



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, November 8, 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:
Veterans' Recognition | Nancy Farber |
| IV. CONSIDERATION OF MINUTES
October 11, 23, and 25, 2017 | <i>Motion Required</i> |
| V. COMMUNICATIONS | |
| A. Oral | |
| B. Written | |
| From Timothy Tsoi, MD Chief of Staff,
dated October 23, 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 | Timothy Tsoi, MD
Chief of Staff |
| C. Hospital Calendar | Nancy Farber
Chief Executive Officer |
| D. Lean/Kaizen Report:
Presentation of Lean Certificates and Pins | Kimberly Hartz
Senior Associate Administrator
Donald Pipkin
Chief of Strategic Management |

- E. Construction Report
Ed Fayen
Senior Associate Administrator
- F. Quality Report:
Quality Dashboard Quarter Ending
September 2017
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. Consideration of Security Enhancements *Motions Required*
- B. Consideration of Defibrillator Replacement
Project (Phase 1)
- C. Consideration of Budget Amendment for
Circulation of the Morris Hyman Pavilion
Site
- D. Consideration of Specialty Bed for Critical
Care
- E. Consideration of Hana Table for Anterior
Hips

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, October 11, 2017 in the Conrad E. Anderson, MD Auditorium, 2500 Mowry Avenue, Fremont, California. Director Nicholson called the meeting to order at 6:02 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; Patricia Danielson, RHIT; Jacob Eapen, MD. Directors absent: Michael Wallace

ROLL CALL

Also present: Nancy Farber, Chief Executive Officer; Timothy Tsoi, 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, Larry Bowen, John Lee, Rob Lanci, Shirley Buschke, Patti Crome, Michael MacBryde, Raushanah Davis

Nancy Farber, Chief Executive Officer and Chris Henry, Chief Financial Officer introduced Michael MacBryde of Price Waterhouse Cooper who presented the results of the 2017 Financial Statement Audit. Mr. MacBryde noted that the results of the audit included the audit of the consolidated financial statements of the District as of and for the year ended June 30, 2017. The District recorded approximately \$2,188M in gross patient service revenue for the period ending June 30, 2017 with non-statistical sampling over the balances within WHHS, WOSC, and WTMF being performed. Mr. MacBryde reviewed the patient revenue, accounts receivable and related allowances as well as the significant areas of cash and investments, capital assets, accounts payable and accrued expenses, self insurance and benefit liabilities, and debt.

*EDUCATION SESSION:
Result of Annual Audit*

Mr. MacBryde reported to the Board that the audit showed:

- No fraud or illegal acts
- No changes to accounting policies and practices, critical accounting estimates and significant unusual transactions or alternative accounting treatments
- Based on the procedures performed, presentation of the financial statements and related disclosures are in conformity with the applicable financial reporting framework (US GAAP)
- No alternative accounting treatments
- No additional independence matters have occurred or were identified
- No changes to the planned audit strategy
- No material inconsistencies with other information in documents containing audited financial statements
- No material uncertainties related to events and conditions (specifically going concern)
- No material weaknesses in design or operation of controls
- There were no uncorrected misstatements identified during the fiscal year 2017 audit
- No disagreements with management or difficulties encountered during the audit

- No consultations with other accountants
- No departure from standard report
- No other matters arose

Director Stewart moved for approval of the minutes of September 13, 14, 25, and 27, 2017.

*APPROVAL OF
MINUTES OF September
13, 14, 25, and 27, 2017*

Director Danielson seconded the motion.

Roll call was taken:

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

The motion carried.

There were no oral communications.

*COMMUNICATIONS:
ORAL*

The following written communication received from Timothy Tsoi, MD., Chief of Staff, dated September 25, 2017 requesting approval of Medical Staff Credentialing Action Items as follows:

*COMMUNICATIONS:
WRITTEN*

Appointments

Chen, Leslie DO; Matmari, Paresh MD; McBeth, Brian MD; Meints, Robert MD; Philips, Andrew MD; Quitevis, Richard NP; Raghu, Subramanian MD

Temporary Privileges

Quitevis, Richard NP; Philips, Andrew MD; Raghu, Subramanian MD

Reappointments – Two Year

Agcaoili, Carmencita MD; Aulakh, Ritika DO; Bhattacharyya, Alok MD; Goetz, Abigail PA-C; Herold, Amy MD; Kahlon, Ravinder MD; Long, Richard MD; Rikhy, Seema MD; Wong, Sandra DO

Reappointments – One Year

Kelson, Kenneth MD; Puri, Veena MD; Safaya, Rakesh MD; Taghioff, Moses MD

Transfer in Staff Category

Amin, Nivek MD; Caldwell, Katherine MD; Coldburn, Gregory MD; Kharbanda, Ameeta MD; Kwok, Joseph MD; Miranda, Gabriel MD; Szajer, Michael CCP

Completion of Proctoring & Advancement in Staff Category

Amin, Nivek MD; Caldwell, Katherine MD; Coldburn, Gregory MD; Kharbanda, Ameeta MD; Kwok, Joseph MD; Szajer, Michael CCP

New Privilege Requests

Long, Richard MD

Delete Privilege Requests

Herold, Amy MD; Kwok, Joseph MD

Withdrawal of Application

Shah, Shradha MD; Shvarts, Marina PA-C

Reinstatement Request of Application

Tafti, Mona MD

Leave of Absence

Kawada, Carol MD

Resignations

Anacius, Elizabeth MD; Black, Robert MD; Chittety, Aditi MD; Dharan, Murali MD; Huang, GuiQing MD; Kim, Joshua PA-C; Quiroz, Eva MD; Townsend, Dennis MD; Tylor, Dale MD; Veeragandham, Ramesh MD; Venogopalan, Lalithambal MD

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

Director Danielson seconded the motion.

Roll call was taken:

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

The motion carried.

