



Washington Township Health Care District

2000 Mowry Avenue, Fremont, California 94538-1716 • (510) 797-1111

Nancy Farber, Chief Executive Officer

Board of Directors

Patricia Danielson, RHIT

Jacob Eapen, M.D.

William F. Nicholson, M.D.

Bernard Stewart, D.D.S.

Michael J. Wallace

BOARD OF DIRECTORS' MEETING

Wednesday, May 10, 2017 – 6:00 P.M.
Conrad E. Anderson, MD Auditorium

AGENDA

- | | PRESENTED BY: |
|---|---|
| I. CALL TO ORDER & PLEDGE OF ALLEGIANCE | William Nicholson, MD
Board Member |
| II. ROLL CALL | Dee Antonio
District Clerk |
| III. EDUCATION SESSION: | |
| Community Needs Assessment | Tina Nunez
Associate Administrator |
| New Grad Training Program | Samantha Avila
Director, Med/Surg Education & Staff
Development |
| IV. CONSIDERATION OF MINUTES | |
| April 12, 17, 24, 25, and 26, 2017 | <i>Motion Required</i> |
| V. COMMUNICATIONS | |
| A. Oral | |
| B. Written | |
| From Kranthi Achanta, MD Chief of Staff,
dated April 24, 2017 requesting
approval of Medical Staff Credentialing
Action Items. | <i>Motion Required</i> |
| VI. INFORMATION | PRESENTED BY: |
| A. Service League Report | Debbie Jackson
Service League |
| B. Medical Staff Report | Kranthi Achanta, MD
Chief of Staff |

- | | | |
|----|--|--|
| C. | Hospital Calendar | Nancy Farber
Chief Executive Officer |
| D. | Lean/Kaizen Report:
Imaging | Bettina Kurkjian, MD
Director, Kaizen Promotion Office

Michael Engle
Sr. Director, Ambulatory Care Services
& Urgent Care Services |
| E. | Construction Report | Ed Fayen
Senior Associate Administrator |
| | Citizen's Bond Oversight Committee
Annual Report 2016 | Jack Balch
CBOC Chair |
| F. | Quality Report:
Washington Hospital Critical Care: The
ABCDEF Approach | Mary Bowron, DNP, RN, CIC
Senior Director of Quality & Resource
Management |
| G. | Finance Report | Chris Henry
Senior Associate Administrator and
Chief Financial Officer |
| H. | Hospital Operations Report | Nancy Farber
Chief Executive Officer |

VII. ACTION

- A. Aesculap Containers
- B. Cryostat Equipment
- C. Stryker Ortho Power
- D. Hologic Mini C-Arm
- E. Blanketrol III Units
- F. Digital Television Satellite System
Upgrade

Motions Required

VIII. ADJOURN TO CLOSED SESSION

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.

- A. Report and discussion regarding California Government Code section 54957:
Personnel matters

B. Conference regarding medical audit reports, quality assurance reports and privileging pursuant to Health & Safety Code Section 32155.

C. Report involving a trade secret pursuant to Health & Safety Code section 32106

**IX. RECONVENE TO OPEN SESSION &
REPORT ON CLOSED SESSION**

William Nicholson, MD
Board Member

X. ADJOURNMENT

William Nicholson, MD
Board Member

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, April 12, 2017 in the Conrad E. Anderson, MD Auditorium, 2500 Mowry Avenue, Fremont, California. Director Nicholson 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: William Nicholson, MD; Bernard Stewart, DDS; Michael Wallace, Patricia Danielson, RHIT, Jacob Eapen, MD. Directors absent:

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Kranthi Achanta, Chief of Medical Staff; Debbie Jackson, Service League 1st President; Dee Antonio, District Clerk

Guests: Ed Fayen, Kimberly Hartz, Chris Henry, Bryant Welch, Stephanie Williams, Tina Nunez, Kristin Ferguson, Mary Bowron, Albert Brooks MD, Angus Cochran, Donald Pipkin, Bettina Kurkjian MD, Bogdan Eftimie MD

Nancy Farber, Chief Executive Officer, introduced Bogdan Eftimie, MD to present the education session: Our Genes, Our Fate. Dr. Eftimie is the co-medical director of our new UCSF-Washington Cancer Center.

*EDUCATION SESSION:
Our Genes, Our Fate*

Dr. Eftimie talked about the five “hot spots” in the world where the average lifespan is ten years longer than expected. He reviewed the “Power 9” principles from the people who have lived the longest: Downshift, Purpose, Plant Slant, Wine @ Five, Family First, 80% Rule, Move Naturally, Right Tribe, and Belong. The molecular nature of telomeres was discussed as well as the association between telomere length in blood and mortality in people aged 60 years or older. The relationship between telomere length and the risk of incident cancer and cancer mortality was explained.

Dr. Eftimie proceeded to talk about the effects of diet and lifestyle choices on health and disease, specifically the Ornish Lifestyle Medicine: What you eat, How you manage stress, How much you move, and How much love and support you have. Lifestyle changes lead to an increase in telomeres and Dr. Eftimie talked about the effect of comprehensive lifestyle changes on telomerase activity and telomere length in men with biopsy-proven low-risk prostate cancer and the study conducted. He also talked about a similar study on the power of exercise conducted on post-menopausal women. Dr. Eftimie discussed turning on “good genes” and turning off the bad ones and the cellular changes in response to lifestyle modifications.

Dr. Eftimie summarized by stating that certain lifestyle changes (more plant-based diet, more physical movement, decreased stress, belonging, the pursuit of happiness) lead to a slow-down in the shortening of telomeres, and increase in telomerase activity, reversal of epigenetic changes through the use of plant based phytochemicals, and changes in gene expression profile. This results in a healthier, longer and more meaningful life.

Director Wallace moved for approval of the minutes of March 8, 20, 22, and 27, 2017.

*APPROVAL OF
MINUTES OF March 8,
20, 22, and 27, 2017*

Director Stewart seconded the motion.

Roll call was taken:

William Nicholson, MD - aye

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

The motion unanimously carried.

There were no oral communications.

