

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, March 8, 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; Patricia Danielson, RHIT, Jacob Eapen, MD. Directors absent: Michael Wallace

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

Nancy Farber, Chief Executive Officer, introduced Kristin Ferguson, Chief of Compliance to present the education session: Workplace Violence.

*EDUCATION SESSION:
Workplace Violence*

In 2014, SB 1299 was passed and signed into law requiring Cal/OSHA to develop Workplace Violence Prevention regulations for healthcare facilities by July 1, 2015. The SB 1299 regulations became effective April 1, 2017 requiring all hospital WPV incidents to report to Cal/OSHA. By April 2018, Hospital Workplace Violence Prevention Plans and staff education must be in place.

Workplace Violence includes the use of physical force against a hospital employee by a patient or a person accompanying a patient that results in, or has a high likelihood of resulting in injury, psychological trauma, or stress, regardless of whether the employee or staff member sustains a physical injury; an incident involving the use of a firearm or other dangerous weapon regardless of whether the employee or staff member sustains an injury.

Ms. Ferguson reviewed the four categories of workplace violence as defined by SB 1299 and the requirement for healthcare facilities to establish, implement, and maintain an effective WPVP plan at all times, in all in-patient and out-patient care settings. Ms. Ferguson outlined the eight required elements of the Workplace Violence Protection Plan and noted that revisions to the current plan will be made to ensure compliance with SB 1299 regulations will be in place by April 1, 2018. WPVP will also be incorporated into new physician orientation.

Special training is required for Emergency Department staff, Security staff, and Nursing Supervisors.

Ms. Ferguson reviewed the Cal/OSHA reporting requirements and SB 1299 recordkeeping requirements.

Director Stewart moved for approval of the minutes of February 8, 22, and 27, 2017.

*APPROVAL OF
MINUTES OF February
8, 22, 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.

Director Nicholson opened the floor to communications from the public. Kim Lake and Maria Vivanco, WHHS staff nurses, were invited to address the Board. They chose today, International Women's Day, to talk to the Board about their concerns with staffing during this high census period. Ms. Lake stated that morale was low and she raised concerns regarding having to use vacation days in order to get education. Ms. Vivanco, who is also the C.N.A. representative, presented the Board with a petition signed by nurses asking for reinstatement of a nurse who had been suspended.

*COMMUNICATIONS:
ORAL*

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

*COMMUNICATIONS:
WRITTEN*

Appointments:

Nair, Anil MD, Shah, Payal MD

Temporary Privileges:

Nair, Anil MD, Shah, Payal MD

Locum Tenens

Chao, Lissette, PA-C

Reappointments:

Achanta, Kranthi MD, Aderson, Steven MD, Andreson, Joseph MD, Chen, Xiaochuan MD, Ellner, Laurence MD, Goehner, Paul MD, Habibi, Ali MD, Hung, Sammy MD, Khetrapal, Rabin MD, Kilaru, Prasad MD, Kishiyama, Jeffrey MD, Larson, David MD, Laver, David DPM, Lewis, David MD, Liang, Mark MD, Lin, Jinn MD, Louis, Jennifer MD, Low, Kenneth MD, Singh, Geeta MD, Smith, Brian MD, Spears, Robert MD, Vora, Samir MD, Wat, Norman DDS, Wilson, Byron MD, Wilson, Vanessa MD

Transfer in Staff

Chen, Xiaochuan MD, Lam, Michael MD, Wat, Norman DDS

Completion of Proctoring & Advancement in Staff Category

Beygui, Ramin MD

Completion of Proctoring Prior to Eligibility & Advancement in Staff Category

Caldwell, Katherine MD

Extension of Proctoring and Provisional Category

Syed, Ghufuran MD, Tran, Michael MD, Wasieleski, Lindsay MD

Delete Privilege Requests

Anderson, Steven MD, Hung, Sammy MD, Spears, Robert MD, Wilson, Byron MD

Withdrawal of Application

Bains, Tarunpreet MD, Jaiswal, Rohit CCP, Rosen-Levin, Elise MD, Rounds, Allison CCP, Towers, Barry CCP

Resignations

Aldeguer, Ylaine MD, Asfour, Ramzi MD, Assali, Albert MD, Lee, Edwin MD, Manjuck, Janice MD, Nguyen, Christopher MD, Sung, Yon MD

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

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 Service League Annual Meeting was held February 14, 2017. The past presidents plaque will be presented to the membership at the Volunteer Appreciation luncheon scheduled for April. The Gift Shop inventory is completed.

