



# Washington Township Health Care District

2000 Mowry Avenue, Fremont, California 94538-1716 | 510.797.1111

Kimberly Hartz, Chief Executive Officer

## Board of Directors

Jacob Eapen, MD  
William F. Nicholson, MD  
Bernard Stewart, DDS  
Michael J. Wallace  
Jeannie Yee

Wednesday, May 11, 2022 – 6:00 P.M.

Meeting Conducted by Zoom

<https://us06web.zoom.us/j/88672811506?pwd=RW9rUGVaNk53NzVJcG9TM1djM0RyQT09>

Password: 383044

## AGENDA

### PRESENTED BY:

- |  |                                |
|--|--------------------------------|
| <b>I. CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</b>   | Jeannie Yee<br>Board President |
| <b>II. ROLL CALL</b>   | Dee Antonio<br>District Clerk  |
| <b>III. BROWN ACT FINDING</b><br>GOVERNMENT Code § 54953(e)(3)(B)(ii)  | <i>Motion Required</i>         |
| <b>IV. COMMUNICATIONS</b>  |                                |
| A. Oral<br><i>This opportunity is provided for persons in the audience to make a brief statement, not to exceed three (3) minutes on issues or concerns not on the agenda and within the subject matter of jurisdiction of the Board.. "Request to Speak" cards should be filled out in advance and presented to the District Clerk. For the record, please state your name.</i> |                                |
| B. Written   |                                |
| <b>V. CONSENT CALENDAR</b><br><i>Items listed under the Consent Calendar include reviewed reports and recommendations and are acted upon by one motion of the Board. Any Board Member or member of the public may remove an item for discussion before a motion is made.</i>   | Jeannie Yee<br>Board President |
| A. Consideration of Minutes of the Regular Meetings of the District Board: April 13, 18, 25, and 27, 2022  | <i>Motion Required</i>         |
| B. Consideration of Resolution No. 1241: Calling a District General Election to be Held in Washington Township Health Care District on November 8, 2022  |                                |

C. Consideration of Resolution No. 1242: Ordering the Consolidation of the Health Care District General Election to be Held in Washington Township Health Care District of Alameda County, State of California on November 8, 2022, with the Statewide General Election to be Held on November 8, 2022 and Requesting the Board of Supervisors of the County of Alameda to Consolidate Said Health Care District General Election with Said Statewide General Election, insofar as the Territory in Which Said Elections Are to be Held Is the Same

D. Consideration of Washington Township Health Care District Board of Directors Policies, New/Reviewed/ Revised 2022

**VI. PRESENTATION**

A. Nurses Week / Hospital Week

**PRESENTED BY:**

Kimberly Hartz  
Chief Executive Officer

B. Everything MyChart

John Lee  
Chief, Information Systems

**VII. REPORTS**

A. Report on Trauma Center Designation

**PRESENTED BY:**

Kimberly Hartz  
Chief Executive Officer

Donald Pipkin  
Chief, Strategic Management

B. Medical Staff Report

Shakir Hyder, M.D.  
Chief of Medical Staff

C. Service League Report

Debbie Feary  
Service League President

D. Quality Report:  
Quality Dashboard Quarter Ending March 31, 2022

Mary Bowron, DNP, RN, CIC,  
CNL, CPHQ  
Chief of Quality & Resource  
Management

E. Finance Report

Chris Henry  
Vice President & Chief Financial  
Officer

F. Hospital Operations Report

Kimberly Hartz  
Chief Executive Officer

**VIII. ANNOUNCEMENTS**

**IX. ADJOURN TO CLOSED SESSION**

A. Conference involving Trade Secrets pursuant to  
Health & Safety Code section 32106

**X. RECONVENE TO OPEN SESSION &  
REPORT ON PERMISSIBLE ACTIONS TAKEN  
DURING CLOSED SESSION**

Jeannie Yee  
Board President

**XI. ADJOURNMENT**

Jeannie Yee  
Board President

*In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (510) 818-6500. Notification two working days prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.*

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, April 13, 2022 via Zoom. Director Yee called the meeting to order at 6:00 pm and led those in attendance of the meeting in the Pledge of Allegiance.

*CALL TO ORDER*

*PLEDGE OF ALLEGIANCE*

Roll call was taken: Directors present: Jeannie Yee; Bernard Stewart, DDS; Michael Wallace; Jacob Eapen, MD; William Nicholson, MD;  
Absent:

*ROLL CALL*

Also present: Kimberly Hartz, Chief Executive Officer; Dee Antonio, District Clerk

Guests: Chris Henry, Tina Nunez, Larry LaBossiere, Paul Kozachenko, Kimberlee Alvani, Mary Bowron, Walter Choto, Angus Cochran, Debbie Feary, Kristin Ferguson, Lina Huang, Kel Kanady, Dr. Prasad Katti, Nick Legge, Dr. Dianne Martin, Dan Nardoni, Donald Pipkin, Dr. Rajiv Saigal, Dr. Mark Saleh, Dr. Brian Smith, Felipe Villaneuva, Marcus Watkins, John Zubiena, and Sri Boddu.

Director Yee welcomed any members of the general public to the meeting. She noted that in order to continue to protect the health and safety of the members of the Board, District staff, and members of the public from the dangers posed by the SARS-CoV-2 virus, the Brown Act allows a local agency to continue to hold its meetings remotely as opposed to being required to meet in-person. Section 54953(e)(3) of the Government Code requires that the Board make certain findings every 30 days to continue meeting remotely. One such finding is that “state or local officials continue to impose or recommend measures to promote social distancing.” The Alameda County Health Officer continues to recommend social distancing and the wearing of masks indoors, as referenced by the Alameda County Health Care Services Public Health Department COVID-19 website at [www.covid-19.acgov.org](http://www.covid-19.acgov.org).

*OPENING REMARKS*

In accordance with District law, policies, and procedures, Director Stewart moved that the Board of Directors make the finding required by Section 54953(e)(3)(B)(ii) of the Government Code that “state or local officials continue to impose or recommend measures to promote social distancing.” Director Nicholson seconded the motion.

Roll call was taken:

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

The motion carried and the finding is affirmed.

Director Yee noted that Public Notice for this meeting, including connection information, was posted appropriately on our website. This meeting, conducted via Zoom, will be recorded for broadcast at a later date.

There were no Oral communications.

*COMMUNICATIONS:  
ORAL*

There were no Written communications.

*COMMUNICATIONS:  
WRITTEN  
CONSENT CALENDAR*

Director Yee presented the Consent Calendar for consideration:

- A. Minutes of the Regular Meetings of the District Board: March 9, March 21, March 23, and March 28, 2022
- B. Medical Staff: Emergency Medicine Section Manual – Department of Medicine
- C. CredentialStream Implementation
- D. Copier Replacement
- E. Patient Financial Assistance and Charity Care Policy

In accordance with District law, policies, and procedures, Director Stewart moved that the Board of Directors approve the Consent Calendar, items A through E. Director Nicholson seconded the motion.

Roll call was taken:

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

The motion carried.

Kimberly Hartz, CEO, introduced Dr. Rajiv Saigal, a neurosurgeon from Washington Township Medical Foundation and the Bell Neuroscience Institute as well as an associate professor and neurosurgeon-scientist at the University of California, San Francisco. Dr. Saigal presented several cases from his medical practice to demonstrate the different methods of treatment: non-medical therapies such as ergonomics, acupuncture and physical therapy as well as medical therapies such as oral anti-inflammatory medications, gels/creams.