*COMMUNICATIONS:
ORAL*

The following written communication received from Kranthi Achanta, MD., Chief of Staff, dated March 27, 2017 requesting approval of Medical Staff Credentialing Action Items as follows:

*COMMUNICATIONS:
WRITTEN*

Appointments:

Anwar, Temoor MD; Chetty, Shilpa MD; Chyu, Jacquelyn MD; Fields, James MD; Luo, Cindy PA-C; Mansouri, Jelriza MD; Sheh, Bryant MD

Temporary Privileges:

Anwar, Temoor MD; Chyu, Jacquelyn MD; Lee, David MD; Luo, Cindy PA-C; Mansouri, Jelriza MD

Reappointments:

Ahmadi, Ebrahim MD; Barash, Muni MD; Meceda, Victor MD; Patel, Neeta MD; Pipkin, Robert MD; Reddy, Aruna MD; Shoo, Brenda MD; Singh, Charan MD; Tandon, Meena MD; Tylor, Dale MD; Zammuto, Joseph DO; Zasslow, Milford MD

Transfer in Staff

Ahmadi, Ebrahim MD; Lee, David MD; Zammuto, Joseph MD

Completion of Proctoring & Advancement in Staff Category

Rostami, Nahid MD

Completion of Proctoring Prior to Eligibility & Advancement in Staff Category

Woomer, Bethany MD

New Privilege Requests

Lee, David MD

Withdrawal of Application

Ninichuck, Joshua PA-C; Warr, Alyssa PA-C

Resignations

Aliabadi, Samira MD; Ashouri, Judith MD; Bonilla, Hector MD; Lusk, Leslie MD

Director Danielson moved for approval of the credentialing action items presented by Dr. Achanta.

Director Stewart seconded the motion.

Roll call was taken:

William Nicholson, MD – aye

Bernard Stewart, DDS – aye
Michael Wallace – aye
Patricia Danielson, RHIT – aye
Jacob Eapen, MD – aye

The motion unanimously carried.

Debbie Jackson, Service League, presented the Service League Report. The Service League is hosting the Masquerade Jewelry Sale May 1st, 2nd, and 3rd at Washington West. The Gift Shop is receiving new merchandise for Spring and Summer and items are being put out as they arrive. The Service League has been working on a new staffing assignment to support the hospital during high census. They are also working to staff the Infusion Center more regularly.

*SERVICE LEAGUE
REPORT*

The Foundation Quarterly meeting was held April 6th.

Dr. Kranthi Achanta reported there are 594 Medical Staff members which includes 349 active members.

*MEDICAL STAFF
REPORT*

The Hospital Calendar video highlighted the following events:

*HOSPITAL CALENDAR:
Community Outreach*

Past Health Promotions & Outreach Events

On Saturday, March 11th, from 10 am to 1 pm, Washington Hospital hosted Stroke Awareness Day. This free event screened community members for carotid artery blockage, atrial fibrillation as well as cholesterol, glucose and blood pressure screenings. The event was staffed by Dr. Ash Jain, cardiologist, who provided results interpretation along with Washington Hospital personnel. Volunteers from San Jose State School of Nursing and the Washington Hospital Service League also assisted to make this event a success. This event was co-sponsored by Fremont Bank Foundation. 88 community members were screened

On Monday, March 13th, as part of the Speaker's Bureau program, Maggie Guting, RD, presented "Nutrition and Cooking for Brain Health" to Fremont, Union City and Newark Senior Commissioners at the Newark Senior Center. 32 people attended.

On Tuesday, March 21st, Vijaya Dudyala, internal medicine, presented "Strategies to Help Lower Your Cholesterol and Blood Pressure." 45 people attended.

On Tuesday, April 11th, Washington Hospital hosted a seminar for community physicians focused on the new cancer collaboration between Washington and UCSF Health. This event was an opportunity to celebrate the opening of the UCSF-Washington Cancer Center, which is located on the Washington Hospital campus. The Center's Medical co-Directors are hematologists/oncologists Bogdan Eftimie and David Lee, who are providing medical oncology patients with access to the latest technology, treatment and research right in the community. At the seminar, UCSF Helen Diller Family Comprehensive Cancer Center's president, Alan Ashworth, talked about "The Future of Oncology, the Impact of Precision Medicine."

Upcoming Health Promotions & Community Outreach Events

On Thursday, April 13th, from 3 to 5 pm, Sharmi Mukherjee, physical therapist, will present “Balance and Falls Prevention.”

On Thursday, April 20th, from 7 to 8:30 pm, as part of the Women Empowering Women series, Dr. Victoria Leiphart, gynecologist, will present “Difficult Conversations: Tips How on to Talk to Your Healthcare Provider.”

On Wednesday, April 26th, from 1 to 3 pm, Dr. Stacey Barrie, gynecologist, will present “Solutions for Weight Management.”

On Saturday April 29th from 10 am to 2 pm, Washington Hospital will host the 11th Annual Women’s Health Conference. This event will feature topics such as nutrition, heart health and the benefits of meditation in addition to a special presentation by Leslie D. Michelson, author of The Patient’s Playbook, who will be sharing lifesaving strategies and decision-making tools that patients and family members can use to become savvy health care consumers.

On Tuesday, May 2nd, from 6 to 8 p.m., as part of the Stroke Education Series, Dr. Ash Jain, cardiologist, and Melissa Reyes, RN, will present, “ Stroke Prevention and Other Disease Processes / Healthy Lifestyle Be Smart and Avoid Stroke”

On Thursday, May 4th, from 3 to 5 pm, Dr. Vandana Sharma, oncologist, will present “Early Detection and Prevention of Female Cancers.”

Also on Thursday, May 4th, Washington Sports Medicine will provide athletic trainers and host a first aid booth at the Special Olympics basketball tournament at James Logan High School in Union City.

Next on Thursday, May 4th, from 7 to 8 pm, as part of the Diabetes Matters Series, Ploomie Granada, RN, will present, “Insulin: Why I May Need It? ”

On Thursday, May 11th from 7 to 8:30 pm, Washington Hospital will host “Celebration of Life”. This event will feature stories of survival and hope for cancer survivors and their families.

The event is co-sponsored by Washington Hospital, HERS Breast Cancer Foundation, Palo Alto Medical Foundation, and the American Cancer Society.