*SERVICE LEAGUE
REPORT*

Ms. Jackson attended the California Association of Hospitals Health Systems Volunteer Leadership Conference in San Diego which consisted of general sessions and group workshops on various topics. Ms. Jackson was invited to participate on a panel of Gift Shop managers. Total staffing hours for the month of February: 2,653 hours.

Dr. Kranthi Achanta reported there are 593 Medical Staff members which includes 354 active members.

*MEDICAL STAFF
REPORT*

The Hospital Calendar video highlighted the following events:

*HOSPITAL CALENDAR:
Community Outreach*

Past Health Promotions & Outreach Events

During the month of February, Lucy Hernandez, Community Outreach Project Manager, provided two hand hygiene presentations for students at Delaine Eastin Elementary School in Union City. Information was provided on proper hand washing and hygiene to prevent infection and the spread of germs. 55 students participated.

On Sunday, February 12th, as part of the Speaker's Bureau program, Carmencita Agcaoili, critical care medicine, presented Myths of Critical Care and Respiratory Diseases, to the members of St. Joseph Parish. 50 people attended

On Thursday, February 16th, from 6:30 to 8:30 pm, as part of the Speaker's Bureau program, Kristi Caracappa, Health Insurance Information Service Coordinator, presented "Medicare Options" to the members of the Calvary Chapel Church in Fremont. 17 people attended.

On Friday, February 17th, Washington Sports Medicine provided athletic trainers and host a first aid booth at the Special Olympics basketball tournament at Newark Memorial High School in Newark. 367 student athletes participated.

On Thursday, February 23rd, from 6 to 8 pm, Dr. Prasad Katta, endocrinologist, presented, "Symptoms of Thyroid Problems: What You Should Know." 52 people attended.

On Thursday, March 2nd, from 7 to 8 pm, as part of the Diabetes Matters Series, Luanne Sadueste, RN, presented, "Managing Your Time With Diabetes." 21 people attended.

On Saturday March 4th, from 9 am to 2 pm, Washington Hospital staffed a booth at the Mark Green Sports Center's 10 Year Anniversary Block Party Health Fair in Union City. Dr. Steven Zonner, family practice and sports medicine specialist also demonstrated EyeSync, a new state-of-the-art tool to improve concussion detection. Over 300 people attended and 34 were screened.

On Tuesday, March 7th, from 1 to 3 pm, Dr. Arun Srivatsa, gastroenterologist, presented "Digestive Health: What You Need to Know." 95 people attended.

Also on Tuesday, March 7th, as part of the Stroke Education Series, Melissa Reyes, RN, will present "Introduction to Stroke" and "Risk Factors for Stroke." 11 people attended.

Upcoming Health Promotions & Community Outreach Events

On Saturday, March 11th, from 10 am to 1 pm, Washington Hospital will host Stroke Awareness Day. This event screens community members for carotid artery blockage, atrial fibrillation and provides cholesterol, glucose and blood pressure screenings. This event is co-sponsored by Fremont Bank Foundation. Appointments are available for screenings at this event.

On Monday, March 13th, from 1 to 3 pm, as part of the Speaker's Bureau program, Maggie Guting, RD, will present "Nutrition and Cooking for Brain Health" to Fremont, Union City and Newark Senior Commissioners at the Newark Senior Center.

On Thursday, March 16th, from 7 to 8:30 pm, as part of the Women Empowering Women series, Dr. Victoria Leiphart, gynecologist, will present "Complementary Therapies for Depression and Anxiety."

