



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, October 17, 2022 – 6:00 P.M.
Meeting Conducted by Teleconference
Dial In: 510-818-5900 Access Code: 6736

AGENDA

PRESENTED BY:

- | | |
|--|--------------------------------|
| I. CALL TO ORDER & PLEDGE OF ALLEGIANCE | Jeannie Yee
Board President |
| II. ROLL CALL | Dee Antonio
District Clerk |
| III. COMMUNICATIONS | |
| A. Oral
<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 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.</i> | |
| B. Written | |
| IV. CONSENT CALENDAR
<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> | Jeannie Yee
Board President |
| A. Consideration of Bids for the Cardiology Offices at the Fremont Office Center | <i>Motion Required</i> |
| B. Consideration of FY23 PBX Call Management Software Upgrade | |
| C. Consideration of Steris GI 4000 Electrosurgical Unit in Endoscopy | |

V. CLOSED SESSION

Kimberly Hartz
Chief Executive Officer

- A. Action Item: Consideration of Closed Session Minutes: September 19, and 28, 2022
- B. Conference involving Trade Secrets pursuant to Health & Safety Code section 32106
 - Strategic Planning Discussion
- C. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code section 54956.9(d)(2)

VI. ANNOUNCEMENTS

VII. OPEN SESSION

Report on Permissible Actions Taken During Closed Session

Jeannie Yee
Board President

VIII. ADJOURNMENT

Jeannie Yee
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: October 13, 2022
TO: Kimberly Hartz, Chief Executive Officer
FROM: Edward Fayen, Chief Operating Officer
SUBJECT: Bids for the Cardiology Offices at the Fremont Office Center

The Board approved the budget for this project on July 15, 2022. The new Cardiology Offices at the Fremont Office Center Project was advertised to a group of pre-qualified general contractors immediately thereafter.

Six contractors were pre-qualified for the project. Three contractors submitted construction bids that were opened on September 27, 2022. All three bids were verified and found to be complete.

The three bids are as follows:

Innovative Project Solutions, Inc.	\$2,595,818
City Builders, Inc.	\$2,692,803
James R. Griffin	\$2,874,044

After careful review of all submitted bids, it has been determined that **Innovative Project Solutions, Inc.** of Fremont, California is the most responsible bid for this project. This bid falls within the construction budget approved by the Board of Directors.

It is requested that the Board of Directors accept the bid received from Innovative Project Solutions, Inc. for this project. Please direct the Chief Executive Officer to enter into and execute the necessary contractual documents to complete this project.



Memorandum

DATE: October 13, 2022

TO: Kimberly Hartz, Chief Executive Officer

FROM: John Lee, Chief Information Officer

SUBJECT: FY23 PBX Call Management Software Upgrade

Our current Private Branch Exchange (PBX) call routing console is in need of an upgrade. Our current system called “Amtelco 1Call Infinity” is being discontinued and replaced with a virtual server solution called “Genesis.” The Genesis platform is entirely software-based and provides a more modern solution with updated features and benefits. We last upgraded our PBX call management software in 2017. A highly functional call management software system is critical to providing communication connections within the hospital and for our emergency code management system.

The project will take approximately four months to complete and will utilize internal labor and vendor resources. The cost to install the system includes installation services, maintenance, licensing and professional services.

It is requested that the Board of Directors authorize the Chief Executive Officer to enter into the necessary contracts and proceed with the purchase of licensing and implementation services for the Genesis PBX Call Management Software for a total amount not to exceed \$110,000. This is an approved project in the fiscal year 2023 Capital budget.



Memorandum

DATE: October 13, 2022
TO: Kimberly Hartz, Chief Executive Officer
FROM: Nicholas M. Legge
SUBJECT: Capital Purchase - Steris GI 4000 ESU for Endoscopy

The Steris GI 4000 is an electrosurgical unit, which is a critical piece of equipment in any endoscopy setting. This device produces electrical currents to cut and coagulate tissue during gastrointestinal endoscopy procedures.

Our Endoscopy Department currently owns a similar device, which is transported between the Main Hospital and the Morris Hyman Critical Care Pavilion. This purchase will not only allow the department to have a back-up generator but also allow both buildings to have its own machine. It would allow us to eliminate the transporting of the existing unit, which will help staff respond faster during an emergency GI bleed in MHCCP.

The FY 2023 Capital Budget includes \$33,502.42 to purchase a Steris GI 4000 electrosurgical generator.

It is requested that the Board of Directors authorize the Chief Executive Officer to enter into the appropriate agreements to proceed with the purchase of the Steris GI 4000 in the amount of \$29,337.18.