



Washington Township Health Care District

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Kimberly Hartz, Chief Executive Officer

Board of Directors

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

BOARD OF DIRECTORS' MEETING

Monday, December 16, 2019 – 6:00 P.M.
Board Room, 2000 Mowry Avenue

AGENDA

PRESENTED BY:

- I. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- II. **ROLL CALL**
- III. **COMMUNICATIONS**
 - A. Oral
This opportunity is provided for persons in the audience to make a brief statement, not to exceed three (3) minutes on issues or concerns not covered by the agenda. "Request to Speak" cards should be filled out in advance and presented to the District Clerk. For the record, please state your name.
 - B. Written
- IV. **CONSENT CALENDAR**
Items listed under the Consent Calendar include reviewed reports and recommendations and are acted upon by one motion of the Board. Any Board Member or member of the public may remove an item for discussion before a motion is made.
 - A. Consideration of Budgeted Capital Request:
Microsoft Computer Update (\$382,684.00)
 - B. Consideration of Budgeted Capital Request:
SurgiCount Sponge Safety System (\$41,934.00)
 - C. Consideration of Budgeted Capital Request:
Alaris Infusion Pumps (\$62,844.20)
 - D. Consideration of Budgeted Capital Request:
Sterrad ST100NX Low Temperature Sterilizer and High Level Disinfectant (\$154,950.00)
 - E. Consideration of Budgeted Capital Request:
Intra Aortic Balloon Pump and Equipment (\$72,000.00)

Michael Wallace
Board President

Dee Antonio
District Clerk

Board Meeting Agenda
December 16, 2019

- F. Consideration of Unbudgeted Capital Request
(Foundation Surgical Services Fund): Shoulder
Instrumentation (\$137,433.48)

V. REPORTS

- A. Board Documents Repository
Dee Antonio
District Clerk

VI. ACTION

- A. Consideration of Seismic Compliance AB2190
Attestation Requirement for OSHPD

VII. 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.

Kimberly Hartz
Chief Executive Officer

- A. Conference with Legal Counsel-Anticipated
Litigation pursuant to Government Code section
54956.9(d)(2)
- B. Conference involving a trade secret pursuant to
Health & Safety Code section 32106
- C. Conference on personnel matters, Cal Gov.
Code Section 54957

VIII. OPEN SESSION

Report on Closed Session
Michael Wallace
Board President

IX. ADJOURNMENT

Michael Wallace
Board President

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



Memorandum

DATE: December 9, 2019
TO: Kimberly Hartz, Chief Executive Officer
FROM: John Lee, Chief Information Officer
SUBJECT: Microsoft Update Project

In the year 2020, Microsoft will end support of Windows 7, Office 2010, and SharePoint 2010 and will no longer provide feature or security updates. Also in 2020, many vendors will no longer support their applications running on Windows 7 or maintain integration with Office 2010. Information Services has determined there are 1,595 WHHS computers currently running the Microsoft Windows 7 operating system and Microsoft Office 2010 in our enterprise. SharePoint, the application used for our Intranet page, also needs to be upgraded. The SharePoint upgrade is required in order to continue application of new security patches and for full integration with Microsoft's Office suite.

Because of the hardware requirements associated with these upgrades, we have identified 165 computers that need to be replaced with a model that can run the supported Windows 10 operating systems. The remaining 1430 computers running Windows 7 will be upgraded to Windows 10, and all computers will be upgraded to Office 2016. We expect to update all systems by June 30, 2019 with several hundred computers upgraded or replaced each month. SharePoint will be upgraded prior to the Office 2016 rollout.

In accordance with District Law, Policies and Procedures, we are requesting that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of hardware and implementation services for a total amount not to exceed **\$382,684**. This purchase is included in the fiscal year 2020 capital budget.



Memorandum

DATE: December 12, 2019
TO: Kimberly Hartz, Chief Executive Officer
FROM: Ed Fayen, Executive Vice President and COO
SUBJECT: Capital Purchase – SurgiCount Sponge Safety System

The SurgiCount sponge safety system by Stryker is a smart tablet that works with uniquely tagged sponges and allows for the tracking of sponges placed in a patient during surgery. The current SurgiCount system has been utilized since 2014, and no longer will be supported as of January 2020. The current system has become less reliable over the past few weeks. The Birthing Center has already been approved to upgrade to this new version and this will allow both areas to be standardized and receive volume purchase discounts.

FY 2020 Capital Budget included \$55,317.28 for this purchase. The Stryker SurgiCount system will cost \$41,934.

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 the Stryker SurgiCount Sponge Safety System in the amount of \$41,934.



Memorandum

DATE: December 12, 2019
TO: Kimberly Hartz, Chief Executive Officer
FROM: Ed Fayen, Executive Vice President and COO
SUBJECT: Capital Purchase – Alaris Pumps

The Alaris Pumps by BD are infusion pumps that continuously or intermittently deliver fluids, medications, blood and blood products to our patients. We currently utilize these devices throughout the hospital. The pumps are comprised of a main PC unit and up to four (4) modules. Since moving to the Morris Hyman Critical Care Pavilion, the time it takes the Sterile Processing Department to collect, disinfect and redistribute used pumps has greatly increased. As a result, it has become much more difficult to maintain adequate pump levels and they are experiencing more “stock outs” of pumps. We are requesting to purchase ten (10) PC units and ten (10) modules. This request will help enable Sterile Processing to better serve the needs of the units throughout the hospital.