Debbie Jackson, Service League, presented the Service League Report. The Gift Shop is getting ready for Halloween and Thanksgiving. Merchandise is arriving for the holiday season and the Annual Holiday Gift Shop Show will take place November 13th and 14th. The Jewelry Sale is scheduled for December 4-6, 2017. There was no orientation session in September. The total volunteer staffing hours for the month of September 2017: 2,837.

*SERVICE LEAGUE
REPORT*

Dr. Timothy Tsoi reported there are 599 Medical Staff members which includes 341 active members.

*MEDICAL STAFF
REPORT*

The Hospital Calendar video highlighted the following events:

*HOSPITAL CALENDAR:
Community Outreach*

Past Health Promotions & Outreach Events

On Friday, September 15th, Dr. Alexander Sah, orthopedic surgeon, presented “Updated Treatments for Knee Pain and Arthritis.” 106 people attended

On Saturday, September 16th, Lucy Hernandez, community outreach project manager, provided blood pressure screenings along with health and nutrition information at the Masonic Home of California HarvestFest in Union City. 43 people were screened and more than 300 people attended the event.

On Sunday, September 17th, Lucy Hernandez, community outreach project manager, and Washington Township Medical Foundation staff provided information on health related programs and services during the Community Information Faire at the City of Newark's 62nd Annual Newark Days celebration. More than 100 people visited the health information booth.

On Tuesday, September 19th, Dr. David Lee, hematologist / oncologist, presented "Strategies to Reduce the Risk of Cancer Recurrence." 37 people attended.

On Thursday, September 21st, as part of the Women Empowering Women series, Dr. Victoria Leiphart, gynecologist, presented "A Balanced Approach to Pain Management." 11 people attended

On Thursday, September 28th, Washington Hospital participated in the City of Fremont Employee Health Fair. Washington Hospital employees provided health education, along with glucose, cholesterol, and blood pressure screenings. More than 250 people attended the event. 83 glucose and cholesterol screenings were provided. 52 blood pressure screenings were provided

Also on Thursday, September 28th, Dr. Victoria Leiphart, gynecologist, presented "Vitamins and Supplements: How Useful Are They?" 54 people attended.

On Saturday, September 30th Washington Hospital staffed an information booth at the HERS Breast Cancer Foundation Keep Abreast 5 and 10 k walk/run event at Quarry Lakes in Fremont. Staff provided health information and massages. The Washington On Wheels Mobile Health Clinic provided first aid support. The event raised funds for breast cancer programs and services. Washington Hospital was a sponsor. More than 600 people participated in the event

Also on Saturday, September 30th, Lucy Hernandez, community outreach project manager, provided blood pressure screenings along with health and nutrition information at Alvarado Fest in Union City. 32 people were screened and more than 500 people attended the event.

On Tuesday, October 3rd, Washington Hospital and Washington Township Medical Foundation staff provided health information along with blood pressure and bone density screenings for osteoporosis at The City of Newark Health Faire for Seniors. 28 people were screened for Osteoporosis, 49 people received blood pressure screenings, and more than 200 people attended the event

On Tuesday, October 3rd, Kristi Caracappa, Health Insurance Information Service Coordinator, presented "Medicare Open Enrollment: What You Need to Know." 34 people attended.

On Wednesday, October 4th, Kristi Caracappa, Health Insurance Information Service Coordinator, presented "New To Medicare? What You Need to Know." 26 people attended.

On Tuesday, October 10th, Kristi Caracappa, Health Insurance Information Service Coordinator, presented "Medicare Part D: Your Prescription Drug Coverage". 15

people attended.

On Wednesday, October 11th, as part of the Speaker's Bureau, Kristi Caracappa, Health Insurance Information Service Coordinator, provided an overview of the Health Insurance Information Service program to the Optimist Club of Newark. 12 people attended.

Upcoming Health Promotions & Community Outreach Events

On Tuesday, October 17th from 10 am to 12 pm, as part of the Stroke Education Series, Melissa Reyes, RN, will present, "Life After a Stroke."

On Thursday, October 19th from 5 to 7:30 p.m., Washington Hospital will host the annual Think Pink Breast Health Awareness Event. The event will feature a health fair and presentations by Dr. William Dugoni, general surgeon and medical director of the women's center, Dr. Sunil Upender, radiologist, Dr. David Lee, hematologist / oncologist and medical co-director of the UCSF-Washington Cancer Center, Anjali Rao, breast cancer survivor and Washington Wellness Center yoga instructor, and Kimberlee Alvari, registered dietitian. Dr. Victoria Leiphart, gynecologist, will moderate the event.

On Friday, October 20th from 4:30 to 9 pm, Lucy Hernandez, community outreach project manager, will provide information on hand hygiene and the prevention of the spread of germs at the 19th Annual Trick or Treat on Safety Street Halloween in Downton Fremont.

On Wednesday, October 25th, Dr. Victoria Leiphart, gynecologist, will kick off "Restoring Balance," a three-part stress reduction program.

On Saturday, October 28th from 11 am to 2 pm Washington Hospital will host the biennial Children's Health and Safety Fair. This free interactive event will provide health and safety information for families. It will also feature the popular teddy bear clinic, staffed by Washington Township Medical Foundation. The Teddy Bear Clinic allows children to bring their favorite stuffed animal for a check-up. This event is co-sponsored by UCSF Benioff Children's Hospital, Washington Township Medical Foundation and the Washington Hospital Employee Association.

On Wednesday, November 1st from 6 to 8 pm, Dr. Victoria Leiphart, gynecologist, will present "Nutrition Myths"

On Saturday, November 4th from 9 am to 1 pm, Washington Hospital will host the Annual Diabetes Awareness Health Fair. The event will begin with a health fair from 9 to 11 am. The health fair will include blood glucose, cholesterol, and blood pressure screenings in addition to diabetic foot exams. There will be two speaker presentations from 11 am to 1 pm. Dr. Sangeetha Balakrishnan, cardiologist, will present "Heart Health and Diabetes: What is the Connection?" and Anna Mazzei, registered dietitian and certified diabetes educator, will present "Quick Meals on a Budget."

