



# Washington Township Hospital Development Corporation

2000 Mowry Avenue, Fremont, CA 94538-1716

February 22, 2016

## MEETING NOTICE

The annual meeting of the Board of Directors of the Washington Township Hospital Development Corporation will be held on Monday, February 29, 2016. The meeting will be held in the Board Room of Washington Hospital, and will commence at 7:30 a.m.

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

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

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

VANESSA TERRASAS  
Recording Secretary



# Washington Township Hospital Development Corporation

2000 Mowry Avenue, Fremont, CA 94538-1716

## AGENDA

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

**Monday, February 29, 2016 – 7:30 A.M.**  
**2000 Mowry Avenue, Fremont, CA 94538**  
**Board Room – First Floor**

**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call Vanessa Terrasas, Recording Secretary, at (510) 791-3438 for assistance so the necessary arrangements can be made.

|   | <b>PRESENTED BY:</b>                                     |
|---|--|
| <b>I. CALL TO ORDER</b>                                       | Chair  |
| <b>II. ROLL CALL</b>  | Vanessa Terrasas<br>Clerk                                |
| <b>III. CONSIDERATION OF MINUTES OF<br/>November 30, 2015</b> | <i>Motion Required</i>                                   |
| <b>IV. ELECTION OF OFFICERS</b>                               | <i>Motion Required</i>                                   |
| <b>V. COMMUNICATIONS</b><br>A. Oral<br>B. Written             |  |
| <b>VI. PRESIDENT AND CHIEF EXECUTIVE<br/>OFFICER REPORT</b>   | Nancy Farber<br>President and Chief<br>Executive Officer |

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|--------------|--|-------|
| <b>VII.</b>  | <b>CLOSED SESSION</b>  | Chair |
| <b>VIII.</b> | <b>ADJOURN TO OPEN SESSION &amp; REPORT ON<br/>CLOSED SESSION</b>      | Chair |
| <b>IX.</b>   | <b>OPEN SESSION</b><br>A. Report to Open Session<br><br>B. Action Item | Chair |
| <b>X.</b>    | <b>ADJOURNMENT</b>   | Chair |

**NEXT MEETING: MONDAY, JUNE 13, 2016**

The meeting of the Board of Directors of the Washington Township Hospital Development Corporation was held on November 30, 2015 in the Board Room of Washington Hospital, 2000 Mowry Avenue, Fremont, California. Chairman Sah called the meeting to order at 7:43 am.

*CALL  
TO  
ORDER*

Present: Russ Blowers, Shirley Buschke, Miro Garcia, Benn Sah, M.D., Nancy Farber, Chief Executive Officer

*ROLL  
CALL*

Absent: Tina Nunez, Associate Administrator

Also present: Kimberly Hartz, Sr. Associate Administrator, Ambulatory Care Services; Chris Henry, Associate Administrator/CFO; Michael Engle, Sr. Director Ambulatory Care Services; Vanessa Terrasas, Recording Secretary; Doug Penner, Chief Operating Officer, WTMF

Chairman Sah asked to observe a moment of silence for the passing of Director Stone.

*OTHER/MISC.*

Director Garcia had a question as to why the DEVCO Budget Estimate of fiscal year 2015/2016 operating revenue exceeds the total expenses although overall, there is a net loss. A motion was made by Director Garcia, seconded by Director Buschke, to approve the minutes of the meeting of August 8, 2015 with an explanation clarifying the impact of the minority interest in Washington Outpatient Surgery Center amount. The motion was carried by the following vote:

*APPROVAL OF  
MINUTES OF  
August 8, 2015*

Ayes: Directors Blowers, Buschke, Garcia and Sah

Noes: None

Absent: None

Abstain: None

Chairman Sah announced Director Buschke would serve as temporary Treasurer until such time as the Board of Directors takes action to appoint a permanent Treasurer.

*COMMUNICATIONS*

Ms. Farber explained that she would like to acknowledge Director Stone for the work he did while serving DEVCO, Washington Hospital and the district. There are plans to name a hospice room at the Hospital after Director Stone. The DEVCO Board members will be included in the invitation to attend the naming ceremony. More details to follow.

