7,054,015) (11.9%)
Deductions						
(7) Total Deductions	2,099,151	2,464,340	365,189 14.8%	22,688,961	24,535,952	1,846,991 7.5%
Contractual Percentage	51.4%	50.9%	(0.5%)	53.0%	49.3%	(3.7%)
(8) Net Revenue	2,742,422	3,214,786	(472,364) (14.7%)	29,346,366	34,553,390	(5,207,024) (15.1%)
Expenses						
(9) Purchased Labor	929,213	882,538	46,675 (5.3%)	9,425,508	9,433,003	7,495 0.1%
(10) Purchased Benefits	292,657	308,363	15,726 5.1%	3,017,801	3,330,133	312,332 9.4%
(11) Supplies	342,719	377,959	35,240 9.3%	3,456,625	4,046,145	589,520 14.6%
(12) Professional Fees	273,028	280,709	7,681 2.7%	3,051,308	2,996,046	(55,262) (1.8%)
(13) Purchased Services	247,983	228,791	19,192 (8.4%)	2,262,617	2,397,260	134,643 5.6%
(14) Depreciation and Amort	103,376	125,762	22,386 17.8%	1,004,752	1,136,603	131,851 11.6%
(15) Utilities	24,144	24,428	284 1.2%	245,711	256,771	11,060 4.3%
(16) Building Lease	356,091	406,147	50,056 12.3%	4,763,603	4,768,312	4,709 0.1%
(17) Other Expenses	115,333	121,841	6,508 5.3%	1,381,347	1,420,658	39,311 2.8%
(18) Total Expenses	2,684,544	2,756,558	72,014 2.6%	28,609,272	29,784,931	1,175,659 3.9%
(19) Net Operating Income/Loss	57,878	458,228	(400,350) (87.4%)	737,094	4,768,459	(4,031,365) (84.5%)
(20) Minority Interest	87,277	266,852	179,575 67.3%	625,790	2,725,524	2,099,734 77.0%
(21) Net Income/Loss	(29,399)	191,376	(220,775) (115.4%)	111,304	2,042,935	(1,931,631) (94.6%)

April 27, 2019

Washington Township Hospital  
Development Corporation  
2000 Mowry Avenue  
Fremont, CA 94538

To the Board of Directors of the Washington Township Hospital DEVCO Board:

It is with very mixed emotions that I must submit my letter of resignation as a member of the DEVCO Board of Directors. As short as my tenure has been, I've thoroughly enjoyed my time with you and had anticipated serving for many more years. The call to accept the appointment to the Washington Township Health Care District Board of Directors was unexpected but I feel that what I've learned from you and with you will serve me well in my future role.

I wish you all the best as we continue our partnership in leadership here at Washington Hospital.

Gratefully yours,

A handwritten signature in cursive script that reads "Jeannie Yee". The signature is written in black ink and is positioned above the printed name.

Jeannie Yee





## Memorandum

**DATE:** July 8, 2019  
**TO:** DEVCO Board of Directors  
**FROM:** Kimberly Hartz, Chief Executive Officer  
**SUBJECT:** Ultrasound Equipment-WTMF Women's Health

WTMF is respectfully requesting the approval to purchase a Voluson S8 with touch Panel and the Voluson P8 ultrasound machines for the Women's Health Clinic.

The current equipment is approximately 10-15 years old. Due to the age of the equipment, parts are very difficult to obtain making downtimes longer and repairs more expensive. Additionally, one of the current ultrasound units is no longer working and is needed for patient care.

Ultrasound is an important part of the first trimester screening tests. It is also recommended as a screening tool during second trimester, ideally at 18-20 weeks.

This equipment will give the department the following advantages:

- Ability to use the mobile unit in all exam rooms improving office workflow to help reduce wait time for patients.
- Improved quality of images for easier diagnosis.
- Reduce turn-around time on image acquisition and analysis allowing to spend more time with the patient.

This equipment was submitted as part of the proposed FY 2020 Capital equipment budget. However, there is a patient care need to immediately purchase this equipment and the request is to move forward with the purchase now.

Therefore, in accordance with District Law, Policies and Procedures, I request that the Washington Township Hospital Development Corporation Board of Directors authorize the President & Chief Executive Officer to proceed with the purchase of 1 Voluson S8 and 1 Voluson P8 ultrasound machines in an amount not to exceed \$84,112.