On Tuesday, March 21st, from 1 to 3 pm, Vijaya Dudyala, internal medicine, will present "Strategies to Help Lower Your Cholesterol and Blood Pressure."

The presentation will be held at the Washington Township Medical Foundation Nakamura Clinic Conference Room, located at 33077 Alvarado-Niles Road in Union City.

On Tuesday, April 4th, from 6 to 8 pm, as part of the Stroke Education Series, Dr. Ash Jain, cardiologist, and Melissa Reyes, RN, will present "Acute Management of Stroke" and "Chronic Care and Stroke Rehabilitation."

On Thursday, April 6th, from 7 to 8 pm, as part of the Diabetes Matters Series, Dr. Jack Meyer, endocrinologist, will present, "Living With Diabetes: A Patient's Perspective."

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.

Washington Hospital Healthcare Foundation

Washington Hospital Healthcare Foundation will host the 32st Annual Golf Tournament at Castlewood Country Club on Monday, April 24th. Held in memory of long-time Fremont businessman, Gene Angelo Pessagno, the tournament promises a day of great golf and fun surprises.

*HOSPITAL CALENDAR:
Washington Hospital
Foundation Report*

Washington Township Healthcare District Board of Directors Report

Washington Township Healthcare District Board Members attended the League of Volunteers' Elegant Affair on February 10th, the Newark Chamber of Commerce Business Luncheon, with a special presentation by Ed Fayen, Senior Associate Administrator, titled "The Future of Healthcare in our Community" on February 23rd, the Fremont Education Foundation's Excellence in Education Gala on February 24th and Abode Services' Journey Home Breakfast on March 3rd.

*WASHINGTON
TOWNSHIP
HEALTHCARE
DISTRICT:
Board of Directors Report*

WHEA is gearing up to hold its annual Sock and Undie drive during the month of March. The drive will benefit those at both SAVE and ABODE Services. Along with WHEA, individual hospital employees are encouraged to donate, socks, undergarments, diapers and personal care items to those in need.

*HOSPITAL CALENDAR:
WHEA*

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

During the month of February, 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.

*HOSPITAL CALENDAR:
Washington On Wheels
Mobile Health Van*

The W.O.W. Clinic also provided 12 influenza vaccines to our community members at Centro de Servicios in Union City and Abode services in Fremont.

The total number of community members receiving health care from the Washington On Wheels Clinic during the month of February was 45.

Internet and Social Media Marketing

There were 41,667 visits to the hospital website in the month of February. The hospital's Employment section was the most viewed webpage with 54,133 page views, followed by the About WHHS section with 21,559 page views and the Physicians section with 18,185 page views. The Volunteers section had 6,570 page views and the Women's Health & Pregnancy section had 3,150 page views.

The Hospital's social media presence is measured through total reach and engagement stats. The total reach for the month of February was 80,356.

InHealth - Channel 78

During the month of February, Washington Hospital's cable channel 78, InHealth, captured new programming including two Health and Wellness programs called "Understanding Mental Health Disorders" and "Symptoms of Thyroid Problems"

In addition, InHealth aired the February District Board of Directors meeting; a Diabetes Matter program titled "Open Enrollment: Navigating Insurance with Diabetes" and a Palliative Care Community Presentation called "Palliative Care — How Can This Help Me?"

Awards and Recognitions

Washington Hospital's cable channel 78, InHealth, received three Telly Awards for programming titled "Inside Washington Hospital: Advanced Treatment of Aneurysms, Inside Washington Hospital: Advanced Treatment of Aneurysms, and Zika Virus, a public service announcement."

The Telly Awards is the premier award honoring the best in TV/Cable, Digital/Streaming and Non-Broadcast productions. Founded in 1979 and now in its 38th season, the Telly is one of the most sought-after awards by industry leaders from large international firms, to local production companies and ad agencies. With the quantity and quality of non-broadcast, local cable and online internet video productions on the rise, the Telly Awards receive over 13,000 entries worldwide every year.