*PRESENTATION: LOW  
BACK PAIN – WHEN IS  
IT SURGICAL AND  
WHEN S IT NOT?*

Dr. Saigal talked about the reasons for surgical interventions being caused by nerve or spinal cord compression, trauma, tumors, or spinal deformity. He reviewed cases of disc herniation, trauma, spondylolisthesis, and scoliosis requiring minimally invasive surgery or surgery. All had positive outcomes.

Dr. Mark Saleh, Chief of Staff-Elect, reported there are 573 Medical Staff members including 347 active members. He expressed appreciation for the Doctors Day luncheon. He spoke about the improved lower census with very few COVID-19 patients. The 2<sup>nd</sup> vaccine booster is now recommended for people over age 50 and noted the time frame between boosters is recommended to be four months.

*MEDICAL STAFF  
REPORT*

Debbie Feary, Service League President, reported that the Service League contributed 1,301 hours over the past month. The number of COVID-19 test kits requested by the Lab continues to drop, requiring only 200 test kits during March. On April 9<sup>th</sup>, there was an orientation for prospective volunteers.

*SERVICE LEAGUE  
REPORT*

Due to a more stable financial outlook. The Service League will be able to offer scholarships again this year to graduating high school seniors and college students. The Masquerade \$5 jewelry sale is scheduled for April 25-27 in the Anderson Auditorium.

Kimberly Hartz introduced Dr. Prasad Katta, Medical Director of Washington Hospital's Diabetes Program. Dr. Katta began with a statistical review of the incidence and prevalence of Diabetes in the U.S. and specifically in the Washington Township Health Care District. The 2020 Community Health Needs Assessment identified diabetes as one of the most pressing health needs for our community. He reviewed the comprehensive diabetes program for inpatient, outpatient, and transition of care.

*LEAN REPORT:  
DIABETES PROGRAM  
REPORT*

Lean principles of standard work have been applied within the program resulting in better management of hypoglycemia and therapeutic glucose percentages. A centralized EPIC patient list is created for each patient's interdisciplinary diabetes care and involves a case manager, dietician, pharmacy, and nurse inpatient diabetes education.

The program engages with the community by participating in the Diabetes Matters lecture series, Health and Wellness presentations, and articles in the Tri-City Voice.

Kimberly Hartz introduced Dianne Martin, Antimicrobial Stewardship Leader who delivered the annual report for this program. She began with an explanation of antimicrobial resistance and the program elements. She reviewed the Antimicrobial Administration Ratio and various statistics related to antibiotics, antifungal, C-difficile, and carbapenem-resistant organisms. She reviewed COVID-19 protocols and guidelines as well as the COVID Monoclonal Antibody and oral antivirals for mild to moderate COVID-19.

*QUALITY REPORT:  
ANTIMICROBIAL  
STEWARDSHIP / C.  
DIFFICILE*

Chris Henry, Vice President & Chief Financial Officer, presented the Finance Report for February 2022. The average daily inpatient census was 178.0 with admissions of 764 resulting in 4,985 patient days. Outpatient observation equivalent days were 288. The average length of stay was 6.38 days. The case mix index was 1.604. Deliveries were 88. Surgical cases were 392. The Outpatient visits were 7,047. Emergency visits were 3,855. Cath Lab cases were 216. Joint Replacement cases were 159. Neurosurgical cases were 31. Cardiac Surgical cases were 15. Total FTEs were 1,634.5. FTEs per adjusted occupied bed were 5.85.

*FINANCE REPORT*

Kimberly Hartz, Chief Executive Officer, presented the Hospital Operations Report for March 2022. Preliminary information for the month indicated total gross revenue at approximately \$209,053,000 against a budget of \$199,074,000. We had 50 COVID-19 discharges which represented 6% of total discharges which represents a decrease from the prior two months which averaged 161 COVID-19 discharges.

*HOSPITAL  
OPERATIONS REPORT*

The Average Length of Stay was 6.01. The Average Daily Inpatient Census was 164.5. There were 15 discharges with lengths of stay greater than 30 days, ranging from 31 to 81. Still in house at the end of March were twelve patients with length of stays of over 30 days and counting (highest at 313).

There were 5,100 patient days. There were 442 Surgical Cases and 233 Cath Lab cases at the Hospital. Outpatient joint cases were budgeted to begin migrating to Peninsula Surgery Center in October 2021; pending accreditation, these are now expected to begin in the second half of CY2022.

Deliveries were 110. Non-Emergency Outpatient visits were 8,606. Emergency Room visits were 4,202. Total Government Sponsored Preliminary Payor Mix was 72.8%, against the budget of 73.3%. Total FTEs per Adjusted Occupied Bed were 5.66. The Washington Outpatient Surgery Center had 609 cases and the clinics had approximately 18,002 visits.

It was noted that we had the highest collections in over two years at 46.3M, driving AR days down. There were \$212,000 in charity care applications pending or approved in March. Fiscal year to date, the estimated total unreimbursed cost for Homeless Patients is about \$4.1M.

- As of Monday, April 11<sup>th</sup>, a total of 86,922 COVID vaccine doses have been administered to community members at our vaccination clinic, including 3,553 vaccinations of children ages 5-11 years old.
- Tuesday, March 22<sup>nd</sup>: Overactive Bladder: Causes, Symptoms, and Treatment
- Scheduled for Tuesday, April 19<sup>th</sup>: Treatments and Procedures for Common Spine Conditions
- Scheduled for Wednesday, April 27<sup>th</sup>: Diabetes Self-Management: Lesser-known Factors Impacting Blood Glucose Levels
- Scheduled for Tuesday, May 3<sup>rd</sup>: Newborn Parent Boot Camp
- Scheduled for Thursday, May 5, 2022: 35<sup>th</sup> Annual Golf Tournament on the Hill Course at Castlewood Country Club in support of Surgical Services at WHHS. This event is SOLD OUT.
- April Employee of the Month: Falisa Fullard, Executive Assistant II, Executive Services

*ANNOUNCEMENTS*

Director Stewart moved that the Board approve the purchase of six Merge Workstations and Software. Director Wallace seconded the motion.

*CONSIDERATION OF  
PURCHASE OF 6  
MERGE  
WORKSTATIONS AND  
SOFTWARE*

Roll call was taken:

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

The motion carried.

There being no further business, Director Yee adjourned the meeting at 8:15 pm.

*ADJOURNMENT*

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

DRAFT



A regular meeting of the Board of Directors of the Washington Township Health Care District was held on Monday, April 18, 2022 via Teleconference. Director Yee called the meeting to order at 6:00 p.m. and led those present in the Pledge of Allegiance.

*CALL TO ORDER*

Roll call was taken. Directors present: Jeannie Yee; Bernard Stewart, DDS; Michael Wallace; Jacob Eapen, MD; William Nicholson, MD  
Absent:

*ROLL CALL*

Also present: Kimberly Hartz, Chief Executive Officer; Ed Fayen, Chief Operating Officer; Tina Nunez, Vice President; Chris Henry, Chief Financial Officer; Paul Kozachenko, Legal Counsel; Dee Antonio, District Clerk

Guests: None

Director Yee welcomed any members of the general public to the meeting. She noted that in order to continue to protect the health and safety of the members of the Board, District staff, and members of the public from the dangers posed by the SARS-CoV-2 virus, the Brown Act allows a local agency to continue to hold its meetings remotely as opposed to being required to meet in-person. Section 54953(e)(3) of the Government Code requires that the Board make certain findings every 30 days to continue meeting remotely. One such finding is that “state or local officials continue to impose or recommend measures to promote social distancing.” The Alameda County Health Officer continues to recommend social distancing and the wearing of masks indoors, as referenced by the Alameda County Health Care Services Public Health Department COVID-19 website at [www.covid-19.acgov.org](http://www.covid-19.acgov.org). The Board made such a finding at its meeting earlier in the month.

