

A meeting of the Board of Directors of the Washington Township Health Care District was held on Wednesday, January 10, 2018 in the Conrad E. Anderson, MD Auditorium, 2500 Mowry Avenue, Fremont, California. Director Wallace 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: Michael Wallace; Bernard Stewart, DDS; Jacob Eapen, MD; William Nicholson, MD. Directors absent: Patricia Danielson, RHIT

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, Kristin Ferguson, Mary Bowron, Albert Brooks MD, Larry Bowen, John Lee, Rob Lanci, Paul Kozachenko, Alan Spira MD,

Nancy Farber, Chief Executive Officer introduced Alan Spira MD, Department of Emergency Medicine and Captain in the Marine Corps, U.S. Navy. Dr. Spira began with a definition of Mass Casualty Incidents and crisis types, including natural disasters, terrorist attacks, civil disturbances, and HAZMAT incidents. He spoke of the initial panic/confusion, determination of who is in command, the control of the scene and environs, various communication failures and logistical failures and interference from spectators and media – all of which influence the triage of victims. He noted that “triage” is the process of prioritizing and treating patients and talked about the differences between triaging patients in daily practice versus in mass casualty events; in a mass casualty event some people will not get treatment with the goal being to do the most good for the most people.

*EDUCATION SESSION:
Triage in Mass Casualty
Situations*

Dr. Spira explained the different levels of triage based on military determination: Immediate, Delayed/Urgent, Minor/Minimal, and Expectant. Immediate: the most critical WHO CAN BE SAVED. Urgent/Delayed: the Gray Zone; more difficult to decide. Minor: the Walking Wounded. Expectant: no chance of survival. He reviewed the START Adult Triage flow chart and covered the ethical issues of mass casualty triage.

Dr. Spira reviewed the specifics of several notable mass casualty incidents and the responses of those hospitals which treated the casualties. The incidents included the October 2017 Las Vegas shooting and the response from Sunrise Medical Center; the June 2016 Bronx Lebanon Hospital shooting; the December 2015 San Bernadino terrorist attack and the responses from Loma Linda University Medical Center and Arrowhead Regional Medical Center; the June 2016 Pulse Nightclub terrorist attack and the response from Orlando Regional Medical Center.

Dr. Spira noted that the best responses to mass casualty incidents were directly related to quick and complete communication from the field, immediate activation of Command Center, good triaging practices in the emergency departments, and the multiple disaster drills/planning (tabletop drills, full-scale ED drills both day and night, yearly full scale community exercise involving PD and EMS sufficient to stress the ED even as they were seeing real patients).

Director Stewart moved for approval of the minutes of December 13, 18, and 19, 2017.

*APPROVAL OF
MINUTES OF December
13, 18, and 19, 2017*

Director Nicholson seconded the motion.

Roll call was taken:

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

The motion carried.

There were no oral communications.

*COMMUNICATIONS:
ORAL*

The following written communication received from Timothy Tsoi, MD., Chief of Staff, dated December 19, 2017 requesting approval of Medical Staff Credentialing Action Items as follows:

*COMMUNICATIONS:
WRITTEN*

Appointments

Arcilla, Lisa MD; Djavaheerian, Caesar MD; Rajeal, Sheeva MD

Temporary Privileges

Kennedy, Daniel MD; Rajeal, Sheeva MD

Reappointments – Two Year

Jain, Aditya MD; Lunny, Peter MD; Sehgal, Rohit MD; Tsai, Shirley MD; Wang, Albert MD; Way, Jaelyn MD

Reappointments – One Year

Ali, Zulfiqar MD; Beygui, Ramin MD; Kudaravalli, Padmavathi MD; Thomas, Jeffrey MD

Transfer in Staff Category

Chang, Shurong MD; Naing, Lin Htut MD

Completion of Proctoring & Advancement in Staff Category

Chang, Shurong MD; Naing, Lin Htut MD; Nair, Lakshmi MD; Bhatti, Naveenpal MD; Wang, Yi-Chiun MD

Completion of Proctoring Prior to Eligibility for Advancement in Staff Category

Chickaballapur, Ajith MD

Extension of Proctorship and Provisional Category

Hsieh, Kisseng MD; Kang, Young MD

New Privilege Requests

Karamloo, Sara DPM; Keyhan, Sanaz MD

Delete Privilege Requests

Carnes, Stephanie PA-C; Jain, Aditya MD; Phan, Hieucam MD; Sehgal, Rohit MD;
Sunkavalley, Rao MD

Withdrawal of Application

Ghilarducci, David MD

Request to Return from Leave of Absence

Cohen, Erik MD

Resignations

Joshi, Chelsea PA-C; Kawada, Carol MD

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

Director Nicholson seconded the motion.

