



ALAMEDA COUNTY MEDICAL CENTER

Highland Campus • Fairmont Campus

John George Psychiatric Pavilion • Ambulatory Healthcare Services

BOARD OF TRUSTEES MEETING

TUESDAY, March 27, 2012

Central Administration Offices Located at Highland Hospital

1411 East 31st Street Oakland, CA 94602

Barbara L. McElroy, Clerk of the Board

(510) 437-8468

LOCATION:

Open Session: Classroom A

COMMITTEE MEMBERS

Daniel Boggan, Jr., ***President***

Barbara Price, ***Vice President***

Ronald D. Nelson, ***Secretary***

Floyd Huen, MD

Valerie D. Lewis, Esq.

Kirk E. Miller

Stanley M. Schiffman

Anthony Slimick

J. Bennett Tate

Ilene Weinreb

Barry Zorthian, MD

President, APMC Medical Staff:

Lyn Berry, MD

AGENDA

CLOSED SESSION

4:00 – 4:30 p.m.

TAB #1 Conference with Legal Counsel: Significant Exposure to Litigation

[Government Code Section 54956.9]

Douglas B. Habig, General Counsel

OPEN SESSION – 4:30 p.m.

TAB #2 COMMITTEE REPORTS:

- **Governance Committee Report**
Valerie D. Lewis, Esq., Committee Chair
- **Quality Professional Services Committee Report**
Barbara Price, Committee Chair
- **Human Resources Committee Report**
Ronald D. Nelson, Committee Chair
- **Strategic Planning Committee Report**
Floyd Huen, MD, Committee Chair
- **Finance Committee Report**
Kirk E. Miller, Committee Chair

TAB #3 ACTION: Consent Agenda

- A. **Approval of the Minutes from the January 24, 2012 Board of Trustees Regular Meeting.**
- B. **Recommendation to the Alameda County Board of Supervisors for the Re-appointment of Trustee Ronald D. Nelson for a term of 3 years.**
Recommendation from the Governance Committee
- C. **Adoption of Medical Staff / Organizational Policies and Procedures**
Recommendation from the Quality Professional Services Committee

February Policies:

- Endoscope Reprocessing
- Advance Directives
- Materials Management: Managing Outdates
- FNS: Nutrition Screening and Assessment in the NICU
- Infection Control Procedures for Food and Nutrition Services
- Ordering of Non-Formulary Enteral Feeding
- Master Clock Policy
- Mitigation of Improper Disclosures
- Patient Privacy Protection

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- Disclosures of HIV/AIDS Related Information
 - Disclosures of Protected Health Information for Treatment, Payment and Health Care Operations
 - Authorization for Uses and Disclosures Other Than Treatment, Payment and Health Care Operations
 - Patient's Right to Request Restrictions on Certain Uses and Disclosures of Protected Health Information
 - Notification

March Policies:

- Occupational Therapy Clinical Education
- Occupational Therapy Guidelines
- Patient Kitchen Evaluation in O.T.
- Family Conferences
- Scope of Service: Triage
- Alameda county Healthcare Services: Policy on Non-Discrimination
- Essential Supplies 96 Hours
- Norovirus Control Plan
- Saturday/Holiday Coverage on Acute Rehab
- Patient Agreement Form
- Protocol to Maximize Patient Participation
- Care of Patients
- Functional Assessments
- Bronchoscope Cleaning
- Therapeutic Hypothermia After Cardiac Arrest

D. Adoption of Contracts and Authorization by the CEO to Execute the Following Contracts:

Recommendation by the Finance Committee

1. Contract renewal for **HealthCare Security Services of California, dba HSS**, to continue to provide security services at Highland, FH, JGPP and EWC, and add service at the new Specialty Care Center in Years 2 & 3, for three year term through 3/31/2015, not to exceed amount: **\$8,742,244.**
Bill Manns, Chief Operating Officer
2. Contract amendment for **MV Transportation** to extend shuttle services at same rate for six months through 9/30/2012, extension limit: **\$325,176.**
Bill Manns, Chief Operating Officer

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3. Contract amendment for **Precyse Solutions, L.L.C.**, to provide continued HIM operations management for Highland, FH and JGPP for 12 months through 12/1/2012, extension limit: **\$212,500**.
Mark Zielazinski, Chief Information Officer
 4. Contract amendment with **Stoltenberg Consulting, Inc.** to extend consulting services by Bruce Cook to support implementation of E.H.R. project for 13 months through 3/31/2013, extension limit: **\$371,800**.
Mark Zielazinski, Chief Information Officer
 5. Contract amendment with **Elumin Healthcare Solutions, Inc.**, to extend consulting services by Aaron Hsu for Siemens Signature and INVISION support for 11 months through 3/31/2013, extension limit: **\$311,146**.
Mark Zielazinski, Chief Information Officer

E. Adoption of Capital Contracts and Authorization by the CEO to Execute the Following Contracts:

Recommendation by the Finance Committee

1. Capital Project with various vendors to replace two boilers, end date 12/31/2012, not to exceed amount: **\$1,487,231**.
Bill Manns, Chief Operating Officer
2. Contract amendment for **DPC** for the E.H.R. project. This amendment extends consulting services by Greg Herbert for 15 months through 3/31/2013, extension limit: **\$491,512**.
Mark Zielazinski, Chief Information Officer
3. Contract amendment with **Elumin Healthcare Solutions, Inc.** for the E.H.R. project. This amendment extends consulting services by Margo Krusac for 17 months through 3/31/2013, extension limit: **\$267,429**.
Mark Zielazinski, Chief Information Officer
4. Contract amendment with **Stoltenberg Consulting, Inc.** for the E.H.R. project. This amendment extends consulting services by Dominic Canare for 11 months through 5/31/2013, extension limit: **\$281,132**.
Mark Zielazinski, Chief Information Officer
5. Contract amendment with **Stoltenberg Consulting, Inc.** for the E.H.R. project. This amendment extends consulting services by Michelle Armbrister for 11 months through 5/31/2013, extension limit: **\$243,429**.
Mark Zielazinski, Chief Information Officer