*OPENING REMARKS*

There were no oral or written communications.

*COMMUNICATIONS*

Kimberly Hartz, CEO made the following announcements:

*ANNOUNCEMENTS*

- Fifteen Sutter Hospitals are on strike. So far, there is no noticeable impact on Washington Hospital.
- We are in the process of reviewing and updating the Board policies. These will be sent to the board in the next day or so. This will be an item for discussion on the April 27<sup>th</sup> board meeting agenda and will then be placed on the Consent Calendar for approval in May.
- We have knowledge that an Independent Citizens Committee has formed. A CEO Communication regarding the Citizen’s Initiative Parcel Tax Ballot Measure has been distributed to all members of the Hospital Community.

In accordance with Health & Safety Code Sections 32106, 32155 and California Government Code 54956.9(d)(2), Director Yee adjourned the meeting to closed session at 6:04 p.m., as the discussion pertained to a Conference involving Trade Secrets pursuant to Health & Safety Code 32106, Conference with Legal Counsel – anticipated Litigation pursuant to Government Code section 54946.9(d)(2), and consideration of closed session Minutes: March 21, and 23, 2022. Director Yee stated that the public has a right to know what, if any, reportable action takes place during closed session. Since this meeting is being conducted via Zoom and we have no way of knowing when the closed session will end, the public was informed they

*ADJOURN TO CLOSED SESSION*

could contact the District Clerk for the Board's report beginning April 19, 2022. She indicated that the minutes of this meeting will reflect any reportable actions.

Director Yee reconvened the meeting to open session at 7:26 pm. The District Clerk reported that the Board approved the Closed Session Minutes of March 21, and 23, 2022 and denied two claims filed on behalf of Jeweley Risinger and Ali Gahrahmat by unanimous vote of all Directors present:

*RECONVENE TO OPEN  
SESSION & REPORT ON  
CLOSED SESSION*

Jeannie Yee  
Bernard Stewart, DDS  
Michael Wallace  
Jacob Eapen  
William Nicholson, MD

There being no further business, Director Yee adjourned the meeting at 7:26 pm.

*ADJOURNMENT*

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

A meeting of the Board of Directors of the Washington Township Health Care District was held on Monday, April 25, 2022 via Zoom. Director Yee called the meeting to order at 7:30 a.m.

*CALL TO ORDER*

Roll call was taken. Directors present: Jeannie Yee; Bernard Stewart DDS; Jacob Eapen MD; William Nicholson, MD

*ROLL CALL*

Excused: Michael Wallace

Also present: Prasad Kilaru, MD; Tim Tsoi, MD; Jan Henstorf, MD; Kimberly Hartz, CEO; Larry LaBossiere, CNO; Dee Antonio, District Clerk

There were no oral or written communications.

*COMMUNICATIONS*

Director Yee adjourned the meeting to closed session at 7:30 a.m. as the discussion pertained to Medical Audit and Quality Assurance Matters pursuant to Health & Safety Code Sections 1461 and 32155.

*ADJOURN TO CLOSED SESSION*

Director Yee reconvened the meeting to open session at 8:03 a.m. and reported no reportable action taken in closed session.

*RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION*

There being no further business, the meeting adjourned at 7.56 a.m.

*ADJOURNMENT*

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

A regular meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, April 27, 2022 via Zoom. Director Yee called the meeting to order at 6:00 p.m. and led those present in the Pledge of Allegiance.

*CALL TO ORDER*

Since this meeting was originally scheduled and posted as a teleconference meeting, District Clerk Dee Antonio went on the teleconference line promptly at 6:00 pm to inform any members of the general public that the meeting had been changed to a zoom meeting to accommodate a possible visual presentation during the Announcements portion of the meeting. No members of the general public accessed the teleconference line.

Roll call was taken. Directors present: Jeannie Yee; Bernard Stewart, DDS; Michael Wallace; Jacob Eapen, MD; William Nicholson, MD

*ROLL CALL*

Also present: Kimberly Hartz, Chief Executive Officer; Ed Fayen, Chief Operating Officer; Tina Nunez, Vice President; Larry LaBossiere, Vice President; Paul Kozachenko, Legal Counsel; Dee Antonio, District Clerk

Director Yee welcomed any members of the general public to the meeting. She noted that in order to continue to protect the health and safety of the members of the Board, District staff, and members of the public from the dangers posed by the SARS-CoV-2 virus, the Brown Act allows a local agency to continue to hold its meetings remotely as opposed to being required to meet in-person. Section 54953(e)(3) of the Government Code requires that the Board make certain findings every 30 days to continue meeting remotely. One such finding is that “state or local officials continue to impose or recommend measures to promote social distancing.” The Alameda County Health Officer continues to recommend social distancing and the wearing of masks indoors, as referenced by the Alameda County Health Care Services Public Health Department COVID-19 website at [www.covid-19.acgov.org](http://www.covid-19.acgov.org). The Board made such a finding at its meeting earlier in the month.

*OPENING REMARKS*

There were no oral or written communications.

*COMMUNICATIONS*

Seven policies of the Board of Directors were presented and reviewed by the Board members:

*POLICY REVIEW*

- A-001 Board Accountability Statement
- A-002 Adoption and Amendment of Board Policies
- A-003 Board Meetings
- A-005 Consent Calendar
- A-006 Travel and Reimbursement Policy
- A-007 Meeting Attendance and Compensation
- A-008 Electronic Signature Use Policy

These policies will be brought to the meeting of the Board of Directors May 11, 2022 for final review and consideration for approval.

No announcements.

*ANNOUNCEMENTS*

In accordance with Health & Safety Code Sections 32106, 32155 and California Government Code 54956.9(d)(2), Director Yee adjourned the meeting to closed session at 6:13 p.m., as the discussion pertained to a Report of Medical Staff and Quality Assurance Committee, Health & Safety Code section 32155. Director Yee stated that the public has a right to know what, if any, reportable action takes place during closed session. Since this meeting is being conducted via Zoom and we have no way of knowing when the closed session will end, the public was informed they could contact the District Clerk for the Board's report beginning April 28, 2022. She indicated that the minutes of this meeting will reflect any reportable actions.

*ADJOURN TO CLOSED SESSION*

Director Yee reconvened the meeting to open session at 8:15 pm. The District Clerk reported that the Board approved the Medical Staff Credentials Report in closed session by unanimous vote of all Directors present:

*RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION*

Jeannie Yee  
Bernard Stewart, DDS  
Michael Wallace  
Jacob Eapen  
William Nicholson, MD

There being no further business, Director Yee adjourned the meeting at 8:15 pm.