Washington Hospital Healthcare Foundation

The Washington Hospital Healthcare Foundation’s annual golf tournament takes place in just a couple of weeks, on Monday, April 24th, at Castlewood Country Club. Held in memory of long-time Fremont businessman, Gene Angelo Pessagno, the tournament promises a day of great golf and fun surprises. Proceeds from the event will support surgical services at Washington Hospital.

Washington Township Healthcare District Board of Directors Report

Washington Township Healthcare District Board Members attended the Alameda County Special Districts Association’s annual dinner on March 23rd, the Friends of Scouting Kick-Off Breakfast on March 24th and the Indo-American Community

*HOSPITAL CALENDAR:
Washington Hospital
Foundation Report*

*WASHINGTON
TOWNSHIP
HEALTHCARE
DISTRICT:
Board of Directors Report*

Federation's Unity Dinner also on March 24th.

Board members also attended the Fremont Chamber of Commerce's State of the city Address, delivered by the Honorable Lily Mei, Mayor of Fremont, on March 31st and the Music at the Mission's Celtic Odyssey Gala on April 7th.

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

During the month of March, the Washington On Wheels Mobile Health Clinic (W.O.W.) continued to serve community members at the Fremont Senior Center, Fremont Family Resource Center and the Ruggieri Senior Center in Union City.

W.O.W. also conducted hearing and vision screenings for 119 students of the Fremont Unified School District State Preschool Program.

The total number of community members receiving health care from the Washington On Wheels Clinic during the month of March was 155.

Internet and Social Media Marketing

There were 41,667 visits to the hospital website in the month of March. The hospital's Employment section was the most viewed webpage with 50,438 page views, followed by the Programs & Services section with 21,559 page views and the About WHHS section with 20,839 page views. The Volunteers section had 5,430 page views and the Women's Health & Pregnancy section had 3,152 page views.

The Hospital's social media presence is measured through total reach and engagement stats. The total reach for the month of March was 53,707.

InHealth - Channel 78

During the month of March, Washington Hospital's cable channel 78, InHealth, captured new programming including two Health and Wellness programs called "Digestive Health: What You Need to Know" and "Strategies to Help Lower Your Cholesterol."

In addition, InHealth aired the March District Board of Directors meeting; two Diabetes Matter programs titled "Managing Your Time with Diabetes" and "Hypoglycemia;" two Health and Wellness Programs titled "Mindful Healing" and "Obesity: Understand the Causes, Consequences & Prevention;" a Sports Medicine program named "Nutrition & Athletic Performance."

Awards and Recognitions

The City of Fremont awarded a certificate of appreciation to Washington Hospital in recognition for its commitment to the environment through the Hospital's Composting for Business food scrap recycling program. Most of the food scraps from the Hospital are produced during the preparation of food in the cafeteria. In 2016, Food and Nutritional Services Department composted nearly 86 tons of food scraps.

Washington Hospital celebrated National Doctor's Day on Friday, March 21st by

*HOSPITAL CALENDAR:
Washington On Wheels
Mobile Health Van*

*HOSPITAL
CALENDAR:
Internet and Social
Media Marketing*

*HOSPITAL
CALENDAR:
InHealth*

*HOSPITAL
CALENDAR:
Awards & Recognitions*

HOSPITAL

hosting a luncheon for members of the Washington Hospital medical staff in the Anderson Auditorium. The event was the organization's way to recognize physicians for their service and commitment to their patient's health and well-being. Approximately 130 physicians attended the event.

*CALENDAR:
Additional Events &
Announcements*

Our Critical Care Units have been participating in a national collaborative sponsored by the Society for Critical Care Medicine and the Moore Foundation since the Fall of 2015. The collaborative has focused on application of the ABCDEF Bundle as a method to help hospitals "get better outcomes for patients". There have been 67 adult critical care units and 8 pediatric critical care units working together, divided into East Coast, Midwest and West Coast groups. On April 11th Washington Hospital had the honor of hosting the West Coast participants in their final meeting. Representatives from 21 of the 23 hospitals in our region were able to attend, coming from California, Oregon, Washington and Hawaii. To briefly review the ABCDEF Bundle, it includes the following elements:

- A – Assess, Prevent and Manage Pain
- B – Both Spontaneous Awakening Trials and Spontaneous Breathing Trials
- C – Choice of Analgesia and Sedation
- D – Delirium: Assess, Prevent and Manage
- E – Early Mobility and Exercise
- F – Family Engagement and Empowerment

These elements applied together, particularly for patients requiring mechanical ventilation, assist in decreasing patient's length of ICU and hospital stay. More importantly however, application of the bundle improves patient's quality of life after discharge.

As part of the celebration, the ABCDEF Bundle compliance and performance data was reviewed and awards presented. The Washington Hospital critical care team received two awards. The first award was for their work around the Early Mobility and Exercise bundle element, and the second was for being the Top Community Hospital performer in the West Coast group. The Critical Care Team will be continuing use of the ABCDEF Bundle in the care of our patients.

Employee of the Month

Decision Support Analyst, Nari Chavis, is April's Employee of the Month. Nari has been working at Washington Hospital for the past eight years. Working in the health care industry was an unexpected, positive experience. "What started as a temp job, led to a 20-year career," laughs Nari.

*HOSPITAL
CALENDAR:
Employee of the Month –
Nari Chavis*

Nari's attention to detail and expert technical skills are appreciated assets to the Finance team. He was instrumental in the installation of Stratajazz, the Hospital's new decision support and budget system. "Nari frequently assists his co-workers without being asked and will gladly volunteer if he is needed to support the team or special projects," says Director of Financial Planning and Analysis, Erica Nelson. "The department would not be the same without him."

Nari's team members appreciate his dedication to his job and the organization, noting that he is always willing to tackle a new request and assist where needed. "Working in Finance continually provides new challenges. It's exciting and rewarding. The people here are very friendly, which makes coming to work enjoyable," says Nari. "Receiving this award means a lot to me. Being recognized for your work is always good, and it felt great to hear the room cheer for me." When not working his analytical magic, Nari can be found kayaking at Quarry Lakes, cycling along the Alameda Creek Trail, relaxing in his backyard pool, or spending time with family. He and his wife Cnotra enjoy dinners out and spending time with their children.