Washington Hospital Healthcare Foundation

On Saturday, October 14th, the Washington Hospital Healthcare Foundation will

host the 31st annual Top Hat dinner dance. This year's gala will be chaired by Debbie Jackson, President of the Washington Hospital Service League, Dr. William Dugoni, general surgeon, Washington Township Medical Foundation, medical director of the women's center, and Gary Charland, President and CEO of Masonic Homes.

Foundation Report

Proceeds from the evening will benefit Washington Hospital's Radiation Oncology Center by supporting the purchase of a new linear accelerator. This treatment modality will increase the Hospital's ability to provide advanced radiation therapy to patients here in our own community.

The Washington Township Healthcare District Board of Directors Report

Washington Township Healthcare District Board Members along with members of the Washington Hospital Service League participated in the Newark Days Parade on September 16th where they won 1st place in the classic car prior to 1974.

Board members also attended the "Senior Night Out" hosted by the Tri-City Elder Coalition on September 29th, SAVE's Evening of Empowerment Gala on September 30th, and New Haven Schools Foundation's Mutt Strut on October 7th.

Washington Hospital Employee Association, W.H.E.A.

In October WHEA will host the 2017 Drive for Warmth. Items in need are coats, blankets, gloves, mittens, scarves hats and sleeping bags. Donations will benefit those served by the Tri City Volunteers. Barrels can be found at Washington West and the ground floor of the main hospital.

*WASHINGTON
TOWNSHIP
HEALTHCARE
DISTRICT:
Washington Hospital
Employee Association,
W.H.E.A.
HOSPITAL CALENDAR:
Washington On Wheels
Mobile Health Van*

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

During the month of September, the Washington On Wheels Mobile Health Clinic (W.O.W.) continued to serve community members at the Fremont Senior Center and Fremont Family Resource Center. The total number of community members receiving health care from the Washington On Wheels Clinic during the month of September was 63.

Internet and Social Media Marketing

Washington Hospital's website serves as a central source of information for the communities the District serves and beyond. The most viewed pages include: Employment, About WHHS, Programs and Services, and Physician Finder.

*HOSPITAL
CALENDAR:
Internet and Social
Media Marketing*

InHealth - Channel 78

During the month of September, Washington Hospital's cable channel 78, InHealth, captured new programming including three Health and Wellness programs titled "Updated Treatments for Knee Pain & Arthritis", "Strategies to Reduce the Risk of Cancer Recurrence" and "Vitamins and Supplements: How Useful are They?" In addition, InHealth aired one Diabetes Matters program called "Living with Diabetes", four Health and Wellness programs titled "Weight Management", "Balance and Falls Prevention", "The Sun: The Beauty or the Beast?", and "Early Detection and Prevention of Female Cancers" and two Washington Hospital

*HOSPITAL
CALENDAR:
InHealth*

Experience programs highlighting the Tattoo Removal Program and the Maternal Child Education Center. InHealth also aired a special short video on "Breathe Easier During Extreme Weather and Poor Air Quality" and the September Board of Directors' Meeting.

Awards and Recognitions

Washington Hospital has received U.S. News & World Report's 2017-18 number five Best Regional Hospital award in the San Francisco metro area. The Hospital earned this recognition for high performing ratings for congestive heart failure, COPD, hip replacement and knee replacement. This honor places Washington Hospital as the 32nd best Hospital in California.

*HOSPITAL
CALENDAR:
Awards & Recognitions*

Employee of the Month

A twist of fate brought Jennifer Keesee to her career path. Planning to go into business management, she was taking courses at Ohlone College. In biology class, she happened to sit next to a nurse who commented on Jennifer's aptitude for biology and suggested she consider nursing. "I sometimes think how sitting next to that person changed the course of my life."

*HOSPITAL
CALENDAR:
Employee of the Month –
Jennifer Keesee*

In 1999, Alice Santos hired Jennifer as a float nurse. Over the next six years, she gained experience in several areas, including radiology. "I love my job. It's as simple as that," says Jennifer. Her Patient First Ethic shines through as Jennifer describes her role as a radiology nurse. "As a nurse, I'm helping scared or worried people through a terrible day. I sometimes need to be their advocate; I sometimes need to be the educator, answering questions family members may have." She continues, "As nurses, we need to constantly think about what will make this patient feel better. Do they need a warm blanket, or maybe just a hand to hold?"

Jennifer's career at Washington Hospital has included developing her leadership skills. She is the preceptor to several nurses, teaching them the technical aspects of being a radiology nurse and showing them what it means to be a nurse at Washington Hospital.

When not at work, Jennifer's number one hobby is traveling. She and her husband Gary have been to Eastern Europe three times and Jennifer has been to Hawaii nine times, including a recent trip to Kauai with her daughter Kimberly, who is currently in the ultra sound technology program at Foothill College. "We took the trip to Kauai to celebrate her getting into the program and are planning a trip to Europe for when she finishes."

Raised in Fremont, Jennifer and Gary both graduated from Irvington High School and both wanted to work in their hometowns. "As a nursing student, I was offered a job in Santa Clara County, but I held out for Washington," Jennifer laughs. "I knew I wanted to work in the community where I live."

Nancy Farber introduced Patti Crome, Managing Director, Health Care Consulting, Rona Consulting Group to report on Washington Hospital Healthcare System's Lean Journey. Ms. Crome began by comparing the Transformation Roadmap from 2016

*LEAN/KAIZAN
UPDATE
WHHS' Lean Journey:
State of Transformation*

to Roadmap today (2017) indicating the increase in completed projects and the increased number of projects currently in process. The progress had been achieved through Leadership and Cultural changes and sustained by a commitment from leadership to actively participate in daily and weekly huddles, visibility walls, Gemba time, etc. Hoshin Kanri (Lean Strategic Planning) is planned to begin in 2019 and the leaders have already recognized the importance of linking strategic goals to the improvement plans with accountability throughout WHHS.