*PRESIDENT & CHIEF  
EXECUTIVE OFFICER  
REPORT*

Ms. Farber discussed the 'If You See Something, Say Something' campaign that will be initiated as a result of the recent acts of terrorist type of activity in California and throughout the world. All employees, including physicians, staff and volunteers within the Washington Hospital Healthcare System will be asked to be alert to unusual activity that may occur in the workplace or within the community in general. Any suspicious activity should be immediately reported to the Hospital Security or if within the community, to the police. Signs will be posted throughout the WHHS campus.

Ms. Hartz talked about the upcoming Beaker implementation. Beaker is a new Clinical Lab System that is a product of EPIC and therefore result in better integration between the lab and electronic medical record (EMR). A key benefit of the implementation is making it easier to get patient results.

*PRESIDENT & CHIEF  
EXECUTIVE OFFICER  
REPORT CONT'D*

Ms. Farber spoke about the ICD 10 update that took effect in October. This is a federally mandated requirement. The coding system includes a list of new codes to describe diseases, symptoms, etc. Washington Hospital will maintain both ICD 9 and ICD 10 systems for a period of time to accommodate payers who will not be able to accept the new ICD 10 codes.

Ms. Hartz explained that in August a pipe on the third floor of the 2299 Mowry building that houses the Washington Outpatient Surgery Center burst and flooded areas of the first and second floor of the WOSC. Due to the flooding, many of the surgery center staff and patient cases were moved to Washington Hospital as the main operating room 5 at the surgery center could not be used. The WOSC reopened the operating room on September 21<sup>st</sup>. Chris Henry is working on the insurance claim but said it could take approximately 6 months to process and receive any funds.

Ms. Farber provided an update on Lean. She noted there is organizational support from across the system including physicians. The Emergency Room embraced Lean as did other departments. Ms. Farber said she plans to keep the District and DEVCO Boards informed via DVD's. She noted the status report meetings that occur at the end of every Lean workshop on Friday mornings at 9 a.m. in the Anderson conference rooms, are open for all staff and board members to attend.

Ms. Hartz provided an update on construction of the parking structure and the Morris Hyman Critical Care Pavilion. Levels 6 and 7 of the parking structure are currently being worked on. Work is on schedule for completion in March 2016. Base isolators and moat walls are being built for the Critical Care Pavilion. The pavilion will be able to move 3 feet all around during an earthquake with the isolators and moat walls in place. The exterior of the pavilion will be completed in 2017. Work is on schedule for completion in June 2018.

Mr. Engle stated the American College of Radiology (ACR) conducted their review of the Radiation Oncology Center for a 3-year accreditation. It will take approximately 6 to 12 weeks to receive results.

Ms. Farber announced the Tree of Angels upcoming ceremonies. This event supports hospice care in the Tri-City area. The tree lighting ceremonies schedule is as follows:

- November 30<sup>th</sup> at 6 p.m. – McDonald’s (Mission Boulevard)
- December 7<sup>th</sup> at 6:30 p.m. – Newark (City Hall)
- December 10<sup>th</sup> at 5:30 p.m. – Union City (City Hall)

*PRESIDENT & CHIEF  
EXECUTIVE OFFICER  
REPORT CONT'D*

In accordance with Sections 1461, 1462, 32106 and 32155 of the California Health & Safety Code and Sections 54962 and 54954.5 of the California Government Code, Chairman Sah adjourned the meeting to closed session at 8:26 a.m.

*ADJOURN TO  
CLOSED SESSION*

Chairman Sah adjourned the meeting to open session at 9:25 a.m. He reported that no action was taken in closed session.

*ADJOURN TO OPEN  
SESSION*

The Washington Township Medical Foundation Budget Estimate of fiscal year 2015/2016 budget was presented for approval. The budget included total operating revenue of \$33,718,840 and total expenses of \$50,670,917 for a budgeted net loss of \$16,952,077. The Capital Budget is estimated at \$224,349.

*WASHINGTON  
TOWNSHIP MEDICAL  
FOUNDATION  
BUDGET ESTIMATE  
OF FY 2015-2016*

Director Blowers moved to accept the Washington Township Medical Foundation Budget Estimate of fiscal year 2015-2016. On a second from Director Garcia, the motion was carried with the following vote:

Ayes: Directors Blowers, Buschke, Garcia and Sah  
Noes: None  
Absent: None  
Abstain: None

There being no further business, the meeting adjourned at 9:26 a.m. The next meeting has yet to be determined.