Nancy Farber introduced Bettina Kurkjian, MD, Director of the Kaizen Promotion Office and Donald Pipkin, Chief of Strategic Management who presented the Lean Update. Dr. Kurkjian reviewed the Value Streams and Education by service line since 2015 and highlighted various successes including: Decreased staff walking distance when pulling case carts by 78% (Supply Chain); Reduced set-up time for OR case carts by 21% (Supply Chain); Medication preparation efficiency increase by 57% (Inpatient 4W); RN shift-to-shift hand off time reduced from 30 minutes to 10 minutes (Inpatient 4W); Fast Track patient is accurately designated 100% of the time (ED); Patient discharge time from main ED faster by 1.35 hours (ED); Returned billing statements defects reduced by 61% (Revenue Cycle); Software defects related to HIM coding reduced by 78% (Revenue Cycle); Created serious adverse event algorithm (Patient Safety); Decreased time to obtain general surgery appointment by 54% from 15 days to 7 days (Women's Center); Decreased number of trips to central supply for out of stock items by 63% (Imaging). Mr. Pipkin talked about the development of a new tool designed to measure the Return on Kaizen (ROK). It was noted that eighteen workshops have been completed since July 2016 and 22 staff have been Lean certified.

*LEAN/KAIZAN
UPDATE
Lean Update March
2017*

Ed Fayen presented the construction update on the Morris Hyman Critical Care Pavilion sharing photographs of HVAC registers, fire sprinklers, audio speaker cans, smoke detectors and lighting being installed in the grid ceiling on the ground floor; installation of elevators 1-4; steel supports of the elevator guide rails; low voltage cable installation on the first floor; wall painting in progress in the ED area; drywall progress on the second floor; the landscape garden area and electrical panels on the second floor; the atrium skylight scaffolding on the third floor; the elevator control room in the penthouse; and the surveying for change order #67 loading dock expansion.

*CONSTRUCTION
REPORT
Construction Update*

Mary Bowron, Senior Director of Quality and Resource Management presented the Core Measure Compliance Dashboard for the quarter ending December 31, 2016 comparing WHHS statistics to State and National benchmarks. Venous Thromboembolism: We were above the State and National benchmarks for all measures. Stroke: Our performance was better than State and National benchmarks with perfect compliance (100%). Central Line Associated Bloodstream Infections: Our infection rate was higher than expected. C-Difficile: We were lower than expected for two of the past six quarters. Catheter Associated Urinary Tract

*QUALITY REPORT:
Quality Dashboard –
Quarter Ending
December 2016*

Infections: We had more CAUTI events than expected. MRSA Bloodstream Infections: We had no MRSA Bloodstream infections. Hospital Acquired VRE Infections: We had no VRE infections. Surgical Site Infections: We had no infections following colon surgery or abdominal hysterectomy surgery, which was below the expected number of infections.

Ms. Bowron reported that our pressure ulcer prevalence was below the CalNOC benchmark; our fall rate was lower than the CalNOC benchmark. We had one moderate fall with injury which resulted in a fall rate slightly above the CalNOC benchmark for the quarter.

The National Patient Safety Goals were reviewed. The Hand Off Communication was better than the Joint Commission Goal of 90% for the last quarter, as well as over the past two years. Patient Identification was at 100% in the last quarter. The Procedure Time Out was slightly below the goal of 100% compliance. Hand Hygiene was at 97.9% and it was noted that since implementation of this tool in 2014, we have consistently performed better than goal.

We had a higher percent of 30-day medicare pneumonia readmissions compared to the CMS national benchmark (21.4% versus 17.1%) as well as 30-day CHF readmissions (36.7% versus 21.9%). Our 30-day readmission rate for AMI discharges was also higher than the CMS benchmark (21.1% versus 16.8%).

Chris Henry, Chief Financial Officer, presented the Finance Report for February 2017. The average daily census was 200.6 with admissions of 1,006 resulting in 5,616 patient days. Outpatient observation equivalent days were 159. The average length of stay was 5.46 days. The case mix index was 1.540. Deliveries were 120. Surgical cases were 345. Joint Replacement cases were 143. Neurosurgical cases were 17. Cardiac Surgical cases were 18. The Outpatient visits were 6,322 and Emergency visits were 4,188. Total productive FTEs were 1,467.2. FTEs per adjusted occupied bed were 5.69.

FINANCE REPORT

Nancy Farber presented the Hospital Operations Report for March 2017. Preliminary information indicated gross revenue for the month of March at approximately \$199,061,000. The Average Length of Stay of 5.62 and there were 6,033 patient days. There were 413 Surgical Cases and 445 Cath Lab procedures at the Hospital. Deliveries for March were 146. Non-Emergency Outpatient visits were 7,749. FTEs per Adjusted Occupied Bed were 5.70. The Washington Outpatient Surgery Center had 520 cases and the clinics saw approximately 4,079 patients.

*HOSPITAL
OPERATIONS REPORT*

In accordance with District Law, Policies and Procedures, Director Wallace moved that the Board of Directors approve the establishment of the Debt Issuance Policy to provide guidelines and procedures for the issuance of debt obligations of the District and to authorize the Chief Executive Officer and the Chief Financial Officer to take such actions as may be necessary to ensure that the District complies with its internal control procedures, which are consistent with the requirements of State law, to ensure that the proceeds of any debt issuance are directed to the intended use.

*APPROVAL OF DEBT
ISSUANCE POLICY*

Director Stewart seconded the motion.

Roll call was taken:

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

The motion unanimously carried.

In accordance with District Law, Policies and Procedures, Director Wallace moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of hardware, software, and implementation services for a Continuous Interface to Cadwell EEG for a total amount not to exceed \$31,343.

*APPROVAL OF
CONTINUOUS
INTERFACE TO
CADWELL EEG*

Director Stewart seconded the motion.

Roll call was taken:

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

The motion unanimously carried.

In accordance with District Law, Policies and Procedures, Director Wallace moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of hardware, software, and implementation services for Intellispace Perinatal upgrade, SABA Cloud Learning Management System upgrade, MIDAS Plus and Statit Reporting upgrades, and 3M Chartscript update for a total amount not to exceed \$512,806.