Ms. Crome talked about event participant feedback and the fact that staff members value clear commitment from management to sustain gains. The events provide opportunities to work with multidisciplinary teams and to “see the big picture.” She noted that the WHHS KPO team have grown in their teaching and workshop facilitation skills.

Ms. Crome discussed the focused improvements made through various workshops including the Emergency Department, Operating Room, WTMF Medication Admin Room and Ortho Clinic Store Room, and the improvements made to the Inpatient Flow focusing on the efficiency of shift hand off.

Future Lean work will include an ICU 3P, 5S (for the new facility), OB Value Stream Map & Kaizen workshops, continued OR Kaizen workshops and continued Lean Leadership development and coaching with a focus on independence.

Ed Fayen presented the construction update on the Morris Hyman Critical Care Pavilion sharing photographs of the PBX room on the ground floor showing the flooring in place (and the window); installed equipment racks on the ground floor; testing of nurse call dome lights in the emergency department; emergency department waiting room; first floor nurse station; installation of maquet booms in the ICU; wall tile installation in the second floor men’s restroom; concrete placement for curbs and planters in the second floor landscape garden area; installation of bed locators in third floor patient rooms; third floor nurses station; ceiling framing in the third floor conference room; carpet installation in the third floor charting room; ending with the Site View. The construction timeline was reviewed and Mr. Fayen noted that the construction is proceeding on time.

*CONSTRUCTION
REPORT
Construction Update*

Mary Bowron, Senior Director of Quality and Resource Management presented the WHHS Influenza Prevention plan. She began with an explanation of Influenza, commonly known as the “flu,” and how it is spread. She explained what constitutes a Flu Shot and spoke about the recommendation from the Centers for Disease Control for everyone six months and older to be vaccinated annually.

*QUALITY REPORT:
Influenza Prevention*

Ms. Bowron covered a variety of frequently asked questions about the flu vaccine and reiterated that the vaccine can NOT give you the flu since there is no live virus in the shot. She noted that flu vaccines for the 2017-18 flu season have been updated with the latest viral strains. It is not recommended to use the nasal spray vaccination because of concerns about effectiveness.

Chris Henry, Chief Financial Officer, presented the Finance Report for August 2017. *FINANCE REPORT*
The average daily census was 150.5 with admissions of 1,021 resulting in 4,667 patient days. Outpatient observation equivalent days were 131. The average length of stay was 4.44 days. The case mix index was 1.484. Deliveries were 139. Surgical cases were 324. Joint Replacement cases were 125. Neurosurgical cases were 30. Cardiac Surgical cases were 15. The Outpatient visits were 7,640 and Emergency visits were 4,170. Total productive FTEs were 1,397.3. FTEs per adjusted occupied bed were 6.96.

Nancy Farber presented the Hospital Operations Report for September 2017. *HOSPITAL OPERATIONS REPORT*
Preliminary information indicated gross revenue for the month of September at approximately \$169,518,000. The Average Length of Stay of 4.61 and there were 4,948 patient days. There were 345 Surgical Cases and 367 Cath Lab procedures at the Hospital. Deliveries for September were 130. Non-Emergency Outpatient visits were 7,059. FTEs per Adjusted Occupied Bed were 6.59. The Washington Outpatient Surgery Center had 487 cases and the clinics saw approximately 3,452 patients.

In accordance with District Law, Policies and Procedures, Director Eapen moved that the Board of Directors authorize the Chief Executive Officer to begin the replacement process and proceed with the purchase of two air conditioning units in the 39300 Civic Center Building at a cost not to exceed \$244,050.00. *CONSIDERATION OF FREMONT OFFICE CENTER AIR CONDITIONING UNIT REPLACEMENT*

Director Stewart seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Eapen moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of three BiPAP units for a total amount not to exceed \$43,539.00. *CONSIDERATION OF BIPAP UNITS*

Director Stewart seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Eapen moved that the Board of Directors increase the project budget by \$171,135 and authorize the Chief Executive Officer to execute contractual documents to complete the Administrative Office Build Out Project for an amount not to exceed \$1,165,427.00.

*CONSIDERATION OF
BUDGET AMENDMENT
FOR THE
ADMINISTRATIVE
OFFICE AND KAIZEN
PROMOTION OFFICE
BUILD OUT PROJECT*

Director Stewart seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Eapen moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of the Hemodialysis Machine and Reverse Osmosis System, Amicus Device Machine, Myron L Dialysate Meter, and four Dialysis Recliner Treatment Chairs for a total amount not to exceed \$348,935.67.

*CONSIDERATION OF
DIALYSIS EQUIPMENT*

Director Stewart seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Eapen moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of implementation services and internal labor to set up direct electronic interface with LabCorp for a total amount not to exceed \$150,839.00.

*CONSIDERATION OF
LABCORP INTERFACE*

Director Stewart seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Eapen moved for the appointment of Jeannie Yee to fill the vacancy on the Washington Hospital

*CONSIDERATION OF
APPOINTMENT TO*

Development Corporation Board of Directors for the remainder of 2017.

*WASHINGTON
TOWNSHIP HOSPITAL
DEVELOPMENT
CORPORATION*

Director Stewart seconded the motion.

Roll call was taken:

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

The motion carried.

Director Danielson moved for the presentation of the Commendation for Shirley Buschke for the work she has done for Washington Hospital Health Care District as a founding member of the Washington Township Hospital Development Corporation. Director Nicholson read the Commendation in its entirety.

*COMMENDATION FOR
SHIRLEY BUSCHKE*

Directors Stewart and Eapen seconded the motion.