*ADJOURNMENT*

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

**RESOLUTION NO. 1241**

**RESOLUTION AND ORDER OF THE BOARD OF DIRECTORS OF  
WASHINGTON TOWNSHIP HEALTH CARE DISTRICT OF ALAMEDA  
COUNTY, STATE OF CALIFORNIA, CALLING A DISTRICT GENERAL  
ELECTION TO BE HELD IN WASHINGTON TOWNSHIP HEALTH CARE  
DISTRICT ON NOVEMBER 8, 2022**

WHEREAS, Section 32100 of the Health and Safety Code of the State of California provides that the elective officers of a local health care district shall be a board of directors consisting of five (5) members, each of whom shall be a registered voter residing in the District and whose term shall be four (4) years;

WHEREAS, the term of three Directors, out of the existing Directors, shall expire at noon on the first Friday of December of 2022;

WHEREAS, Section 32100.5 of the Health and Safety Code provides that an election, which shall be known as the Health Care District General Election, shall be held in each local health care district on the first Tuesday after the first Monday in November of each even-numbered year, at which a successor shall be chosen for each officer whose term shall expire;

WHEREAS, the Washington Township Health Care District General Election shall be consolidated with the statewide General Election pursuant to Part 3 of Division 10 (commencing with Section 10400) of the Elections Code, and the person receiving the highest number of votes for each office to be filled at such election shall be elected hereto; and

WHEREAS, the term of office of each of the three (3) persons elected to fill those terms expiring at noon on the first Friday of December 2022 shall be four (4) years or until his or her successor is elected and has qualified.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED AS FOLLOWS:**

1. That in accordance with the provision of Section 32100 and 32100.5 of the Health and Safety Code of the State of California, a Health Care District General Election be and the same hereby is called and the same shall be held in said Washington Township Health Care District of Alameda County, State of California, on Tuesday, November 8, 2022, from the hour of 7:00 o'clock a.m., of said day until the hour of 8:00 o'clock p.m., of said day during which period of time electors of the said Washington Township Health Care District may vote for the successor of each of the three (3) members of the Board of Directors of Washington Township Health Care District of Alameda County, State of California, whose terms are about to expire, to serve for terms of four (4) years;

2. That all registered voters residing within Washington Township Health Care District of Alameda County, State of California, are qualified electors at said election, and the manner of voting, the form of ballot to be used, and in all other particulars said Health Care District General Election shall be held in accordance with the General Election laws of the State of California; and

3. Not less than thirty (30) days prior to the date of said Health Care District General Election, the Board of Directors of said District, shall by resolution entered on its minutes, designate the precincts into which said District shall be divided for the conduct of said Health Care District General Election, and the polling place for each precinct and shall appoint for each precinct an election board consisting of at least one inspector, one Judge, and two (2) clerks, selected from the electors of said District, and shall provide for the giving of notice of said election pursuant to law.

Passed and adopted by the Board of Directors of the Washington Township Health Care District this 11<sup>th</sup> day of May 2022 by the following vote:

AYES:

NOES:

ABSENT:

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JEANNIE YEE  
President, Board of Directors  
Washington Township Health Care District

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WILLIAM NICHOLSON, MD  
Secretary, Board of Directors  
Washington Township Health Care District

**RESOLUTION NO. 1242**

**RESOLUTION ORDERING THE CONSOLIDATION OF THE HEALTH CARE DISTRICT GENERAL ELECTION TO BE HELD IN WASHINGTON TOWNSHIP HEALTH CARE DISTRICT OF ALAMEDA COUNTY, STATE OF CALIFORNIA ON NOVEMBER 8, 2022, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON NOVEMBER 8, 2022, AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ALAMEDA TO CONSOLIDATE SAID HEALTH CARE DISTRICT GENERAL ELECTION WITH SAID STATEWIDE GENERAL ELECTION, INsofar AS THE TERRITORY IN WHICH SAID ELECTIONS ARE TO BE HELD IS THE SAME**

WHEREAS, the Board of Directors of Washington Township Health Care District is the governing body of the Washington Township Health Care District of Alameda County, State of California, and has called a Health Care District General Election to be held in said District on November 8, 2022, for the purpose of choosing a successor of each of the three (3) members of the Board of Directors whose terms are about to expire;

WHEREAS, Washington Township Health Care District of Alameda County is situated entirely within the boundaries of Washington Township, Alameda County, State of California; and

WHEREAS, it is desirable that said Health Care District General Election be consolidated with the statewide General Election to be held on November 8, 2022, insofar as the same shall be held in the same territory.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of Washington Township Health Care District of Alameda County, State of California, as follows:

1. That the Health Care District General Election called and to be held on November 8, 2022, in said Washington Township Health Care District of Alameda County, shall be and the same is hereby consolidated with the statewide General Election to be held on said date throughout the State of California, insofar as the territory in which said elections are to be held is the same, to wit: within the boundaries of Washington Township, Alameda County, California;

2. That the Board of Supervisors of the County of Alameda is requested to consolidate said Health Care District General Election to be held on November 8, 2022 in said Washington Township Health Care District of Alameda County for the purpose of choosing a successor for each of the three (3) members of the Board of Health Care Directors whose terms are about to expire on the first Friday of December 2022 with the statewide General Election to be held on



November 8, 2022 insofar as the territory with the County of Alameda is the same as the territory within the boundaries of said Washington Township Health Care District of Alameda County, to wit: within the boundaries of Washington Township, Alameda County, State of California, and that the territory affected by this order of consolidation, the election precincts, polling places, and voting booths, shall in every case be the same as those established and provided for said statewide General Election and that the election officers in each precinct shall in every case be the same, to wit: the election officers to be appointed by said Board of Supervisors and that there shall be only one set of election officers in each polling place and that all proceedings held in the premises shall be recorded in one set of election papers and that the election shall be held in all respects as though there were only one election within said territory affected by such order of consolidation, and that the names of the persons proposed by petition as candidates for each of said offices of members of the Board of Directors of said Health Care District be set forth on the ballots for said statewide General Election in substantially the following form:

(WASHINGTON TOWNSHIP HEALTH CARE DISTRICT)  
(BOARD OF DIRECTORS: FOUR-YEAR TERM, VOTE FOR THREE)

3. That said Board of Supervisors of the County of Alameda is authorized and requested to cause the canvass of the returns of said Washington Township Health Care District General Election and to direct the Registrar of Voters to certify said results of said General Election of this Board of Directors of Washington Township Health Care District of Alameda County when such results have been ascertained;

4. That any candidate filing a candidate's statement of qualifications pursuant to Section 13307 of the California Elections Code shall pay the actual prorated costs of printing and handling said candidate's statement as provided therein. Said candidate's statement shall contain no more than 400 words. Candidates will not be permitted to submit other materials to be sent with the sample ballot and voter's pamphlet; and

5. That the Secretary of this Board of Directors is hereby directed to file a certified copy of this Resolution with the Board of Supervisors of the County of Alameda.

Passed and adopted by the Board of Directors of Washington Township Health Care District this 11th day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

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JEANNIE YEE  
President, Board of Directors  
Washington Township Health Care District

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WILLIAM NICHOLSON, MD  
Secretary, Board of Directors  
Washington Township Health Care District



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# Memorandum

**DATE:** May 11, 2022

**TO:** Kimberly Hartz  
Chief Executive Officer

**FROM:** Dee Antonio  
District Clerk

**SUBJECT:** New/Reviewed/Revised Policies of  
Washington Township Health Care District Board of Directors

Please review the attached updated new, reviewed and revised Policies of the Washington Township Health Care District Board of Directors that were discussed at the April 27, 2022 Board meeting. They will be on the agenda for your approval at the May 11, 2022 meeting of the Board of Directors.

Additional policies are under review and will be brought to the Board for consideration at a future date.

A-001	Board Accountability Statement	Revised
A-002	Adoption and Amendment of Board Policies	Reviewed
A-003	Board Meetings	Revised
A-005	Board Meeting Agenda: Consent Calendar	New
A-006	Travel and Reimbursement Policy	Revised
A-007	Board of Directors Meeting Attendance and Compensation	Revised
A-008	Electronic Signature Use	New

# Washington Township Health Care District Board of Directors Policy

<b>Title: <del>BASIS OF AUTHORITY</del> BOARD ACCOUNTABILITY STATEMENT</b>	
<b>Category: Governance and General Administration</b>	<b>Policy Number: A-001</b>
<b>Original Adoption Date: 10/11/95</b>	
<b>Last Reviewed/Revised Date: 04/18/22</b>	
<b><del>Current Last Revision Approval</del> Date: 05/11/22</b>	

**POLICY:**

The Board of Directors represents and ~~acts for~~ governs the District as a whole. Board members have no individual authority.