Employee of the Month

Wubnesh Yelma, certified nurse assistant on 6 West, is the March Employee of the Month. Wubnesh joined Washington Hospital in 2015 and quickly earned admirations from her fellow employees. She provides exceptional care to our patients and exemplifies compassion and commitment. Her coworkers expressed "she has an extra measure of pride in her work, advocate for patients, and a talent for cooperating with and supporting other staff members.

Nancy Farber introduced Donald Pipkin, Chief of Strategic Management. Mr. Pipkin presented Lean Certificates and Pins to Bryant Welch, BA, UPM; Daniel Nardoni, MBA; Jennifer Pomba; Katie Choy, DNP, RN-BC, CNS, NEA-BC; and Kimberly Hartz, MSc upon completion of their Lean Certification Training. This is a 12-18 month process that requires proficiency in Lean concepts and tools.

*HOSPITAL
CALENDAR:
Internet and Social
Media Marketing*

*HOSPITAL
CALENDAR:
InHealth*

*HOSPITAL
CALENDAR:
Awards & Recognitions*

*HOSPITAL
CALENDAR:
Employee of the Month –
Wubnesh Yelma*

*LEAN/KAIZAN
UPDATE
Lean Leader
Certification*

Ed Fayen presented the construction update on the Morris Hyman Critical Care Pavilion sharing photographs of the hard lid ceiling on the ground floor, the ceiling grid in the Biomed workshop on the ground floor, soffit framing and recessed lighting cans at the nursing station on the first floor, the interior walls painted in the physicians' work area on the first floor, main lobby area on the first floor, drywall in progress on the second floor, the electrical power in the second floor electrical room, drywall in progress on the third floor, installation of the wire sculpture in the north exterior courtyard area on the third floor, and the electrical equipment and wall construction in the penthouse. Mr. Fayen also included photographs of the CDU mock-up room and the ICU/CCU mock-up room currently located at the 1900 building. Mr. Fayen noted that the project is running on time and on budget.

*CONSTRUCTION
REPORT
Construction Update*

Nancy Farber introduced Dianne Martin, M.D. to present the Quality Report on Antimicrobial Stewardship, a program that is endorsed / required by the California Department of Public Health, The Joint Commission, CMS, the CDC and the White House. The Joint Commission requires (effective January 1, 2017) that the hospital has an antimicrobial stewardship program based on current scientific literature and that this be established as an organizational priority. The hospital must educate staff and licensed independent practitioners involved in antimicrobial ordering, dispensing, administration, and monitoring about antimicrobial resistance and antimicrobial stewardship practices upon hire or periodically thereafter based on need.

*QUALITY REPORT:
Antimicrobial
Stewardship*

The hospital must educate patients and their families as needed regarding the appropriate use of antimicrobial medications including antibiotics. The hospital must have an antimicrobial stewardship multidisciplinary team that includes ID physician, pharmacist, infection preventionist, and practitioner. The hospital's antimicrobial stewardship program must include the following core elements: Leadership Commitment, Accountability, Drug Expertise, Action, Tracking, Reporting, and Education. Antimicrobial stewardship must use organization-approved multidisciplinary protocols and must collect, analyze, and report data on its AMS program. The hospital must take action on improvement opportunities identified in its antimicrobial stewardship program.

Chris Henry, Chief Financial Officer, presented the Finance Report for January 2016. The average daily census was 214.6 with admissions of 1,216 resulting in 6,652 patient days. Outpatient observation equivalent days were 187. The average length of stay was 4.93 days. The case mix index was 1.464. Deliveries were 143. Surgical cases were 416. Joint Replacement cases were 157. Neurosurgical cases were 32. Cardiac Surgical cases were 12. The Outpatient visits were 6,747 and Emergency visits were 4,916. Total productive FTEs were 1,470.2. FTEs per adjusted occupied bed were 5.33.