Roll call was taken:

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

The motion 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 7:57 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 8:57 pm and reported no 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 8:57 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, October 23, 2017 in the Cardiovascular Conference 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: Timothy Tsoi, MD; Kranthi Achanta, MD; Peter Lunny, MD; Jan Henstorf, MD; Albert Brooks, MD; Nancy Farber, Chief Executive Officer; John Romano, MD; Stephanie Williams, 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 9:00 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 9:00 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 Wednesday, October 25, 2017 in the Anderson C Conference Room, 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; Chris Henry, Sr. Associate Administrator; Ed Fayen, Sr. Associate Administrator; Kimberly Hartz, Sr. Associate Administrator; Bryant Welch, Associate Administrator; Stephanie Williams, Associate Administrator; Paul Kozachenko, Attorney; John Lee, CIO; Dee Antonio, District Clerk

There were no oral communications.

COMMUNICATIONS

There were no written communications.

In accordance with Health & Safety Code Sections 32106 and California Government Code 54957, Director Nicholson adjourned the meeting to closed session at 6:01 p.m., as the discussion pertained to Hospital trade secrets, personnel matters, and Conference with Legal Counsel regarding existing litigation pursuant to California Government Code Section 54956.9.

ADJOURN TO CLOSED SESSION

Director Nicholson reconvened the meeting to open session at 7:30.p.m. and reported no reportable action was taken in closed session.

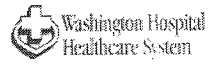
RECONVENE TO OPEN SESSION & REPORT ON CLOSED SESSION

There being no further business, Director Nicholson adjourned the meeting at 7:30 p.m.

ADJOURNMENT

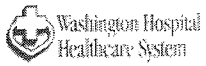
William Nicholson, MD
President

Patricia Danielson, RHIT
Secretary



WASHINGTON HOSPITAL
MONTHLY OPERATING REPORT

September 2017



**WASHINGTON HOSPITAL
INDEX TO BOARD FINANCIAL STATEMENTS
September 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: November 2, 2017
TO: Board of Directors
FROM: Nancy Farber
SUBJECT: Washington Hospital – September 2017
Operating & Financial Activity

SUMMARY OF OPERATIONS – (Blue Schedules)

1. Utilization – Schedule Board 3

<u>ACUTE INPATIENT:</u>	<u>September Actual</u>	<u>Budget</u>	<u>Current 12 Month Avg.</u>
Average Daily Census	164.9	154.4	168.4
# of Admissions	1,048	946	1,039
Patient Days	4,948	4,633	5,118
Discharge ALOS	4.61	4.90	4.85

<u>OUTPATIENT:</u>	<u>September Actual</u>	<u>Budget</u>	<u>Current 12 Month Avg.</u>
OP Visits	7,059	7,020	6,958
ER Visits	4,309	4,223	4,455
Observation Equivalent Days – OP	143	214	180

Comparison of September 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 below budget. Outpatient visits were higher than budget and Emergency Room visits were above budget for the month.

2. Staffing – Schedule Board 3

Total paid FTEs were 13.5 above budget. Total productive FTEs for September were 1,263.8, 23.5 above the budgeted level of 1,240.3. Nonproductive FTEs were 10.0 below budget. Productive FTEs per adjusted occupied bed were 5.79, 0.09 below the budgeted level of 5.88. Total FTEs per adjusted occupied bed were 6.59, 0.17 below the budgeted level of 6.76.

3. Income - Schedule Board 1

For the month of September the Hospital realized income of \$519,000 from operations.

Total Gross Patient Service Revenue of \$169,518,000 for September was 1.9% above budget.

Deductions from Revenue of \$128,690,000 represented 75.92% of Total Gross Patient Service Revenue. This percentage is below the budgeted amount of 76.91%, primarily due to a favorable payor mix.

Total Operating Revenue of \$41,295,000 was \$2,318,000 (5.9%) above the budget.

Total Operating Expense of \$40,776,000 was \$2,354,000 (6.1%) above the budgeted amount. A significant component (\$1,287,000) of the expense variance was attributable to the provision for doubtful accounts. The increased expense for this category resulted from a higher percentage of private pay revenue in September.

The Total Non-Operating Income of \$1,106,000 for the month includes an unrealized loss on investments of \$550,000 and property tax revenue of \$1,356,000.

The Total Net Income for September was \$1,625,000, which was \$688,000 less than the budgeted income of \$2,313,000.

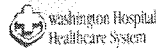
The Total Net Income for September using FASB accounting principles, in which the unrealized loss on investments and property tax revenues are removed from the non-operating income and expense, was \$819,000 compared to budgeted income of \$958,000.