District Board members shall exercise authority with respect to the District and its affairs only when acting in their capacity as Board members and during Board meetings ~~or meetings of Board authorized committees~~, except the President of the Board who is expected to confer with the CEO regarding Board and committee agendas and other matters between Board meetings. As individuals, Directors may not commit the District to any policy, act or expenditure. Members of the Board are not authorized to independently exercise management authority with respect to the District or its affairs.

Approved:

\_\_\_\_\_  
Jeannie Yee  
President

\_\_\_\_\_  
William Nicholson, M.D.  
Secretary

Reference:

Cal Health & Safety Code Section 32125

# Washington Township Health Care District Board of Directors Policy

<b>Title: ADOPTION AND AMENDMENT OF <span style="color: red;">BOARD</span> POLICIES</b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-002</b>
<b>Original Adoption Date: 10/11/95</b>	
<b>Last Reviewed/Revised Date: 04/18/22</b>	
<b>Last Revision-Approval Date: 05/11/22</b>	

**POLICY:**

The Board of Directors may adopt such policies, not inconsistent with the Amended and Restated Bylaws of Washington Township Health Care District as amended from time to time (“Bylaws”) and the laws of the State of California that are determined by the Board of Directors to be necessary for the efficient operation of the District.

Policies of the Board of Directors may be adopted, revised, added to or amended at any regular or special meeting of the Board of Directors by a majority vote. If reasonably possible, proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended.

The District Clerk shall maintain a Board of Directors Policy Binder containing a comprehensive listing of all current policies of the Board of Directors. The Board of Directors Policy Binder will serve as a resource for Board Members, staff and members of the public.

Board policies shall be in a standard format as shown in Attachment 1, to this policy. Board policies shall be numbered as follows: (other categories shall be established as appropriate)

- A – Governance and General Administration ~~—A~~
- ~~—B~~ – Finance ~~—B~~

Approved:

\_\_\_\_\_  
Jeannie Yee  
President

\_\_\_\_\_  
William Nicholson, M.D.  
Secretary

Reference:

Cal Health & Safety Code Section 32104  
 Cal Health & Safety Code Section 32125 and/or other authority.

# Washington Township Health Care District Board of Directors Policy

<b>Title:</b>	
<b>Category:</b>	<b>Policy No:</b>
<b>Original Adoption Date:</b>	

**PURPOSE:**

**POLICY:**

Approved:

\_\_\_\_\_  
[Name]  
President

\_\_\_\_\_  
[Name]  
Secretary

# Washington Township Health Care District Board of Directors Policy

<b>Title: <del>MEETING-FACILITATION BOARD MEETINGS</del></b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-003</b>
<b>Original Adoption Date: 01/08/97</b>	
<b>Last Reviewed/Revised Date: 04/18/22</b>	
<b><del>Current Last Revision-Approval Date: 05/11/22</del></b>	

## **POLICY:**

Regular meetings of the Board of Directors shall be held on the second Wednesday, the third Monday, and the fourth Wednesday of each calendar month at 6:00 p.m. and the fourth Monday of each calendar month at 7:30 am. Special meetings of the Board of Directors may be held in conformance with “The Local Health Care District Law.” The Board shall utilize Roberts Rules of Order to facilitate meetings.

Notice for a Regular meeting shall be posted electronically on the District’s internet website and physically in the Washington Hospital’s front lobby 72 hours in advance of the meeting in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54956).

Notice for a Special meeting shall be posted electronically on the District’s internet website and physically in the Washington Hospital’s front lobby 24 hours in advance of the meeting in accordance with the Ralph M. Brown Act (California Government Code §54956).

An agenda containing a brief general description of each item of business to be transacted or discussed at the meeting shall be prepared and posted with the meeting notice. The agenda shall specify the time and location of the meeting.

In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities (California Government Code §54956.5), the Board of Directors may hold an emergency special meeting without complying with the 24-hour notice (California Government Code §54956.5). An emergency situation means a crippling disaster which severely impairs public health, safety, or both as determined by a majority of the Board.

Approved:

\_\_\_\_\_  
Jeannie Yee  
President

\_\_\_\_\_  
William Nicholson, M.D.  
Secretary

Reference:  
California Health & Safety Code §54950 through §54956



# Washington Township Health Care District Board of Directors Policy

<b>Title: BOARD MEETING AGENDA: CONSENT CALENDAR</b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-005</b>
<b>Original Adoption Date: 05/11/22</b>	

## **POLICY:**

The District Clerk, in cooperation with the Chief Executive Officer and the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act.

A Consent Calendar may be developed for inclusion as an item on the meeting agenda.

- A consent calendar collects items that are approved or received without discussion. The consent calendar is intended to streamline the process for regular or routine issues that come before the Board, based on the assumptions that the item will not require discussion as it is self-explanatory and uncontroversial, for information only, and/or confirms a previously discussed issue. The consent calendar promotes good time management and endeavors to improve Board meetings.
- Information supporting all consent agenda items must be clearly identified and provided to Board members in the Board meeting packet prior to the Board meeting. Items not included in the regular Board packet will not be included on the consent calendar.
- Any Director may request that an item be removed from the consent calendar. No motion is required. Any item removed from the consent calendar will be placed appropriately elsewhere on the agenda where it can be discussed fully. The remainder of items listed on the consent calendar will remain. The Board meeting agenda must remind Board members that, upon request, an item may be removed from the consent calendar and moved to a discussion area.
- Consent calendar items are approved in full with one motion.
- A quorum must be present in order for action on the consent calendar to be binding.
- Approval of the consent calendar is to be documented in the Board meeting minutes.
- The following items may be included for approval on the consent calendar:
  - Minutes of previous Board meetings;
  - Capital Budget purchase requests, budgeted and unbudgeted;
  - Amendments to policies and procedures;
  - Amendments to Medical Staff Rules and Regulations;
  - Amendments to Medical Staff Department Manuals
  - Resolutions;
  - Appointments and re-appointments to DEVCO (Development Corporation) and CBOC (Citizens Bond Oversight Committee)

- Any decisions that don't require discussion or that have been previously discussed by the Board

In accordance with the Ralph M. Brown Act (California Government Code §54950 through §54959), at least 72 hours in advance of all regular meetings, the agenda shall be posted electronically on the District's internet website and physically in the Washington Hospital's front lobby.

The agenda for a special meeting shall be posted at least 24 hours before the meeting in the aforementioned locations.

Approved:

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

# Washington Township Health Care District Board of Directors Policy

<b>Title: TRAVEL AND REIMBURSEMENT POLICY</b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-006</b>
<b>Original Adoption Date: 05/06/60</b>	
<b>Last Reviewed/Revised Date: 04/18/22</b>	
<b>Current Last Revision-Approval Date: 05/11/22</b>	

## **PURPOSE:**

The purpose of this policy is to set out guidelines and procedures concerning reimbursement of reasonable travel and related expenses incurred by Directors while on District business.

## **POLICY:**

### Background

~~This policy sets forth the rules regarding reimbursement of Members of the Board for expenses incurred in the performance of official duties.~~

### Policy

Directors will be reimbursed for appropriate and reasonable travel and hospitality expenses incurred in connection with District business. Each Board Member shall be allowed his/~~or~~her actual necessary traveling and incidental expenses incurred in the performance of official business of the District ~~as approved by the Board~~. This includes travel in connection with attending meetings related to the business of the District, which includes, but is not limited to, attending meetings of organizations and associations of which the District is a member.