Roll call was taken:

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

The motion carried.

Debbie Jackson, Service League, reported on the Service League activities. The Gift Shop's sales for December will probably come close to what they did in November which was very good. The Annual meeting is scheduled for February 13th and invitations have been sent out. There was no orientation in December. The total volunteer staffing hours for the month of December 2017: 2,375.

*SERVICE LEAGUE
REPORT*

Dr. Timothy Tsoi reported there are 579 Medical Staff members which includes 337 active members.

*MEDICAL STAFF
REPORT*

The Hospital Calendar video highlighted the following events:

*HOSPITAL CALENDAR:
Community Outreach*

Past Health Promotions & Outreach Events

In support of OneChild and East Bay Agency for Children on Tuesday, December 12th, the Washington Hospital Management Staff donated hundreds of gifts including bicycles, clothing and toys to Tri-City area families in need. The families were identified through OneChild and East Bay Agency for Children. Founded by Bernie Dutra, OneChild is a non-profit organization dedicated to providing underserved children with new clothing, school supplies and holiday gifts. Mrs. Dutra's passion to provide all children with the basic necessities for success in school has allowed OneChild to serve over 5,000 children to date. East Bay Agency for Children manages the Healthy Start program for Fremont and Newark Unified School Districts

Upcoming Health Promotions & Community Outreach Events

On Thursday, January 18th, from 7:00 to 8:30 p.m., Dr. Victoria Leiphart, gynecologist, will kick off the 2018 series of "Women Empowering Women." Dr. Leiphart will provide a 30-minute lecture followed by a one hour open discussion regarding women's issues.

On Thursday, February 1st from 3:30 to 6 p.m., the Washington Sports Medicine Program will host sports physicals at Newark Memorial High School. High School athletes from all sports in the Fremont, Newark and Union City area are welcome. The cost is \$20. All proceeds will be donated back to the schools for their sports medicine programs.

On Thursday February 1st from 6 to 8 p.m., as part of the Diabetes Matters Series, Vida Reed, RN, will present "Diabetes 101"

The Washington Township Medical Foundation will host two community Open House events. On February 1st at the Newark clinic and on February 7th at the Nakamura clinic in Union City. Both events are from 6 to 8 p.m. Community members are invited to visit the health care facility conveniently located in their neighborhoods.

On Thursday February 8th from 6:30 to 8 pm, Washington Hospital will launch the 2018 Mental Health Educational Series. Mental Health is an area that merits increased education and information regarding available resources. This eight-part comprehensive series will feature expert speakers on various area of mental health. Participants are not required to attend every class.

On Tuesday, February 13th from 10 a.m.to noon, as part of the 2018 Stroke Education Series, Melissa Reyes will present "Stroke Prevention." The goal of this two-part series is to educate community members about prevention, symptoms, and what to do if you are experiencing signs of a stroke.

On Tuesday, February 20th from 10 a.m.to noon, Melissa Reyes will present "Life After Stroke." This presentation provides an overview to better understand your condition and how to move forward after a stroke.

On Wednesday, February 20, from 1 to 3 p.m., Dr. Catherine Dao, Cardiologist, will present: Women's Heart Health. Dr. Dao will discuss the critical signs of heart disease and heart attack that females can experience.

Washington Hospital Healthcare Foundation

Washington Hospital Healthcare Foundation received two community gifts in December. Students in the Leos Club of James Logan High School and students from Mission Valley Elementary School created hand-made holiday cards for Hospital inpatients which cards were delivered to patients by the Food & Nutrition staff. On December 28th, Wooly Warmth delivered a large collection of hand-knitted items for pediatric patients to Maternal Child Health. Wooly Warmth is a group of volunteers who provide handmade, knitted and crocheted warm clothing to the families of newborns to keep their little ones warm and comfortable.

*HOSPITAL CALENDAR:
Washington Hospital
Foundation Report*

The Foundation will host the 33rd Annual Golf Tournament at Castlewood Country Club on Thursday, May 3, 2018.