*APPROVAL OF
IT APPLICATION
UPGRADES*

Director Stewart seconded the motion.

Roll call was taken:

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

The motion unanimously carried.

In accordance with District Law, Policies and Procedures, Director Wallace moved that the Board of Directors authorize the Chief Executive Officer to proceed with the purchase of eight Laundry Carts for a total amount not to exceed \$68,461.67.

*APPROVAL OF
LAUNDRY CARTS*

Director Stewart seconded the motion.

Roll call was taken:

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

The motion unanimously carried.

In accordance with Health & Safety Code Sections 1461, 1462 and 32106 and Government Section 54954.5(h) Director Nicholson adjourned the meeting to closed session at 8:10 pm, as the discussion pertained to Hospital trade secrets, Human Resources matters and Risk Management.

ADJOURN TO CLOSED SESSION

Director Nicholson reconvened the meeting to open session at 8:28 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 Wallace moved that the Board of Directors accept by minute motion the bid received from City Building, Inc. for the Prenatal Diagnostic Clinic Project for an amount not to exceed \$536,390. In addition, Director Wallace moved that the Board increase the construction budget for this project by \$170,000 and direct the Chief Executive Officer to execute the contractual documents necessary to complete this project.

APPROVAL OF BIDS FOR THE PRENATAL DIAGNOSTIC CLINIC PROJECT

Director Stewart seconded the motion.
Roll call was taken:

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

The motion unanimously carried.

There being no further business, Director Nicholson adjourned the meeting at 8:29 pm.

ADJOURNMENT

William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary

A meeting of the Board of Directors of the Washington Township Health Care District was held on Monday, April 17, 2017 in the Board Room, 2000 Mowry Avenue, Fremont, California. Director Nicholson called the meeting to order at 6:04 p.m. and led those present in the Pledge of Allegiance.

CALL TO ORDER

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

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Kimberly Hartz, Senior Associate Administrator; Ed Fayen, Senior Associate Administrator; Chris Henry, Associate Administrator; Stephanie Williams, Associate Administrator; Tina Nunez, Associate Administrator; Gisela Hernandez, Community Relations; Dee Antonio, District Clerk

There were no oral communications.

COMMUNICATIONS

There were no written communications.

In accordance with Health & Safety Code Sections 32106 and Government Section 54957, Director Nicholson adjourned the meeting to closed session at 6:05 p.m., as the discussion pertained to Hospital trade secrets, Human Resource matters, and Risk Management.

ADJOURN TO CLOSED SESSION

Director Nicholson reconvened the meeting to open session at 8:25 p.m. and reported no reportable action was taken in closed session.

RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION

There being no further business, Director Nicholson adjourned the meeting at 8:25 p.m.

ADJOURNMENT

William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary

A meeting of the Board of Directors of the Washington Township Health Care District was held on Monday, April 24, 2017 in the Board Room, Washington Hospital, 2000 Mowry Avenue, Fremont, California. Director Nicholson called the meeting to order at 7:30 a.m.

*CALL
TO
ORDER*

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

*ROLL
CALL*

Also present: Kranthi Achanta, MD; Timothy Tsoi, MD; Peter Lunny, MD; Nancy Farber, Chief Executive Officer; Kimberly Hartz, Senior Associate Administrator

There were no oral or written communications.

COMMUNICATIONS

Director Nicholson 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 Nicholson reconvened the meeting to open session at 8:52 a.m. and reported no reportable action was taken in closed session.

*RECONVENE TO OPEN
SESSION & REPORT ON
CLOSED SESSION*

There being no further business, the meeting was adjourned at 8:52 a.m.

ADJOURNMENT

William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary

A meeting of the Board of Directors of the Washington Township Health Care District was held on Tuesday, April 25, 2017 in the Board Room, 2000 Mowry Avenue, Fremont, California. Director Nicholson called the meeting to order at 6:02 p.m. and led those present in the Pledge of Allegiance.

CALL TO ORDER

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

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Kimberly Hartz, Senior Associate Administrator; Ed Fayen, Senior Associate Administrator; Stephanie Williams, Associate Administrator; Paul Kozachenko, Legal; Albert Brooks MD, Chief Medical Staff; Jon Moses; Dee Antonio, District Clerk

There were no oral communications.

COMMUNICATIONS

There were no written communications.

In accordance with Health & Safety Code Sections 32106 and Government Section 54957, Director Nicholson adjourned the meeting to closed session at 6:01 p.m., as the discussion pertained to Hospital trade secrets, Human Resource matters, and Risk Management.

ADJOURN TO CLOSED SESSION

Director Nicholson reconvened the meeting to open session at 8:36 p.m. and reported no reportable action was taken in closed session.

RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION

There being no further business, Director Nicholson adjourned the meeting at 8:36 p.m.

ADJOURNMENT

William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, April 26, 2017 in the Conrad E. Anderson, MD Auditorium, 2500 Mowry Avenue, Fremont, California. Director Nicholson called the meeting to order at 6:03 p.m. and led those present in the Pledge of Allegiance.

CALL TO ORDER

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

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Kimberly Hartz, Senior Associate Administrator; Ed Fayen, Senior Associate Administrator; Chris Henry, Senior Associate Administrator; Bryant Welch, Associate Administrator; Stephanie Williams, Associate Administrator; Tina Nunez, Associate Administrator; Kristin Fergusom, Chief Compliance; Paul Kozachenko, Legal; Albert Brooks MD; Kranthi Achanta MD; Jack Rose MD; Dee Antonio, District Clerk

There were no oral communications.

COMMUNICATIONS

There were no written communications.

In accordance with Health & Safety Code Sections 32106 and Government Section 54957, Director Nicholson adjourned the meeting to closed session at 6:03p.m., as the discussion pertained to Hospital trade secrets, Human Resource matters, and Risk Management.

ADJOURN TO CLOSED SESSION

Director Nicholson reconvened the meeting to open session at 8:05 p.m. and reported no reportable action was taken in closed session.

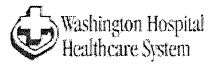
RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION

There being no further business, Director Nicholson adjourned the meeting at 8:05 p.m.

