



# Washington Township Health Care District

2000 Mowry Avenue, Fremont, California 94538-1716 | 510.797.1111

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, May 15, 2023 – 6:00 P.M.

Board Room of Washington Hospital, 2000 Mowry Avenue, Fremont and via Zoom

<https://zoom.us/j/94002100338?pwd=V1cyYmppRkdQYzBGZ0VESzF4SFVOdz09>

Passcode: 965598

Board Agenda and Packet can be found at:

[May 2023 | Washington Hospital Healthcare System \(whhs.com\)](https://www.whhs.com)

## AGENDA

### PRESENTED BY:

- |                                                                                                                                                                                                                                                                                                                                                                                 |                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>I. CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</b>                                                                                                                                                                                                                                                                                                                              | Bernard Stewart, DDS<br>Board President |
| <b>II. ROLL CALL</b>                                                                                                                                                                                                                                                                                                                                                            | Cheryl Renaud<br>District Clerk         |
| <b>III. COMMUNICATIONS</b>                                                                                                                                                                                                                                                                                                                                                      |                                         |
| A. Oral<br><i>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 on the agenda and within the subject matter of jurisdiction of the Board. "Request to Speak" cards should be filled out in advance and presented to the District Clerk. For the record, please state your name.</i> |                                         |
| B. Written                                                                                                                                                                                                                                                                                                                                                                      |                                         |
| <b>IV. CONSENT CALENDAR</b><br><i>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.</i>                                                                                                   | Bernard Stewart, DDS<br>Board President |
| A. Consideration of Appointment of Radiation Safety Officer: Dr. Sunil Upender                                                                                                                                                                                                                                                                                                  | <i>Motion Required</i>                  |

**V. ACTION**

**VI. ANNOUNCEMENTS**

**VII. ADJOURN TO CLOSED SESSION**

A. Conference involving Trade Secrets pursuant to  
Health & Safety Code section 32106

B. Conference involving Personnel Matters: Chief  
Executive Officer

**VIII. RECONVENE TO OPEN SESSION & REPORT  
ON PERMISSIBLE ACTIONS TAKEN DURING  
CLOSED SESSION**

Bernard Stewart, DDS  
Board President

**IX. ADJOURNMENT**

Bernard Stewart, DDS  
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.*



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# Memorandum

**Agenda Item: IV., A.**

**DATE:** May 15, 2023  
**TO:** Washington Township Health Care District Board of Directors  
**FROM:** Kimberly Hartz, Chief Executive Officer  
**SUBJECT:** Appointment of Radiation Safety Officer: Dr. Sunil Upender

We are required by The Joint Commission and other regulatory bodies to have our Governing Body appoint a Radiation Safety Officer. Dr. Sunil Upender, Medical Director of Radiology, would be the appropriate individual to fill the role of Radiation Safety Officer. Dr. Upender is qualified for this position through education, training and experience. This appointment is recommended by both the Chief Executive Officer and the Washington Hospital Radiation Safety Committee.

The Radiation Safety Officer shall have oversight of the radiation safety program and will ensure that the radiation safety activities are being performed in accordance with licensee-approved procedures and regulatory requirements throughout the hospital. The Radiation Safety Officer will have authority to:

1. Identify radiation safety problems
2. Initiate, recommend or provide corrective actions
3. Stop unsafe operations
4. Verify implementation of corrective actions

In accordance with District Law, Policies and Procedures, it is requested that the Board of Directors approve the appointment of Dr. Sunil Upender as the Radiation Safety Officer. This appointment would be in place until revoked by the Governing Body.



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May 15, 2023

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Bernard Stewart, DDS, President  
Board of Directors  
Washington Township Health Care District