FY 2020 Capital Budget included \$62,844.20 for this purchase. The Alaris PC units and modules will cost \$62,844.20.

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 ten (10) Alaris PC units and ten (10) modules in the amount of \$62,844.20.



Memorandum

DATE: December 12, 2019

TO: Kimberly Hartz, Chief Executive Officer

FROM: Ed Fayen, Executive Vice President and COO

SUBJECT: Capital Purchase – Sterrad ST100NX Low Temperature Sterilizer and High Level Disinfector

The Sterrad low temperature sterilizer is utilized to provide sterilization and high level disinfection for instrumentation that cannot withstand the processing of our main sterilizers in the Sterile Processing Department. We have been utilizing the Sterrad 100S model since 2002. Per the manufacturer, the useful life is 20,000 cycles. We have utilized our machine for 32,940 cycles. They stopped manufacturing the Sterrad 100S model in December 2017, and parts have become difficult to find. We are requesting to purchase the Sterrad ST100NX by ASP (Advanced Sterilization Products).

FY 2020 Capital Budget included \$154,950 for this purchase. The Sterrad ST100NX will cost \$154,950.

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 the ASP Sterrad ST100NX low temperature sterilizer and high level disinfector in the amount of \$154,950.



Memorandum

DATE: December 12, 2019

TO: Kimberly Hartz, Chief Executive Officer

FROM: Ed Fayen, Executive Vice President and COO

SUBJECT: Capital Purchase – Intra-Aortic Balloon Pump

The Intra-Aortic Balloon Pump from Getinge USA is utilized in the Operating Room, Cath Lab and Critical Care to assist heart pumping in cardiac patients. The pump is used with a catheter threaded into the patient's heart to assist with pumping.

The IABP is a mechanical counter pulsation device that inflates and deflates a balloon catheter placed within a patient's aorta. An IABP provides temporary cardiac assistance by reducing the heart's afterload (i.e., the pressure the heart must pump against) as well as increasing coronary and systemic blood flow (cardiac output). When the balloon catheter inflates, it augments the heart's diastolic pressure and increases coronary, cerebral, and systemic blood flow. When the balloon catheter deflates, it reduces heart afterload. Because IABP therapy reduces heart workload and increases cardiac output, it can be used to treat a number of cardiovascular conditions. IABPs can provide additional support to pharmacologic treatments to temporarily restore some cardiac function, as well as act as an aid to the heart before, during, and after cardiac surgery.

IABP therapy is often used to treat patients with unstable angina, acute myocardial infarction (augmenting coronary perfusion helps develop collateral circulation to aid the healing of ischemic areas of the myocardium), other heart failure, and patients undergoing percutaneous transluminal coronary angioplasty or myocardial revascularization. It is also used for weaning patients from cardiopulmonary bypass with inadequate cardiac output after surgery.

This is an additional pump, needed because of the increase in cardiac procedures as well as the greater distances between the Critical Care units and the Operating Rooms and Cath Labs.

The FY 2020 Capital Budget includes \$73,907.55 to purchase the Intra-Aortic Balloon Pump.

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 the Intra-Aortic Balloon Pump by GE Healthcare in the amount of \$72,000.00.



Memorandum

DATE: December 12, 2019
TO: Kimberly Hartz, Chief Executive Officer
FROM: Ed Fayen, Executive Vice President and COO
SUBJECT: Capital Purchase – Shoulder Surgery Instrumentation

We will be having a new surgeon working in our Operating Room who specializes in Total Shoulder Arthroplasty starting in December. He will be utilizing two rooms simultaneously in our Operating Room similar to Dr.'s Dearborn and Sah. Since this is a procedure we have rarely done, we do not have the instrumentation. Extensive work has been completed by our Orthopedic Service Line Coordinator and our Sterile Processing Manager to obtain our instrumentation needs. Since two rooms will be utilized, we are requesting four of everything that will be needed for a case. Due to the amount of time it takes to decontaminate and sterilize instrumentation after it is used, these sets will give us adequate time to properly clean the instrumentation sets before they are needed later in the day.

These items were not included in the FY 2020 Capital Budget, but this will bring significant additional volume to the institution. The instrumentation will be purchased from various vendors for a total of \$137,433.48. The breakdown of the amount for each vendor is as follows:

Vendor	Amount
Zimmer Biomet	\$ 4,953.00
Tornier	\$ 2,846.00
Arthrex	\$ 75,937.00
Teleflex	\$ 29,773.20
ConMed	\$ 8,201.00
Innomed	\$ 15,723.28
	\$137,433.48

While this is not budgeted, the Foundation annually puts the proceeds of the annual golf outing into a fund to be used for surgical services. The fund currently has a balance of \$341,000. We would like to utilize this available money from the Foundation to purchase the shoulder surgery instrumentation.

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors authorize the Chief Executive Officer to proceed to utilize the surgical funds in the Foundation for the purchase of the Zimmer Biomet, Tornier, Arthrex, Teleflex, ConMed and Innomed shoulder surgery instrumentation in the amount of \$137,433.48.