ADJOURNMENT

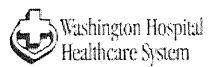
William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary



WASHINGTON HOSPITAL
MONTHLY OPERATING REPORT

March 2017



WASHINGTON HOSPITAL
INDEX TO BOARD FINANCIAL STATEMENTS
March 2017

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



Memorandum

DATE: May 5, 2017
TO: Board of Directors
FROM: Nancy Farber
SUBJECT: Washington Hospital – March 2017
Operating & Financial Activity

SUMMARY OF OPERATIONS – (Blue Schedules)

1. Utilization – Schedule Board 3

<u>ACUTE INPATIENT:</u>	<u>March Actual</u>	<u>Budget</u>	<u>Current 12 Month Avg.</u>
Average Daily Census	194.6	170.1	163.2
# of Admissions	1,163	1,120	1,013
Patient Days	6,033	5,274	4,959
Discharge ALOS	5.62	4.71	4.78
<u>OUTPATIENT:</u>	<u>March Actual</u>	<u>Budget</u>	<u>Current 12 Month Avg.</u>
OP Visits	7,749	7,908	6,906
ER Visits	4,658	4,832	4,398
Observation Equivalent Days – OP	220	238	235

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

2. Staffing – Schedule Board 3

Total paid FTEs were 9.7 above budget. Total productive FTEs for March were 1,332.2, 61.5 above the budgeted level of 1,270.7. Nonproductive FTEs were 51.8 below budget. Productive FTEs per adjusted occupied bed were 5.17, 0.42 below the budgeted level of 5.59. Total FTEs per adjusted occupied bed were 5.71, 0.71 below the budgeted level of 6.42.

3. Income - Schedule Board 1

For the month of March, the Hospital realized a gain of \$3,465,000 from operations.

Total Gross Patient Service Revenue of \$199,061,000 for March was 7.5% above budget.

Deductions from Revenue of \$155,464,000 represented 78.1% of Total Gross Patient Service Revenue. This percentage is above the budgeted amount of 76.35%, primarily due to payor mix.

Total Operating Revenue of \$44,197,000 was \$193,000 (0.4%) below the budget.

Total Operating Expense of \$40,732,000 was \$1,933,000 (4.5%) below the budgeted amount.

The Total Non-Operating Gain of \$1,763,000 for the month of March includes an unrealized loss on investments of \$120,000 and property tax revenue of \$1,344,000. This property tax revenue will be used to pay the debt service for the general obligation bonds.

The Total Net Gain for March was \$5,228,000, which was \$1,823,000 more than the budgeted gain of \$3,405,000.

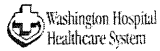
The Total Net Gain for March using FASB accounting principles, in which the unrealized loss on investments and property tax revenues are removed from the non-operating income and expense, was \$4,004,000 compared to a budgeted gain of \$2,010,000.

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

There were no noteworthy changes in assets and liabilities when compared to February 2017.

NANCY FARBER
Chief Executive Officer

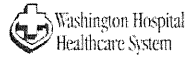
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WASHINGTON HOSPITAL
STATEMENT OF REVENUES AND EXPENSES
 March 2017
GASB FORMAT
 (In thousands)

<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>	
				1	<u>OPERATING REVENUE</u>				
\$ 150,429	\$ 138,540	\$ 11,889	8.6%	2	INPATIENT REVENUE	\$ 1,155,921	\$ 1,156,857	\$ (936)	-0.1%
48,632	46,667	1,965	4.2%	3	OUTPATIENT REVENUE	411,707	400,749	10,958	2.7%
199,061	185,207	13,854	7.5%	4	TOTAL PATIENT REVENUE	1,567,628	1,557,606	10,022	0.6%
(155,464)	(141,407)	(14,057)	-9.9%	5	CONTRACTUAL ALLOWANCES	(1,212,842)	(1,190,156)	(22,686)	-1.9%
78.10%	76.35%			6	CONTRACTUAL AS % OF REVENUE	77.37%	76.41%		
43,597	43,800	(203)	-0.5%	7	NET PATIENT REVENUE	354,786	367,450	(12,664)	-3.4%
600	590	10	1.7%	8	OTHER OPERATING INCOME	6,954	5,512	1,442	26.2%
44,197	44,390	(193)	-0.4%	9	TOTAL OPERATING REVENUE	361,740	372,962	(11,222)	-3.0%
				10	<u>OPERATING EXPENSES</u>				
16,809	16,558	(251)	-1.5%	11	SALARIES & WAGES	140,354	141,817	1,463	1.0%
5,883	7,126	1,243	17.4%	12	EMPLOYEE BENEFITS	52,249	53,679	1,430	2.7%
4,990	4,722	(268)	-5.7%	13	SUPPLIES	40,321	41,001	680	1.7%
5,088	5,384	296	5.5%	14	PURCHASED SERVICES & PROF FEES	44,917	47,384	2,467	5.2%
1,328	1,519	191	12.6%	15	INSURANCE, UTILITIES & OTHER	12,339	13,533	1,194	8.8%
3,111	3,698	587	15.9%	16	PROVISION FOR DOUBTFUL ACCOUNTS	27,996	31,090	3,094	10.0%
2,823	2,873	50	1.7%	17	DEPRECIATION	25,420	25,620	200	0.8%
700	785	85	10.8%	18	INTEREST EXPENSE	6,574	7,215	641	8.9%
40,732	42,665	1,933	4.5%	19	TOTAL OPERATING EXPENSE	350,170	361,339	11,169	3.1%
3,465	1,725	1,740	100.9%	20	OPERATING INCOME (LOSS)	11,570	11,623	(53)	-0.5%
7.84%	3.89%			21	OPERATING INCOME MARGIN %	3.20%	3.12%		
				22	<u>NON-OPERATING INCOME & (EXPENSE)</u>				
242	222	20	9.0%	23	INVESTMENT INCOME	2,160	1,994	166	8.3%
(15)	-	(15)	0.0%	24	REALIZED GAIN/(LOSS) ON INVESTMENTS	(106)	-	(106)	0.0%
312	63	249	395.2%	25	RENTAL INCOME, NET	1,389	562	827	147.2%
1,344	1,395	(51)	-3.7%	26	PROPERTY TAX REVENUE	12,116	12,414	(298)	-2.4%
(120)	-	(120)	0.0%	27	UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(2,802)	-	(2,802)	0.0%
1,763	1,680	83	4.9%	28	TOTAL NON-OPERATING INCOME & EXPENSE	12,757	14,970	(2,213)	-14.8%
\$ 5,228	\$ 3,405	\$ 1,823	53.5%	29	NET INCOME (LOSS)	\$ 24,327	\$ 26,593	\$ (2,266)	-8.5%
11.83%	7.67%			30	NET INCOME MARGIN %	6.72%	7.13%		
				31	NET INCOME (LOSS) USING FASB PRINCIPLES**	\$ 15,013	\$ 14,179	\$ 834	5.9%
9.06%	4.53%				NET INCOME MARGIN %	4.15%	3.80%		