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

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

NANCY FARBER
Chief Executive Officer

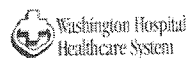
NF/CH



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

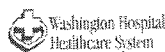
September				YEAR TO DATE				
ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.		ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.
				1	OPERATING REVENUE			
\$ 128,081	\$ 121,853	\$ 6,228	5.1%	2	INPATIENT REVENUE	\$ 362,458	\$ 363,027	\$ (569) -0.2%
41,437	44,535	(3,098)	-7.0%	3	OUTPATIENT REVENUE	123,431	132,074	(8,643) -6.5%
169,518	166,388	3,130	1.9%	4	TOTAL PATIENT REVENUE	485,889	495,101	(9,212) -1.9%
(128,690)	(127,966)	(724)	-0.6%	5	CONTRACTUAL ALLOWANCES	(369,082)	(380,369)	11,287 3.0%
75.92%	76.91%			6	CONTRACTUAL AS % OF REVENUE	75.96%	76.83%	
40,828	38,422	2,406	6.3%	7	NET PATIENT REVENUE	116,807	114,732	2,075 1.8%
467	555	(88)	-15.9%	8	OTHER OPERATING INCOME	1,411	1,571	(160) -10.2%
41,295	38,977	2,318	5.9%	9	TOTAL OPERATING REVENUE	118,218	116,303	1,915 1.6%
				10	OPERATING EXPENSES			
16,374	15,921	(453)	-2.8%	11	SALARIES & WAGES	48,188	47,639	(549) -1.2%
5,976	5,613	(363)	-6.5%	12	EMPLOYEE BENEFITS	18,315	17,638	(677) -3.8%
4,183	4,558	375	8.2%	13	SUPPLIES	12,509	13,588	1,079 7.9%
5,079	4,382	(697)	-15.9%	14	PURCHASED SERVICES & PROF FEES	14,280	13,647	(633) -4.6%
1,521	1,580	59	3.7%	15	INSURANCE, UTILITIES & OTHER	4,341	4,715	374 7.9%
4,282	2,995	(1,287)	-43.0%	16	PROVISION FOR DOUBTFUL ACCOUNTS	10,301	8,912	(1,389) -15.6%
2,751	2,751	-	0.0%	17	DEPRECIATION	8,254	8,254	- 0.0%
610	622	12	1.9%	18	INTEREST EXPENSE	2,060	1,903	(157) -8.3%
40,776	38,422	(2,354)	-6.1%	19	TOTAL OPERATING EXPENSE	118,248	116,296	(1,952) -1.7%
519	555	(36)	-6.5%	20	OPERATING INCOME (LOSS)	(30)	7	(37) -528.6%
1.26%	1.42%			21	OPERATING INCOME MARGIN %	-0.03%	0.01%	
268	281	(13)	-4.6%	22	NON-OPERATING INCOME & (EXPENSE)			
(3)	-	(3)	0.0%	23	INVESTMENT INCOME	784	840	(56) -6.7%
219	306	(87)	-28.4%	24	REALIZED GAIN/(LOSS) ON INVESTMENTS	(26)	-	(26) 0.0%
(184)	(184)	-	0.0%	25	RENTAL INCOME, NET	723	917	(194) -21.2%
1,356	1,355	1	0.1%	26	AMORTIZATION OF INTANGIBLE ASSETS	(553)	(553)	- 0.0%
(550)	-	(550)	0.0%	27	PROPERTY TAX REVENUE	4,056	4,043	13 0.3%
1,106	1,758	(652)	-37.1%	28	UNREALIZED GAIN/(LOSS) ON INVESTMENTS	(73)	-	(73) 0.0%
\$ 1,625	\$ 2,313	\$ (688)	-29.7%	29	TOTAL NON-OPERATING INCOME & EXPENSE	4,911	5,247	(336) -6.4%
3.94%	5.93%			30	NET INCOME (LOSS)	\$ 4,881	\$ 5,254	\$ (373) -7.1%
				31	NET INCOME MARGIN %	4.13%	4.52%	
\$ 819	\$ 958	\$ (139)	-14.5%	32	NET INCOME (LOSS) USING FASB PRINCIPLES**	\$ 898	\$ 1,211	\$ (313) -25.8%
1.98%	2.46%				NET INCOME MARGIN %	0.76%	1.04%	

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



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

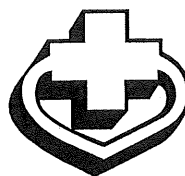
ASSETS AND DEFERRED OUTFLOWS			September 2017	UNAUDITED JUNE 2017	LIABILITIES, NET POSITION AND DEFERRED INFLOWS			September 2017	UNAUDITED JUNE 2017
CURRENT ASSETS					CURRENT LIABILITIES				
1	CASH & CASH EQUIVALENTS	\$	33,196	\$	49,180	1	CURRENT MATURITIES OF L/T OBLIG	\$ 7,258	\$ 5,306
2	ACCOUNTS REC NET OF ALLOWANCES		59,383		61,160	2	ACCOUNTS PAYABLE	32,938	42,211
3	OTHER CURRENT ASSETS		7,668		7,728	3	OTHER ACCRUED LIABILITIES	50,874	55,681
4	TOTAL CURRENT ASSETS		100,247		118,068	4	INTEREST	5,439	10,245
						5	TOTAL CURRENT LIABILITIES	96,509	113,443
ASSETS LIMITED AS TO USE					LONG-TERM DEBT OBLIGATIONS				
6	BOARD DESIGNATED FOR CAPITAL AND OTHER		169,814		141,155	6	REVENUE BONDS AND OTHER	232,129	238,414
7	GENERAL OBLIGATION BOND FUNDS		53,927		73,744	7	GENERAL OBLIGATION BONDS	339,316	340,646
8	REVENUE BOND FUNDS		47,022		46,956				
9	BOND DEBT SERVICE FUNDS		8,919		24,812	OTHER LIABILITIES			
10	OTHER ASSETS LIMITED AS TO USE		15,370		15,427	10	NET PENSION LIABILITY	63,811	61,754
11	TOTAL ASSETS LIMITED AS TO USE		295,052		302,094	11	WORKERS' COMP	9,011	8,671
						12	SUPPLEMENTAL MEDICAL RETIREMENT	42,049	41,235
13	OTHER ASSETS		159,480		156,106				
14	NET PROPERTY, PLANT & EQUIPMENT		675,587		668,477	14	NET POSITION	470,150	465,268
15	TOTAL ASSETS	\$	1,230,366	\$	1,244,745	15	TOTAL LIABILITIES AND NET POSITION	\$ 1,252,975	\$ 1,269,431
16	DEFERRED OUTFLOWS		29,759		33,232	16	DEFERRED INFLOWS	7,150	8,546
17	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$	1,260,125	\$	1,277,977	17	TOTAL LIABILITIES, NET POSITION AND DEFERRED INFLOWS	\$ 1,260,125	\$ 1,277,977