Each Board Member is ~~also~~ authorized and encouraged to attend conferences sponsored by such organizations as the Institute for Healthcare Improvement (IHI) and Estes Park Institute. These organizations (and organizations like them) are key resources for Board Member education as required by the Joint Commission and good governance practices.

Board members are expected to exercise due diligence when making travel arrangements and incurring expenses for travel and meals in connection with their activities relating to the District. Expenses should enable the Director to complete District business with reasonable cost to the District, consistent with the least amount of interruption to the Director's regular business and personal schedules.

Costs related to others traveling with the Director (e.g. spouse, child) are not eligible for reimbursement by the District.

The foregoing described travel is hereby referred to as “Authorized Travel.” All reasonable travel, meals, lodging and other actual and necessary expenses incurred in connection with Authorized Travel as further specified below is hereby approved.

### Mode of Transportation

The mode of transportation chosen (air, train, or car) should be that which enables the Director to attend to District business with the least cost to the District and the least disruption to the Director’s regular business and personal schedule, including consideration of time away from workplace.

1. **Air Travel.** Air travel will be reimbursed/paid at coach or economy class. If reasonably possible, reservations should be made early to obtain the lowest rate available. **The ticket/eTicket for each segment of travel shall be attached to the expense claim form.**
2. **Rental Cars.** The standard car rental for members is a “mid-sized” car. A larger vehicle is approved if more than two members share a single vehicle. Generally, rental car agencies provide insurance coverage at a premium. The District recommends electing such coverage. However, credit card companies (i.e., “gold cards”) may offer the same coverage at no extra cost under the credit card’s policy. Before accepting or declining the rental car agency’s coverage, determine whether the credit card company provides the same coverage at no extra cost. **The receipt for car rental shall be attached to the expense claim form.**
3. **Private Auto/Mileage allowance.** For trips up to 300 miles, private vehicle usage will be reimbursed at a rate equal to the then current rate set by the Internal Revenue Service for mileage. For trips which require travel beyond 300 miles, the Board Member will be reimbursed at the “economy” airfare to/from the location. Mileage will be calculated based on a round-trip to and from the main Hospital campus. Private autos must be insured at the minimum California requirement or greater. Parking and bridge tolls will be reimbursed. **The District assumes no financial responsibility for damage or other claims as a result of using a personal vehicle for District business. Receipts for parking charges and applicable bridge or highway tolls shall be attached to the expense claim form.**
4. **Taxi and other transportation services.** Taxis, shuttles, airport transfers and other such services will be reimbursed including reasonable and customary tips for services. **Receipts shall be attached to the expense claim form.**

### Meals

Meals will be reimbursed at a per diem rate of \$60.00 (including taxes and tips), provided however, that the per diem rate may be adjusted as needed to account for participation at group meals at conferences and other events. **~~A meal may be claimed when out of the District before 7:00AM and/or after 5:00PM.~~ Original, itemized receipts (including taxes and gratuities) shall be attached to the expense claim form.**

Expense claims for the consumption of alcohol while on District business will not be reimbursed.

#### Telephone Charges

~~Necessary business-related telephone calls incurred during authorized travel will be reimbursed.~~

#### Other Business Related Expenses

Business related expense such as faxes, internet service, Federal Express charges and mail service will be reimbursed.

#### Accommodations

While traveling on District business, Board Members are encouraged to stay at reasonably priced hotels. In addition, when attending conferences such as IHI and Estes Park, Board Members are encouraged to stay at the same hotel as the conference location to allow for full participation. Premium accommodations should be avoided unless no other suitable arrangements can be made or if the conference/meeting being attended is held in such a setting; provided, however, that the lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor. Hotel arrangements will be reimbursed only when staying overnight and the hotel is outside of a 75 mile radius of the District unless otherwise approved by the Board President or ~~his or her designee~~ Chief Executive Officer.

#### Personal and Other Expenses

Items of a personal nature are not reimbursable, including but not limited to movies, premium television services, dry cleaning, spa treatments, and fines or traffic violations. Any questions regarding what constitutes either a personal item which is not reimbursable or an item which is outside of the scope of this policy should be resolved prior to expenditure by seeking approval of the Board President or ~~his or her designee~~.Chief Executive Officer.

#### Claims for Travel Reimbursement

Expense report forms for reimbursable expenses ~~must generally~~should be submitted within 30 days after completion of travel on appropriate forms with receipts documenting compliance with this policy.

#### Report on Meetings Attended

Board Members will provide a brief report on any meeting attended at the expense of the District at the next regular meeting of the Board.

Approved:

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

Reference:

Cal Government Code Section 53232  
Cal Government Code Section 53232.1  
Cal Government Code Section 53232.2  
Cal Government Code Section 53232.3

# Washington Township Health Care District Board of Directors Policy

<b>Title: BOARD OF DIRECTORS MEETING ATTENDANCE AND COMPENSATION</b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-007</b>
<b>Original Adoption Date: 05/09/90</b>	
<b>Last Reviewed/Revised Date: 04/18/22</b>	
<b><del>Current Last Revision Approval</del> Date: 05/11/22</b>	

## **POLICY:**

Board members are expected to make best efforts to attend regularly scheduled Board meetings in person. It is recognized that Directors may be unable to attend some meetings due to conflicts with other commitments or other unforeseen circumstances.

If a Director fails to attend 75% of the regularly scheduled meetings of the Board in a 12-month period, or is absent from three consecutive meetings, the Board President shall discuss the reasons for the absences with the member and the individual may be asked to resign. The Board President has the sole discretion to determine if a Board member's absences are excusable and may grant a Board member a limited period of time to rearrange his/her schedule to minimize conflicts with regularly scheduled Board meetings.

The Board of Directors authorizes payment not to exceed the amount allowed under state law, for attendance at meetings as compensation to each member of the Board of Directors. The number of meetings for which compensation is allowed may not exceed five meetings per month.

Approved:

\_\_\_\_\_  
Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary

Reference:

California Health & Safety Code Section 32103

# Washington Township Health Care District Board of Directors Policy

<b>Title: ELECTRONIC SIGNATURE USE POLICY</b>	
<b>Category: Governance and General Administration</b>	<b>Policy No: A-008</b>
<b>Original Adoption Date: 05/11/22</b>	

## **PURPOSE:**

The use of electronic signatures will add to the efficiency of District staff. The use of electronic signatures is allowed for use as governed by federal and state law (15 U.S.C. §§7001, et seq. [U.S. Federal Electronic Signatures in Global and National Commerce Act]; California Government Code §16.5; California Civil Code §§1633.1 et seq.)

This Policy establishes when electronic signature technology may replace a hand-written signature, with the goal of encouraging the use of paperless electronic documents whenever appropriate and allowed by law. This Policy applies to all signatures used in processing various District documents.

## **POLICY:**

This policy applies to documents requiring a signature of any Board member where the signature is intended to show authorship, approval, authorization, or certification, as allowed by law. The use of electronic signatures is permitted and shall have the same force and effect as the use of a “wet” or manual signature so long as the electronic signature is capable of verification.

Washington Hospital has an agreement with DocuSign© to provide electronic signature capabilities and services. DocuSign© is on the Approved List of Digital Signature Certification Authorities certified by the California Secretary of State for use by public entities.

Examples of Board Approved Documents eligible for electronic signature: Medical Staff Credentialing Documents requiring the signature of the Board Secretary; Board Meeting Minutes; Resolutions and Ordinances; Stipend Vouchers, Memos, Forms, Board Letters, and Other Correspondence.