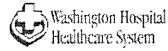
**NET INCOME (FASB FORMAT) EXCLUDES PROPERTY TAX INCOME AND UNREALIZED GAIN/(LOSS) ON INVESTMENTS



**WASHINGTON HOSPITAL
BALANCE SHEET**
March 2017
(In thousands)

SCHEDULE BOARD 2

ASSETS AND DEFERRED OUTFLOWS		MARCH 2017	AUDITED JUNE 2016	LIABILITIES, NET POSITION AND DEFERRED INFLOWS		MARCH 2017	AUDITED JUNE 2016
CURRENT ASSETS				CURRENT LIABILITIES			
1	CASH & CASH EQUIVALENTS	\$ 39,198	\$ 38,459	1	CURRENT MATURITIES OF L/T OBLIG	\$ 6,448	\$ 5,056
2	ACCOUNTS REC NET OF ALLOWANCES	65,347	62,580	2	ACCOUNTS PAYABLE	37,723	42,079
3	OTHER CURRENT ASSETS	8,311	8,018	3	OTHER ACCRUED LIABILITIES	53,353	57,095
4	TOTAL CURRENT ASSETS	<u>112,856</u>	<u>109,057</u>	4	INTEREST	5,218	11,321
				5	TOTAL CURRENT LIABILITIES	<u>102,742</u>	<u>115,551</u>
ASSETS LIMITED AS TO USE				LONG-TERM DEBT OBLIGATIONS			
6	BOARD DESIGNATED FOR CAPITAL AND OTHER	140,527	187,431	6	REVENUE BONDS AND OTHER	198,540	204,019
7	GENERAL OBLIGATION BOND FUNDS	99,066	184,470	7	GENERAL OBLIGATION BONDS	340,846	342,546
8	REVENUE BOND FUNDS	8,388	10,441				
9	BOND DEBT SERVICE FUNDS	10,853	25,041	OTHER LIABILITIES			
10	OTHER ASSETS LIMITED AS TO USE	15,213	15,591	10	NET PENSION LIABILITY	41,628	52,960
11	TOTAL ASSETS LIMITED AS TO USE	<u>274,047</u>	<u>422,974</u>	11	WORKERS' COMP	9,552	9,057
13	OTHER ASSETS	151,397	139,895	12	SUPPLEMENTAL MEDICAL RETIREMENT	41,225	38,791
14	NET PROPERTY, PLANT & EQUIPMENT	636,711	505,967	14	NET POSITION	449,743	425,416
15	TOTAL ASSETS	<u>\$ 1,175,011</u>	<u>\$ 1,177,893</u>	15	TOTAL LIABILITIES AND NET POSITION	<u>\$ 1,184,276</u>	<u>\$ 1,188,340</u>
16	DEFERRED OUTFLOWS	20,305	27,061	16	DEFERRED INFLOWS	11,040	16,614
17	TOTAL ASSETS AND DEFERRED OUTFLOWS	<u>\$ 1,195,316</u>	<u>\$ 1,204,954</u>	17	TOTAL LIABILITIES, NET POSITION AND DEFERRED INFLOWS	<u>\$ 1,195,316</u>	<u>\$ 1,204,954</u>



**WASHINGTON HOSPITAL
OPERATING INDICATORS**

March 2017

12 MONTH AVERAGE	MARCH						YEAR TO DATE			
	ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.			ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.
	<u>PATIENTS IN HOSPITAL</u>									
163.2	194.6	170.1	24.5	14%	1	ADULT & PEDS AVERAGE DAILY CENSUS	166.3	160.2	6.1	4%
7.7	7.1	7.7	(0.6)	-8%	2	OUTPT OBSERVATION AVERAGE DAILY CENSUS	7.7	7.1	0.6	8%
10.6	10.4	11.2	(0.8)	-7%	3	WELLBORN NURSERY AVERAGE DAILY CENSUS	10.3	10.8	(0.5)	-5%
181.5	212.1	189.0	23.1	12%	4	TOTAL	184.3	178.1	6.2	3%
4.2	3.5	4.0	(0.5)	-13%	5	SPECIAL CARE NURSERY AVERAGE DAILY CENSUS *	4.2	3.9	0.3	8%
4,959	6,033	5,274	759	14%	6	ADULT & PEDS PATIENT DAYS	45,568	43,887	1,681	4%
1,013	1,163	1,120	43	4%	7	ADMISSIONS-ADULTS & PEDS	9,117	9,152	(35)	0%
4.78	5.62	4.71	0.91	19%	8	AVERAGE LENGTH OF STAY-ADULTS & PEDS	4.90	4.80	0.10	2%
	<u>OTHER KEY UTILIZATION STATISTICS</u>									
1.526	1.569	1.566	0.003	0%	9	OVERALL CASE MIX INDEX (CMI)	1.522	1.558	(0.036)	-2%
	<u>SURGICAL CASES</u>									
137	151	158	(7)	-4%	10	JOINT REPLACEMENT CASES	1,236	1,266	(30)	-2%
26	26	27	(1)	-4%	11	NEURO SURGICAL CASES	232	224	8	4%
11	11	10	1	10%	12	CARDIAC SURGICAL CASES	104	91	13	14%
209	225	221	4	2%	13	GENERAL SURGICAL CASES	1,829	2,057	(228)	-11%
383	413	416	(3)	-1%	14	TOTAL SURGICAL CASES	3,401	3,638	(237)	-7%
359	445	414	31	7%	15	TOTAL CATH LAB PROCEDURES	3,293	3,534	(241)	-7%
150	146	148	(2)	-1%	16	DELIVERIES	1,304	1,362	(58)	-4%
6,906	7,749	7,908	(159)	-2%	17	OUTPATIENT VISITS	61,558	66,160	(4,602)	-7%
4,398	4,658	4,832	(174)	-4%	18	EMERGENCY VISITS	39,672	39,747	(75)	0%
	<u>LABOR INDICATORS</u>									
1,229.7	1,332.2	1,270.7	(61.5)	-5%	19	PRODUCTIVE FTE'S	1,227.8	1,239.1	11.3	1%
180.0	138.1	189.9	51.8	27%	20	NON PRODUCTIVE FTE'S	181.6	188.0	6.4	3%
1,409.7	1,470.3	1,460.6	(9.7)	-1%	21	TOTAL FTE'S	1,409.4	1,427.1	17.7	1%
5.62	5.17	5.59	0.42	8%	22	PRODUCTIVE FTE/ADJ. OCCUPIED BED	5.44	5.74	0.30	5%
6.45	5.71	6.42	0.71	11%	23	TOTAL FTE/ADJ. OCCUPIED BED	6.25	6.62	0.37	6%