**WASHINGTON HOSPITAL
OPERATING INDICATORS**
September 2017

12 MONTH AVERAGE	September						YEAR TO DATE			
	ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.			ACTUAL	BUDGET	FAV (UNFAV) VAR	% VAR.
168.4	164.9	154.4	10.5	7%	1	PATIENTS IN HOSPITAL				
5.9	4.8	7.1	(2.3)	-32%	2	ADULT & PEDS AVERAGE DAILY CENSUS	151.9	152.5	(0.6)	0%
10.0	8.3	11.0	(2.7)	-25%	3	OUTPT OBSERVATION AVERAGE DAILY CENSUS	4.6	6.7	(2.1)	-31%
184.3	178.0	172.5	5.5	3%	4	WELLBORN NURSERY AVERAGE DAILY CENSUS	9.5	11.4	(1.9)	-17%
						TOTAL	166.0	170.6	(4.6)	-3%
4.1	5.8	3.8	2.0	53%	5	SPECIAL CARE NURSERY AVERAGE DAILY CENSUS *	4.5	4.3	0.2	5%
5,118	4,948	4,633	315	7%	6	ADULT & PEDS PATIENT DAYS	13,977	14,034	(57)	0%
1,039	1,048	946	102	11%	7	ADMISSIONS-ADULTS & PEDS	3,039	2,842	197	7%
4.85	4.61	4.90	(0.29)	-6%	8	AVERAGE LENGTH OF STAY-ADULTS & PEDS	4.53	4.94	(0.41)	-8%
						OTHER KEY UTILIZATION STATISTICS				
1.513	1.523	1.531	(0.008)	-1%	9	OVERALL CASE MIX INDEX (CMI)	1.509	1.531	(0.022)	-1%
						SURGICAL CASES				
137	128	134	(6)	-4%	10	JOINT REPLACEMENT CASES	373	400	(27)	-7%
25	20	28	(8)	-29%	11	NEURO SURGICAL CASES	75	78	(3)	-4%
10	9	12	(3)	-25%	12	CARDIAC SURGICAL CASES	32	33	(1)	-3%
195	188	205	(17)	-8%	13	GENERAL SURGICAL CASES	517	575	(58)	-10%
367	345	379	(34)	-9%	14	TOTAL SURGICAL CASES	997	1,086	(89)	-8%
370	367	341	26	8%	15	TOTAL CATH LAB PROCEDURES	1,053	961	92	10%
142	130	148	(18)	-12%	16	DELIVERIES	425	470	(45)	-10%
6,958	7,059	7,020	39	1%	17	OUTPATIENT VISITS	21,603	21,414	189	1%
4,455	4,309	4,223	86	2%	18	EMERGENCY VISITS	12,828	12,964	(136)	-1%
						LABOR INDICATORS				
1,245.9	1,263.8	1,240.3	(23.5)	-2%	19	PRODUCTIVE FTE'S	1,221.9	1,214.0	(7.9)	-1%
177.7	174.6	184.6	10.0	5%	20	NON PRODUCTIVE FTE'S	192.1	201.3	9.2	5%
1,423.6	1,438.4	1,424.9	(13.5)	-1%	21	TOTAL FTE'S	1,414.0	1,415.3	1.3	0%
5.56	5.79	5.88	0.09	2%	22	PRODUCTIVE FTE/ADJ. OCCUPIED BED	6.00	5.84	(0.16)	-3%
6.36	6.59	6.76	0.17	3%	23	TOTAL FTE/ADJ. OCCUPIED BED	6.94	6.80	(0.14)	-2%

* included in Adult and Peds Average Daily Census



Memorandum

DATE: October 25, 2017

TO: Nancy Farber, Chief Executive Officer

FROM: Ed Fayen, Sr. Associate Administrator
John Lee, Chief Information Officer

SUBJECT: Network Security Upgrade and Enhancements

Data security remains a critical responsibility of the hospital. More and more data is stored electronically and it is increasingly difficult to block malicious attempts to access and steal health information and personal identifiable information. Implementing strong network controls and systems that monitor network traffic and restrict unwanted access is one way that the hospital can prevent data theft.

Our current Intrusion Prevention Solution (IPS) will no longer be supported after April 2018 and needs to be replaced. This solution captures network traffic and provides important visibility into our corporate network. The IPS signature database helps identify and provide protection against the latest vulnerabilities. Data is sent off to our vendor Secureworks each day for review and analysis. Maintaining an up to date and active Intrusion Prevention Solution is important for our security program.

In addition, enhancing this upgrade with an Identity Services Engine (ISE) ensures all devices connected to our network are validated and adhere to WHHS security policies, compliance rules and industry standards. ISE detects when a device is connected to our network and automatically grants the appropriate access privileges intended for that user.

Maintaining and enhancing our network security solutions is critical as threats to electronic data continue to grow and impact more and more businesses and hospitals in particular. In accordance with District Law, Policies and Procedures, I request that the Board of Directors authorize the Chief Executive Officer to proceed with the purchase of hardware, software and implementation services in an amount not to exceed \$657,194. These monies are included in the Fiscal Year 2018 Capital Budget.



Memorandum

DATE: October 16, 2017
TO: Nancy Farber, Chief Executive Officer
FROM: Edward Fayen, Sr. Associate Administrator
SUBJECT: Defibrillator Replacement Project (Phase 1)

We would like to purchase twenty-four R-Series and four X-Series defibrillators from ZOLL Medical. This is the first phase of replacement of our existing ZOLL M-Series and CCT defibrillators due to end of support. Most of our existing fleet of defibrillators were purchased around 2000, and then upgraded to include Biphasic defibrillation starting in December 2009.

A multi-disciplinary committee investigated the various vendors and defibrillator options. This committee was led by Elvie Ballar and included members from the Code Blue Committee, Anesthesia, OR, Cath Lab, ED, Critical Care and Med. Surg.