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

The Red Cross has issued an urgent appeal for blood donations. The extreme weather across the nation has resulted in cancellations of numerous blood drives. In response to this need, on Tuesday, January 30, the *Washington Hospital Employee Association, WHEA*, will sponsor a blood drive from noon to 6 p.m. in Anderson Auditorium. Community members are encouraged to donate.

*WASHINGTON
TOWNSHIP
HEALTHCARE
DISTRICT:
Washington Hospital
Employee Association,
W.H.E.A.*

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

During the month of December, the Washington On Wheels Mobile Health Clinic (W.O.W.) continued to serve community members in the North Bay impacted by the October wild fires. Damage to the Santa Rosa Community Health Vista clinic created a need for our mobile clinic.

*HOSPITAL CALENDAR:
Washington On Wheels
Mobile Health Van*

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, Women's Health and Pregnancy, and Physician Finder.

*HOSPITAL
CALENDAR:
Internet and Social
Media Marketing*

InHealth - Channel 78

During the month of December, Washington Hospital's cable channel 78, InHealth, captured a Diabetes Matters program called "How to talk to your Doctor"

*HOSPITAL
CALENDAR:
InHealth*

In addition, InHealth aired the December Board of Directors meeting, and the following programs: Updated Treatments for Knee Pain; Getting Through the Holidays When You are Grieving; Learn the Signs and Symptoms of Sepsis; Vitamins & Supplements, How Useful are They?; and a presentation on the National Hospital Rating System for Quality and Patient Safety.

Employee of the Month

Our January Employee of the Month is Jennifer Nunes-Horner who participated in a 2002 high school independent study program at age 16. She is now part of Washington Hospital's transport team, seeing approximately 30 patients per day. She is currently a student at Ohlone College, soon to earn her Associate of Arts degree. She will then apply to nursing school and pursue a bachelor's degree from a local university.

*HOSPITAL
CALENDAR:
Employee of the Month –
Jennifer Nunes-Horner*

Jennifer finds time to raise money for Unravel Pediatric Cancer, a non-profit organization that has touched her heart, and co-chaired an annual fundraiser for that organization which raised \$81,000.

Nancy Farber introduced Kimberly Hartz, Sr. Associate Administrator. Ms. Hartz presented a Lean Certificate and Pin to John Lee upon completion of his Lean Certification Training. This is a 12-18 month process that requires proficiency in Lean concepts and tools. To date, we have certified twenty-nine Managers and two Physicians.

*LEAN/KAIZAN
UPDATE
Presentation of Lean
Certificate and Pin*

Ed Fayen presented the construction update on the Morris Hyman Critical Care Pavilion sharing photographs of the PBX room on the ground floor; first floor nurse station; new emergency department waiting room; atrium skylight area; second floor men's restroom; second floor west side landscape garden area; sink installation in third floor patient room; third floor medication room; third floor doctors' charting room; excavation, rebar and block-outs for ED entrance canopy footing on the south side; excavation, fabric and rebar for footings on the new loading dock; relocated RO/DI water system; and ending with the Site View. The construction timeline was reviewed and Mr. Fayen noted that the construction is proceeding on time and within budget although the contingency amounts are shrinking.

*CONSTRUCTION
REPORT
Construction Update*

Mary Bowron, Senior Director of Quality and Resource Management gave a presentation on Influenza Prevention and the severe surge of flu cases currently being experienced in California. She outlined the steps taken at WHHS to help prevent/mitigate influenza and what the community members can do to protect themselves and their families. The regulatory updates for 2018 were reviewed including the hand hygiene compliance requirements effective January 1, 2018. Ms. Bowron talked about the annual risk assessment performed to evaluate risk of hospital acquired infections and the involvement of Infection Prevention in all construction projects to prevent transmission of infectious agents to vulnerable patient populations, health care workers, and hospital visitors.

*QUALITY REPORT:
Washington Hospital
Infection Prevention
Program Update*

Ms. Bowron discussed the collaboration with Environmental Services and other ancillary staff in preventing infectious disease transmission. Other items covered included Antimicrobial Stewardship, tuberculosis surveillance, and the policies related to carbapenem resistant enterobacteriaceae (CRE) and C-diff. Education sessions for the community include physician-led education sessions, public service announcements through InHealth, and education on the latest national outbreaks and concerns.