* included in Adult and Peds Average Daily Census



Memorandum

DATE: May 3, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Aesculap Containers

The Sterile Processing Department (SPD) has requested the purchase of additional Rigid Containers from Aesculap. This purchase is to complete the current conversion of Ortho Instrument Trays from wrap to rigid containers. Our current process is to wrap the trays and then stack on top of each other. New regulations state that sterilized trays are not to be stacked on top of each other; rather they, need to be placed in sterilized containers. By placing the sterilized instruments in the containers, SPD will eliminate the need for the wrap. By eliminating the need for the wrap, the department will be saving money, as well as time in the sterilizing process.

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of Aesculap Containers for a total amount not to exceed **\$32,566.04**



Memorandum

DATE: March 28, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Purchase of Cryostat Equipment

We are recommending moving forward with the purchase of a new cryostat. The current cryostat is 13 years old and past its useful life. We are experiencing a number of service issues necessitating increased loaner and repair expenses.

The cryostat is used by pathologist to section frozen tissue for staining and evaluation for cancer cells and other serious pathology while the patient is in surgery. If the cryostat is inoperable, surgeries need to be rescheduled.

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of the cryostat for a total amount not to exceed **\$32,072**. This item was included in the Fiscal Year 2017 Fixed Asset Capital Budget. .



Memorandum

DATE: May 3, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Purchase of Stryker Ortho Power

We are recommending moving forward with the purchase of Stryker System 7 drills and related accessories. These drills and accessories are used in orthopedic and some open heart surgeries.

WHHS currently owns 11 Stryker 6 drills (7 each purchased in 2009, 2 each purchased in 2011 and 2 each purchased in 2012). According to Finance, there is still a net book value of \$15,175 on the drills purchased in 2012. Due to constant use and the need for updated technology, we will be trading in the old drills when we purchase the new.

The cost of the equipment is \$485,756, including tax and a \$30,000 Trade-in credit. This item was approved in the fiscal year 2017 capital budget for \$574,034.

The drill system will be covered by a 12 month warranty. After the warranty period, the equipment will be included in our current Procure service agreement which also covers the Stryker Neuro drill system.

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of Stryker System 7 Drills and related accessories for a total amount not to exceed **\$485,756**.



Memorandum

DATE: May 3, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Purchase of Hologic Mini C-arm

We are recommending the purchase of a Hologic Mini C-arm. The existing mini C-arm is 13 years old and its image detail has deteriorated over time. It also has a very small monitor, which makes it hard to see the images during surgery. The purchased of a new mini C-arm will give the Orthopedic Surgeons the much needed clarity as it comes with 24" high resolution monitor. This C-arm does not require a technologist to operate it and is extremely user friendly.

The request to purchase this unit came to us from the Orthopedic Committee and some of the surgeons use an older model of this C-arm at the Washington Out-Patient Surgery Center.

I am recommending the purchase of a mini C-arm to replace the current unit at \$66,642.50. This C-arm was approved as a FY2016/2017 Capital Budget with a total budget of \$77,636.00

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of a Hologic Mini C-Arm for a total amount not to exceed **\$66,642.50**



Memorandum

DATE: May 3, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Purchase of Blanketrol III Units

We are recommending the purchase of 4 Blanketrol III Units. These units are used for patient temperature management (heating and cooling) and will replace our current units which are between 18 and 22 years old. The current equipment is no longer supported by the manufacturer and is becoming unreliable. The Blanketrols will be house and distributed by Sterile Processing Department.

The cost of these units is \$34,542, including tax. This item was approved in the fiscal year 2017 capital budget for \$60,380 (pr 170056).

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of Blanketrol III Units for a total amount not to exceed **\$34,542**.



Memorandum

DATE: April 24, 2017

TO: Nancy Farber, Chief Executive Officer

FROM: Edward Fayen, Sr. Associate Administrator
System Operations & Management Support Services

SUBJECT: **Digital Television Satellite System Upgrade**

At its meeting on May 11, 2016, The Board of Directors approved the purchase of 130 digital ready televisions for a house-wide upgrade in all patient rooms. The replacement LED flat screen televisions are energy efficient and require less space. They are also compatible with future I.T. technology and applications.

In order to complete the transition from analog to digital cable television, we recommend discontinuing our Comcast Digital Cable subscription and upgrading the digital television satellite system with DirecTV/Off-Air headend and distribution equipment. The headend and distribution equipment is the necessary equipment to receive, process, and channelize all of the programming/media from various sources in one location. This equipment will allow the Hospital to act as its own cable television service and prepare the television signal for distribution to each television within the campus. This upgrade will improve the quality of the television picture and improve the reliability of the entire system.

The total cost to upgrade the Hospital's digital television capability is approximately \$164,085.21. This upgrade was included in the Fiscal Year 2017 Fixed Asset Capital Budget.

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to proceed with the purchase of DirecTV/Off-Air headend and distribution equipment to upgrade the Hospital's digital television satellite system for a total amount not to exceed \$164,085.21.

EF/mc