Approved:

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Jeannie Yee  
President

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William Nicholson, M.D.  
Secretary





Washington Hospital  
Healthcare System

**WASHINGTON HOSPITAL**  
**MONTHLY OPERATING REPORT**

**March 2022**



**WASHINGTON HOSPITAL  
INDEX TO BOARD FINANCIAL STATEMENTS  
March 2022**

<b><u>Schedule Reference</u></b>	<b><u>Schedule Name</u></b>
<b>Board - 1</b>	Statement of Revenues and Expenses
<b>Board - 2</b>	Balance Sheet
<b>Board - 3</b>	Operating Indicators



# Memorandum

**DATE:** May 5, 2022

**TO:** Board of Directors

**FROM:** Kimberly Hartz, Chief Executive Officer

**SUBJECT:** Washington Hospital – March 2022  
Operating & Financial Activity

## SUMMARY OF OPERATIONS – (Blue Schedules)

### 1. Utilization – Schedule Board 3

	<u>March Actual</u>	<u>March Budget</u>	<u>Current 12 Month Avg.</u>
<u>ACUTE INPATIENT:</u>			
IP Average Daily Census	164.5	169.0	151.1
Combined Average Daily Census	174.7	176.5	161.5
# of Admissions	801	960	801
Patient Days	5,100	5,239	4,593
Discharge ALOS	6.01	5.46	5.57
<u>OUTPATIENT:</u>			
OP Visits	8,606	7,675	7,667
ER Visits	4,202	4,142	4,277
Observation Equivalent Days – OP	317	231	316

Comparison of March acute inpatient statistics to those of the budget showed a lower level of admissions and a lower level of patient days. The average length of stay (ALOS) based on discharged days was above budget. Outpatient visits were higher than budget. Emergency Room visits were above budget for the month. Observation equivalent days were higher than budget.

### 2. Staffing – Schedule Board 3

Total paid FTEs were 64.9 above budget. Total productive FTEs for March were 1,419.5, 5.4 above the budgeted level of 1,414.1. Nonproductive FTEs were 59.5 above budget. Productive FTEs per adjusted occupied bed were 5.01, 0.89 below the budgeted level of 5.90. Total FTEs per adjusted occupied bed were 5.66, 0.75 below the budgeted level of 6.41.

**3. Income - Schedule Board 1**

For the month of March the Hospital realized income of \$4,286,000 from operations.

Total Gross Patient Service Revenue of \$209,053,000 for March was 5.0% above budget.

Deductions from Revenue of \$161,333,000 represented 77.17% of Total Gross Patient Service Revenue. This percentage is below the budgeted amount of 77.78%, primarily due to payor mix.

Total Operating Revenue of \$48,097,000 was \$3,482,000 (7.8%) above the budget.

Total Operating Expense of \$43,811,000 was \$1,137,000 (2.7%) above the budgeted amount.

The Total Non-Operating Loss of \$2,611,000 for the month includes an unrealized loss on investments of \$2,606,000 and property tax revenue of \$1,441,000.

The Total Net Income for March was \$1,675,000, which was \$352,000 less than the budgeted income of \$2,027,000.

The Total Net Income for March using FASB accounting principles, in which the unrealized loss or income on investments, net interest expense on GO bonds and property tax revenues are removed from the non-operating income and expense, was \$3,996,000 compared to budgeted income of \$1,743,000.

**4. Balance Sheet – Schedule Board 2**

There were no noteworthy changes in assets and liabilities when compared to February 2022.

KIMBERLY HARTZ  
Chief Executive Officer

KH/CH



**WASHINGTON HOSPITAL**  
**STATEMENT OF REVENUES AND EXPENSES**  
**March 2022**  
**GASB FORMAT**  
**(In thousands)**

<u>March</u>				<u>YEAR TO DATE</u>				
<u>ACTUAL</u>	<u>BUDGET</u>	<u>FAV (UNFAV) VAR</u>	<u>% VAR.</u>		<u>ACTUAL</u>	<u>BUDGET</u>	<u>FAV (UNFAV) VAR</u>	<u>% VAR.</u>
\$ 121,468	\$ 140,384	\$ (18,916)	-13.5%	1	\$ 1,051,743	\$ 1,049,381	\$ 2,362	0.2%
87,585	58,690	28,895	49.2%	2	711,936	534,683	177,253	33.2%
<b>209,053</b>	<b>199,074</b>	<b>9,979</b>	5.0%	3	<b>1,763,679</b>	<b>1,584,064</b>	<b>179,615</b>	11.3%
(158,739)	(151,091)	(7,648)	-5.1%	4	(1,343,360)	(1,196,627)	(146,733)	-12.3%
(2,594)	(3,747)	1,153	30.8%	5	(28,869)	(29,811)	942	3.2%
<b>(161,333)</b>	<b>(154,838)</b>	<b>(6,495)</b>	-4.2%	6	<b>(1,372,229)</b>	<b>(1,226,438)</b>	<b>(145,791)</b>	-11.9%
77.17%	77.78%			7	77.80%	77.42%		
<b>47,720</b>	<b>44,236</b>	<b>3,484</b>	7.9%	8	<b>391,450</b>	<b>357,626</b>	<b>33,824</b>	9.5%
377	379	(2)	-0.5%	9	5,076	3,405	1,671	49.1%
<b>48,097</b>	<b>44,615</b>	<b>3,482</b>	7.8%	10	<b>396,526</b>	<b>361,031</b>	<b>35,495</b>	9.8%
20,971	20,188	(783)	-3.9%	11	181,197	166,158	(15,039)	-9.1%
5,272	6,142	870	14.2%	12	49,505	53,038	3,533	6.7%
6,426	5,873	(553)	-9.4%	13	52,982	46,594	(6,388)	-13.7%
5,797	4,743	(1,054)	-22.2%	14	45,770	42,555	(3,215)	-7.6%
1,706	1,823	117	6.4%	15	16,053	17,017	964	5.7%
3,639	3,905	266	6.8%	16	35,030	35,463	433	1.2%
<b>43,811</b>	<b>42,674</b>	<b>(1,137)</b>	-2.7%	17	<b>380,537</b>	<b>360,825</b>	<b>(19,712)</b>	-5.5%
<b>4,286</b>	<b>1,941</b>	<b>2,345</b>	120.8%	18	<b>15,989</b>	<b>206</b>	<b>15,783</b>	7661.7%
<b>8.91%</b>	<b>4.35%</b>			19	<b>4.03%</b>	<b>0.06%</b>		
233	263	(30)	-11.4%	20	1,880	2,393	(513)	-21.4%
(30)	-	(30)	0.0%	21	(244)	-	(244)	0.0%
(1,732)	(1,732)	-	0.0%	22	(15,577)	(15,561)	(16)	-0.1%
83	114	(31)	-27.2%	23	224	1,022	(798)	-78.1%
-	-	-	0.0%	24	753	1,031	(278)	-27.0%
-	-	-	0.0%	25	153	-	153	0.0%
1,441	1,441	-	0.0%	26	12,975	12,975	-	0.0%
(2,606)	-	(2,606)	0.0%	27	(6,676)	-	(6,676)	0.0%
<b>(2,611)</b>	<b>86</b>	<b>(2,697)</b>	-3136.0%	28	<b>(6,512)</b>	<b>1,860</b>	<b>(8,372)</b>	-450.1%
<b>\$ 1,675</b>	<b>\$ 2,027</b>	<b>\$ (352)</b>	-17.4%	29	<b>\$ 9,477</b>	<b>\$ 2,066</b>	<b>\$ 7,411</b>	358.7%
<b>3.48%</b>	<b>4.54%</b>			30	<b>2.39%</b>	<b>0.57%</b>		
<b>\$ 3,996</b>	<b>\$ 1,743</b>	<b>\$ 2,253</b>	129.3%	31	<b>\$ 13,591</b>	<b>\$ (502)</b>	<b>\$ 14,093</b>	2807.4%
<b>8.31%</b>	<b>3.91%</b>				<b>3.43%</b>	<b>-0.14%</b>		