FINANCE REPORT

Nancy Farber presented the Hospital Operations Report for February 2017. Preliminary information indicated gross revenue for the month of February at approximately \$179,834,000. The Average Length of Stay of 5.46 and there were 5,616 patient days. There were 345 Surgical Cases and 377 Cath Lab procedures at

*HOSPITAL
OPERATIONS REPORT*

the Hospital. Deliveries for January were 120. Non-Emergency Outpatient visits were 6,322. FTEs per Adjusted Occupied Bed were 5.69. The Washington Outpatient Surgery Center had 400 cases and the clinics saw approximately 3,904 patients.

Director Nicholson stated: *"Tonight, we have an action item regarding the issuance of revenue bonds by the District. A representative from our Bond Counsel firm, Graham Beck of Nixon Peabody LLP, and our financial advisor, Gordon Howie, are present and available to answer any questions regarding this item."*

"Item A on the Agenda, Resolution No. 1178l, Resolution Approving the Issuance and Sale of Certain Revenue Bonds of the District in an Aggregate Principal Amount Not to Exceed \$46,000,000, Approving the Execution and Delivery of a Supplemental Indenture, a Continuing Disclosure Agreement, a Preliminary Official Statement and Certain Other Actions Related Thereto."

Ms. Farber commented: *"The District is permitted to issue two types of bond financing: (1) General Obligation Bonds – These bonds can be used to finance construction only. The debt service on general obligation bonds is paid by the residents of the District. (2) Revenue Bonds – Revenue Bonds can be used to finance construction and equipment. The debt service on revenue bonds is paid by the operations of Washington Hospital Health Care System. Neither type of bond financing can be used to fund District operations. Tonight we are seeking Board of Directors' permission to issue revenue bonds intended to provide the remainder of the funds needed to complete the construction of the Morris Hyman Critical Care Pavilion. Any residual funds remaining once construction is completed may be used to purchase equipment."*

Director Danielson moved for adoption of Resolution No. 1178, which is the Resolution of the Board of Directors of Washington Township Health Care District approving the issuance and sale of certain revenue bonds of the District in an aggregate principal amount not to exceed \$46,000,000, approving the execution and delivery of a supplemental indenture, a continuing disclosure agreement, a preliminary official statement and certain other actions related thereto.

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 Danielson moved that the Board of Directors authorize the Chief Executive Officer to proceed with the equipment and epic build hours requested for the transition of the Wound Care and

CONSIDERATION OF
RESOLUTION No. 1178
APPROVING THE
ISSUANCE AND SALE
OF CERTAIN REVENUE
BONDS OF THE
DISTRICT IN AN
AGGREGATE
PRINCIPAL AMOUNT
NOT TO EXCEED
\$46,000,000,
APPROVING THE
EXECUTION AND
DELIVERY OF A
SUPPLEMENTAL
INDENTURE, A
CONTINUING
DISCLOSURE
AGREEMENT, A
PRELIMINARY
OFFICIAL STATEMENT
AND CERTAIN OTHER
ACTIONS RELATED TO
THEREFOR

APPROVAL OF CENTER
FOR WOUND HEALING
AND HYPERBARIC
MEDICINE

Hyperbaric Medicine Center for an amount not to exceed \$233,851.

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 Nicholson moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of a BARD Site Rite 8 Ultrasound machine for a total amount not to exceed \$36,107.63.

*APPROVAL OF
ULTRASOUND SITE
RITE 8*

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 Health & Safety Code Sections 1461, 1462 and 32106 and Government Section 54954.5(h) Director Nicholson adjourned the meeting to closed session at 8:05 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 8:50 pm and reported no action was taken in closed session.

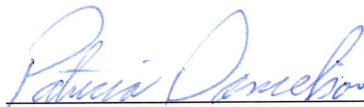
*RECONVENE TO OPEN
SESSION & REPORT ON
CLOSED SESSION*

There being no further business, Director Nicholson adjourned the meeting at 8:40 pm.

ADJOURNMENT



William Nicholson, MD
President



Patricia Danielson, RHIT
Secretary