Chris Henry, Chief Financial Officer, presented the Finance Report for November 2017. The average daily census was 157.8 with admissions of 1,022 resulting in 4,735 patient days. Outpatient observation equivalent days were 122. The average length of stay was 4.37 days. The case mix index was 1.451. Deliveries were 148. Surgical cases were 362. Joint Replacement cases were 146. Neurosurgical cases were 23. Cardiac Surgical cases were 11. The Outpatient visits were 7,228 and Emergency visits were 4,031. Total productive FTEs were 1,293.4. FTEs per adjusted occupied bed were 7.06.

FINANCE REPORT

Nancy Farber presented the Hospital Operations Report for December 2017. Preliminary information indicated gross revenue for the month of December at approximately \$174,741,000. The Average Length of Stay of 4.68 and there were 5,225 patient days. There were 353 Surgical Cases and 336 Cath Lab procedures at the Hospital. Deliveries for December were 155. Non-Emergency Outpatient visits were 6,877. FTEs per Adjusted Occupied Bed were 6.59. The Washington Outpatient Surgery Center had 461 cases and the clinics saw approximately 3,803 patients.

*HOSPITAL
OPERATIONS REPORT*

Director Stewart moved that the Board of Directors authorize the Chief Executive Officer to execute a Right of Way Agreement (including the grant of the Temporary Construction Easement) for the period November 1, 2017 through January 31, 2019 between the District and the City of Fremont in a form substantially as described in this Memorandum to the Board of Directors; in addition, the Chief Executive Officer is authorized to take any and all further actions which, in the determination of the Chief Executive Officer, are necessary to accomplish the foregoing.

*CONSIDERATION OF
FIFTEEN MONTH
EXTENSION FOR
PREVIOUSLY GRANTED
TEMPORARY
CONSTRUCTION
EASEMENT*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors authorize the Chief Executive Officer to approve the appropriate contracts to purchase hardware and implementation services in an amount not to exceed \$214,860.00.

*CONSIDERATION OF
PACS UPGRADE*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of the Medistim MiraQ Ultimate Patency Verification System with Imaging in an amount not to exceed \$175,000.00.

*CONSIDERATION OF
MEDISTIM MIRAQ*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts to proceed with the purchase of the Philips Healthcare Software & Network upgrade and Patient Link replacement for a total amount not to exceed \$190,000.00.

*CONSIDERATION OF
PHILIPS HEALTHCARE
SOFTWARE &
NETWORK UPGRADE
AND PATIENT LINK
REPLACEMENT*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors authorize the Chief Executive Officer to approve the appropriate contracts for the purchase of the Hill-Rom Allen Table in an amount not to exceed \$112,192.58.

*CONSIDERATION OF
HILL-ROM ALLEN
TABLE*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors adopt Resolution No. 1184 which will provide a construction budget amendment of the pipe project for the kitchen for an amount not to exceed \$1.3 million and to authorize the Chief Executive Officer to complete all appropriate contractual documents to complete this project.

*CONSIDERATION OF
RESOLUTION No. 1184
FOR BUDGET
AMENDMENT TO
KITCHEN PIPE
PROJECT*

Director Nicholson seconded the motion.
Roll call was taken:

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

The motion carried.

In accordance with District Law, Policies and Procedures, Director Stewart moved that the Board of Directors reappoint Benn Sah MD, Russ Blowers, Miro Garcia,

*CONSIDERATION OF
REAPPOINTMENT TO
THE WASHINGTON*

Gloria Villasana Fuerniss, and Jeannie Yee to the Washington Township Hospital Development Corporation for the 2018 calendar year.

*TOWNSHIP HOSPITAL
DEVELOPMENT
CORPORATION
(DEVCO)*

Director Nicholson seconded the motion.

Roll call was taken:

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

The motion carried.

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

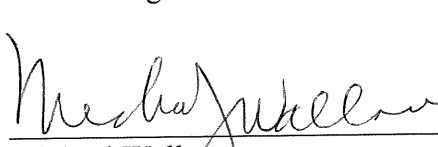
*ADJOURN TO CLOSED
SESSION*

Director Wallace reconvened the meeting to open session at 9:15 pm and reported no action was taken in closed session.


*RECONVENE TO OPEN
SESSION & REPORT ON
CLOSED SESSION*

There being no further business, Director Wallace adjourned the meeting at 9:15 pm.

ADJOURNMENT



Michael Wallace
President



William Nicholson, MD
Secretary