\*\*NET INCOME (FASB FORMAT) EXCLUDES PROPERTY TAX INCOME, NET INTEREST EXPENSE ON GO BONDS AND UNREALIZED GAIN(LOSS) ON INVESTMENTS



**WASHINGTON HOSPITAL  
BALANCE SHEET**  
March 2022  
(In thousands)

SCHEDULE BOARD 2

ASSETS AND DEFERRED OUTFLOWS			March 2022	Audited June 2021	LIABILITIES, NET POSITION AND DEFERRED INFLOWS			March 2022	Audited June 2021
<b>CURRENT ASSETS</b>					<b>CURRENT LIABILITIES</b>				
1	CASH & CASH EQUIVALENTS		\$ 18,944	\$ 31,619	1	CURRENT MATURITIES OF L/T OBLIG	\$ 10,065	\$ 10,930	
2	ACCOUNTS REC NET OF ALLOWANCES		88,746	73,792	2	ACCOUNTS PAYABLE	20,353	18,246	
3	OTHER CURRENT ASSETS		18,317	12,052	3	OTHER ACCRUED LIABILITIES	89,933	112,710	
4	TOTAL CURRENT ASSETS		<u>126,007</u>	<u>117,463</u>	4	INTEREST	4,569	10,597	
					5	TOTAL CURRENT LIABILITIES	<u>124,920</u>	<u>152,483</u>	
<b>ASSETS LIMITED AS TO USE</b>					<b>LONG-TERM DEBT OBLIGATIONS</b>				
6	BOARD DESIGNATED FOR CAPITAL AND OTHER		201,319	215,928	6	REVENUE BONDS AND OTHER	202,967	211,490	
7	REVENUE BOND FUNDS		6,605	6,643	7	GENERAL OBLIGATION BONDS	325,285	328,564	
8	BOND DEBT SERVICE FUNDS		14,914	32,763					
9	OTHER ASSETS LIMITED AS TO USE		9,625	10,098	<b>OTHER LIABILITIES</b>				
10	TOTAL ASSETS LIMITED AS TO USE		<u>232,463</u>	<u>265,432</u>	11	SUPPLEMENTAL MEDICAL RETIREMENT	37,957	40,419	
12	OTHER ASSETS		266,785	246,106	12	WORKERS' COMP AND OTHER	8,561	8,033	
13	PREPAID PENSION		5,414	5,161					
14	OTHER INVESTMENTS		15,146	12,163	15	NET POSITION	533,651	524,174	
15	NET PROPERTY, PLANT & EQUIPMENT		607,740	640,049	16	TOTAL LIABILITIES AND NET POSITION	<u>\$ 1,233,341</u>	<u>\$ 1,265,163</u>	
16	TOTAL ASSETS		<u>\$ 1,253,555</u>	<u>\$ 1,286,374</u>	17	DEFERRED INFLOWS	47,227	65,274	
17	DEFERRED OUTFLOWS		27,013	44,063	18	TOTAL LIABILITIES, NET POSITION AND DEFERRED INFLOWS	<u>\$ 1,280,568</u>	<u>\$ 1,330,437</u>	
18	TOTAL ASSETS AND DEFERRED OUTFLOWS		<u>\$ 1,280,568</u>	<u>\$ 1,330,437</u>					



**WASHINGTON HOSPITAL  
OPERATING INDICATORS  
March 2022**

12 MONTH AVERAGE	March					YEAR TO DATE				
	ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.		ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.	
151.1	164.5	169.0	(4.5)	-3%	<b>1</b>	<b><u>PATIENTS IN HOSPITAL</u></b>				
10.4	10.2	7.5	2.7	36%	<b>2</b>	ADULT & PEDIATRIC AVERAGE DAILY CENSUS	155.8	142.1	13.7	10%
161.5	174.7	176.5	(1.8)	-1%	<b>3</b>	OUTPATIENT OBSERVATION AVERAGE DAILY CENSUS	10.6	6.5	4.1	63%
8.0	7.5	8.1	(0.6)	-7%	<b>4</b>	COMBINED AVERAGE DAILY CENSUS	166.4	148.6	17.8	12%
169.5	182.2	184.6	(2.4)	-1%	<b>5</b>	NURSERY AVERAGE DAILY CENSUS	7.9	7.6	0.3	4%
						TOTAL	174.3	156.2	18.1	12%
2.7	3.5	3.3	0.2	6%	<b>6</b>	SPECIAL CARE NURSERY AVERAGE DAILY CENSUS *	2.9	2.6	0.3	12%
4,593	5,100	5,239	(139)	-3%	<b>7</b>	ADULT & PEDIATRIC PATIENT DAYS	42,678	38,931	3,747	10%
316	317	231	86	37%	<b>8</b>	OBSERVATION EQUIVALENT DAYS - OP	2,894	1,792	1,102	61%
801	801	960	(159)	-17%	<b>9</b>	ADMISSIONS-ADULTS & PEDIATRIC	7,310	7,383	(73)	-1%
5.57	6.01	5.46	0.55	10%	<b>10</b>	AVERAGE LENGTH OF STAY-ADULTS & PEDIATRIC	5.58	5.27	0.31	6%
						<b><u>OTHER KEY UTILIZATION STATISTICS</u></b>				
1.605	1.621	1.662	(0.041)	-2%	<b>11</b>	OVERALL CASE MIX INDEX (CMI)	1.590	1.626	(0.036)	-2%
						<b>SURGICAL CASES</b>				
172	205	124	81	65%	<b>12</b>	JOINT REPLACEMENT CASES	1,580	1,226	354	29%
24	31	27	4	15%	<b>13</b>	NEUROSURGICAL CASES	228	213	15	7%
14	14	13	1	8%	<b>14</b>	CARDIAC SURGICAL CASES	119	97	22	23%
182	192	189	3	2%	<b>15</b>	OTHER SURGICAL CASES	1,649	1,569	80	5%
392	442	353	89	25%	<b>16</b>	TOTAL CASES	3,576	3,105	471	15%
206	233	213	20	9%	<b>17</b>	TOTAL CATH LAB CASES	1,843	1,804	39	2%
122	110	131	(21)	-16%	<b>18</b>	DELIVERIES	1,086	1,090	(4)	0%
7,666	8,602	7,675	927	12%	<b>19</b>	OUTPATIENT VISITS	69,149	67,069	2,080	3%
4,277	4,202	4,142	60	1%	<b>20</b>	EMERGENCY VISITS	39,940	34,208	5,732	17%
						<b><u>LABOR INDICATORS</u></b>				
1,332.1	1,419.5	1,414.1	(5.4)	0%	<b>21</b>	PRODUCTIVE FTE'S	1,351.0	1,276.1	(74.9)	-6%
189.3	181.8	122.3	(59.5)	-49%	<b>22</b>	NON PRODUCTIVE FTE'S	192.3	178.5	(13.8)	-8%
1,521.4	1,601.3	1,536.4	(64.9)	-4%	<b>23</b>	TOTAL FTE'S	1,543.3	1,454.6	(88.7)	-6%
5.27	5.01	5.90	0.89	15%	<b>24</b>	PRODUCTIVE FTE/ADJ. OCCUPIED BED	5.17	5.95	0.78	13%
6.02	5.66	6.41	0.75	12%	<b>25</b>	TOTAL FTE/ADJ. OCCUPIED BED	5.91	6.78	0.87	13%

\* included in Adult and Peds Average Daily Census