*ADJOURNMENT*

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Benn Sah, M.D.  
Chairman

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Shirley Buschke  
Secretary and Interim Treasurer

Washington Township Hospital  
Development Corporation  
Summary Income Statement  
December 2015

|           | Current Month |           |                                      | Year-To-Date |              |                              |
|-----------|---------------|-----------|--------------------------------------|--------------|--------------|------------------------------|
|           | Actual        | Budget    | Favorable/(Unfavorable)<br>%         | Actual       | Budget       | Favorable/(Unfavorable)<br>% |
| 3,144     | 3,412         | (268)     | (7.9%) (1) Visits                    | 18,895       | 20,812       | (1,917) (9.2%)               |
| 291       | 516           | (225)     | (43.6%) (2) Treatments & Procedures  | 2,606        | 2,822        | (216) (7.7%)                 |
| 3,435     | 3,928         | (493)     | (12.6%) (3) Total                    | 21,501       | 23,634       | (2,133) (9.0%)               |
| 4,065,648 | 3,699,462     | 366,186   | 9.9% (4) Gross Revenue               | 19,635,986   | 21,636,980   | (2,000,994) (9.2%)           |
| 762,829   | 769,610       | (6,781)   | (0.9%) (5) Patient Revenue           | 4,990,822    | 4,608,875    | (381,947) (8.2%)             |
| 4,828,477 | 4,469,072     | 359,405   | 8.0% (6) Total Gross Revenue         | 24,226,608   | \$26,245,855 | (2,019,247) (7.7%)           |
| 2,264,645 | 2,037,275     | (227,370) | (11.2%) (7) Total Deductions         | 10,498,185   | 11,888,563   | 1,390,378 11.7%              |
| 55.7%     | 55.1%         | (0.6%)    | Contractual Percentage               | 53.5%        | 54.9%        | 1.5%                         |
| 2,563,832 | 2,431,797     | 132,035   | 5.4% (8) Net Revenue                 | 13,728,423   | 14,357,292   | (628,869) (4.4%)             |
| 878,323   | 760,897       | (117,426) | (15.4%) (9) Expenses                 | 4,857,770    | 4,510,684    | (347,086) (7.7%)             |
| 293,566   | 263,347       | (30,219)  | (11.5%) (10) Purchased Labor         | 1,556,158    | 1,533,440    | (22,718) (1.5%)              |
| 302,899   | 255,637       | (47,262)  | (18.5%) (11) Purchased Benefits      | 1,479,869    | 1,550,903    | 71,034 4.6%                  |
| 44,574    | 44,629        | 55        | 0.1% (12) Supplies                   | 264,613      | 267,776      | 3,163 1.2%                   |
| 196,721   | 239,919       | 43,198    | 18.0% (13) Contract Mgmt Services    | 1,321,628    | 1,332,252    | 10,624 0.8%                  |
| 181,972   | 216,932       | 34,960    | 16.1% (14) Professional Fees         | 1,155,981    | 1,171,823    | 15,842 1.4%                  |
| 9,824     | 15,634        | 5,810     | 37.2% (15) Purchased Services        | 84,469       | 88,817       | 4,348 4.9%                   |
| 79,351    | 78,957        | (394)     | (0.5%) (16) Legal and Audit          | 479,282      | 477,462      | (1,820) (0.4%)               |
| 15,543    | 17,451        | 1,908     | 10.9% (17) Depreciation and Amort    | 117,792      | 123,762      | 5,970 4.8%                   |
| 444,175   | 439,512       | (4,663)   | (1.1%) (18) Utilities                | 2,587,175    | 2,637,768    | 50,593 1.9%                  |
| 127,902   | 71,654        | (56,248)  | (78.5%) (19) Building Lease          | 763,640      | 412,778      | (350,864) (85.0%)            |
| 2,574,850 | 2,404,569     | (170,281) | (7.1%) (20) Other Expenses           | 14,668,377   | 14,107,463   | (560,914) (4.0%)             |
| (11,018)  | 27,228        | (38,246)  | (140.5%) (21) Total Expenses         | (939,954)    | 249,829      | (1,189,783) (476.2%)         |
| 73,437    | 101,298       | 27,861    | 27.5% (22) Net Operating Income/Loss | (32,523)     | 558,925      | 591,448 105.8%               |
| (84,455)  | (74,070)      | (10,385)  | (14.0%) (23) Minority Interest       | (907,431)    | (309,096)    | (598,335) (193.6%)           |