The ZOLL general user interface is very similar to their existing devices, so the learning curve for staff should not be very steep. Enhancements with this purchase will include: End Tidal CO₂, OneStep Pacing, Pulse Oximetry, and Non-invasive Blood Pressure. We are also requesting "Defibrillator Dashboard" which synchronizes each machine's clock daily, collects self-test data and notifies us of problems, and can provide "history of readiness" logs for the Joint Commission.

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 to proceed with the purchase of the Defibrillator Replacement Project (Phase 1) for a total amount not to exceed **\$637,330**.



Memorandum

DATE: November 3, 2017

TO: Nancy Farber, Chief Executive Officer

FROM: Ed Fayen, Sr. Associate Administrator

SUBJECT: Budget Amendment for the Circulation of Morris Hyman Critical Care Pavilion Site

On March 13, 2013 the Board of Directors of Washington Hospital Healthcare Systems adopted Resolution #1129, which allowed for the implementation of the Morris Hyman Critical Care Pavilion project budget for an amount not to exceed, \$339,029,752. This project was to be funded by the General Obligation Bonds approved by the 2004 Measure FF and 2012 Measure Z.

This project went out to bid and was awarded to a general contractor. On September 10, 2014, the Board of Directors passed Resolution #1148, in which they assigned and novated the general contractor contract to Rudolph & Sletten and adjusted the project budget by \$7,500,000. This took the total project budget to \$346,529,752.

The Morris Hyman Critical Care Pavilion construction project has proceed forward for the last three years in a workman-like manner and is currently scheduled to be completed on time and utilized all of the budget that has been allocated. The original project, as designed and bid, did not contain a covered entrance on the first floor of the pavilion. In addition, before construction, the basement connection, emergency room access and circulation was deemed inadequate and in need of redesign. Allowances were provided in the current Morris Hyman budget for circulation. After the above mentioned redesign, it was determined as the project was being built, that an additional "Emergency" exit out of the Emergency Department treatment area needed to be added, and, the first floor walkway of the Morris Hyman Critical Care Pavilion contained sewer and storm drain access, that needed to be moved out of the public access.

The cost associated with the additional scope of work (i.e. covered walkway, movement of sewer and storm drains, and emergency exit), the redesign of Emergency Department access and circulation areas and the redesigned corridor and improved loading dock area will cost \$7,154,152, net of allowance contained in the approved Morris Hyman Critical Care Pavilion project budget.

I am recommending the Board of Directors approve Resolution #1183 at its meeting of November 8, 2017, which provides additional funding to complete the above mentioned project as part of the Morris Hyman Critical Care Pavilion project for an amount not exceed \$7,154,152.

In accordance with District law, policy and procedures, I request the Board of Directors to approve \$7,154,152 as project budget amendment to complete the above mentioned scopes of works with in the Morris Hyman Critical Care Pavilion and direct the Chief Executive Officer to execute contractual documents to complete this project.

There remains an unimproved area in the back of the Morris Hyman Critical Care Pavilion that formally was the helipad for the hospital. This area is designated for future development, and

therefore the original plans to convert this area to a parking lot are no longer relevant. This area is being redesigned with the least amount of construction and impact to the site. We will come back to Board of Directors at a future time for approval of a budget to finish whatever work is necessary to complete all aspects of this job.



Memorandum

DATE: October 16, 2017

TO: Nancy Farber, Chief Executive Officer

FROM: Stephanie Williams, Associate Administrator and Chief Nursing Officer

SUBJECT: CAPITAL EQUIPMENT – ICU PROGRESSA BED

The Progressa bed in the ICU is more than 15 years old and has required multiple repairs over the years. Because the bed is older, many parts are no longer available for engineering to repair. Due to this, I am recommending a Progressa bed be purchased as Capital equipment for the ICU.

These new bed also provides additional features that will assist with patient care:

- Percussion and Vibration Therapy – Used to treat or prevent pulmonary complication. In patients with respiratory failure this help with, pulmonary toilet by loosening secretions, clearing bronchial airway, and preventing atelectasis. Helps prevent acute respiratory distress syndrome.
- Rotation Therapy – The automated rotation of the bed from the left to right helps reposition the patient as programmed by the nurse. This is used to help lung expansion and prevent pressure ulcers.
- Advance Microclimate Surface Mattress – This helps prevent pressure ulcers and provides added comfort to the patient as it wicks moisture and heat from the patient.
- Stay In Place Technology – This helps to extend the head section of the frame and surface, in unison, to accommodate the natural elongation of the body as the patient sits up. Helps so the patient does not slide to the foot of bed when in semi fowler's position. Allows less manual work for the nurse who currently has to lift and pull patients in bed frequently, thus preventing staff injury
- Chair Egress Position – Helps support Washington Hospital's early progressive mobility initiative.

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 above item.

The approximate total for the above equipment is \$49,894.57.



Memorandum

DATE: October 25, 2017

TO: Nancy Farber, Chief Executive Officer

FROM: Edward J. Fayen, Senior Associate Administrator

SUBJECT: Capital request for Mizuho/OSI Hana Table

Attached to this memo is a requisition for the capital purchase of the Mizuho/OSI Hana Table for the Operating Room. This is a surgical table that will be used for the anterior approach to hip replacements. This table will allow for unique patient positioning enabling the surgeon to replace the hip through a single incision. This is the table that Dr. Sah trained on and it is his table of choice. We have had the table on trial, and there have been no issues with the staff's ability to use the table.

This item was not placed in the FY 18 Capital Budget as it was not known that Dr. Sah had planned to be trained to use the anterior approach. The requisition attached is for \$90,700.70 (including tax). This quote was submitted to MD Buyline. We are receiving an 18.32% discount, which MD Buyline states is a competitive quote. There is no additional savings potential noted by MD Buyline.

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 to proceed with the purchase of the Mizuho/OSI Hana Table for a total amount not to exceed **\$90,700.70**.