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6. Contract amendment with **MRI Contract Staffing** for the E.H.R. project. This amendment extends consulting services by Richard White for 11 months through 5/31/2013, extension limit: **\$290,006**.
Mark Zielazinski, Chief Information Officer

Recommendation: Motion to approve

END OF CONSENT AGENDA

TAB #4 RESOLUTION: Highland Hospital Achieves “Baby-Friendly” Designation

Kimberly C. Horton, RN, MSN, DHA, Chief Nurse Executive

TAB #5 ACTION: Approval of the Contract Renewal with Alameda County Health Care Foundation

*Recommendation from the Finance Committee
Debra Barnes, Foundation Executive Director*

- A. Contract renewal with **Alameda County Health Care Foundation** to enhance philanthropic giving to ACMC for three years through 3/31/2015, not to exceed amount: **\$3,200,000**.

Recommendation: Motion to approve.

TAB #6 UPDATE: ACMC Quality Initiatives

Sang-ick Chang, MD, Chief Medical Officer

- A. **Harm Reduction Teams Status Report**

TAB #7 UPDATE/ACTION: ATR Update

Bill Manns, Chief Operating Officer

- A. **UPDATE:** Project Status Update
- B. **ACTION: Resolution 2012-004** - Recommending the name change from Specialty Care Building to Highland Care Pavilion to the Alameda County Board of Supervisors

Recommendation: Motion to adopt.

TAB #8 ACTION: Adoption of Use of 6 Month Extension Hospital Fee Revenues
Recommendation from the Finance Committee

A. **Resolution 2012-005**

Recommendation: Motion to adopt.

TAB #9 ACTION: Recommendation to the Board of Supervisors for the Following Resolutions to modify the APMC Board of Trustees By-Laws:
Recommendation from the Governance Committee

A. A new policy for Board of Trustees compensation. The new policy would provide that the Board of Trustees is empowered to set reasonable compensation for meeting attendance. ***Resolution 2012-001.***

B. An increase in the number of Trustees that serve on the Board from eleven (11) to thirteen (13). ***Resolution 2012-002.***

C. Ratifying the By-Laws to give authority to the Quality Professional Services Committee to approve Policies and Procedures at the Committee level and no longer requiring full Board approval. ***Resolution 2012-003.***

Recommendation: Motion to adopt.

TAB #10 DISCUSSION: Joint BOS-BOT Meeting Date
Daniel Boggan, Jr., President, APMC Board of Trustees

TAB #11 UPDATE: April Board Retreat
Daniel Boggan, Jr., President, APMC Board of Trustees
Wright Lassiter, III, Chief Executive Officer

- A. Confirmation of Date
- B. Proposed Agenda

TAB #12 ACTION: Evaluation of Operating Model for St. Rose Hospital
Wright Lassiter, III, Chief Executive Officer

Recommendation: Motion to approve.

TAB #13 UPDATE: San Leandro Hospital Transition Update

*Wright Lassiter, III, Chief Executive Officer
Bill Manns, Chief Operating Officer*

TAB #14 REPORT: Medical Staff President Report

Lyn Berry, MD, Medical Staff President

TAB #15 REPORT: Chief Executive Officer Report

Wright Lassiter, III, Chief Executive Officer

TAB #16 INFORMATION: Health Policy and Advocacy Update

*Patricia Barrera, J.D.,
Director of Legislative Affairs & Community Advocacy*

TAB #17 INFORMATION: APMC Media Report

Warren Lyons, Chief Strategy and Integration Officer

TAB #18 INFORMATION: Follow-up Issues

*Daniel Boggan, Jr., President, APMC Board of Trustees
Wright Lassiter, III, Chief Executive Officer*

TAB #19 REPORT: Legal Counsel's Report on Action Taken in Closed Session

Douglas B. Habig, General Counsel

Public Comments

Board of Trustees Remarks

ADJOURNMENT

Our Mission

Alameda County Medical Center is committed to maintaining and improving the health of all County residents, regardless of ability to pay. The Medical Center will provide comprehensive, high quality medical treatment, health promotion, and health maintenance through an integrated system of hospitals, clinics, and health services staffed by individuals who are responsive to the diverse cultural needs of our community. The Medical Center, as a training institution, is committed to maintaining an environment that is supportive of a wide range of educational programs and activities. Education of medical students, interns, residents, continuing education for medical nursing, and other staff, along with medical research, are all essential components of our environments.

Strategic Vision

Alameda County Medical Center will be recognized as a leading integrated health care system available to all residents of Alameda County. We will champion expansion of health care coverage and access to help reduce health disparities within the County's diverse communities.

Meeting Procedures

The Board of Trustees is the Policy Body of the Alameda County Medical Center. The Board has several standing Committees where ordinances and resolutions are the subject of hearings at which members of the public are urged to testify. Board procedures do not permit: 1) persons in the audience at a Committee meeting to vocally express support or opposition to statements by Board Members or by other persons testifying; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the Clerk of the Board or to its members, 1411 East 31st Street Oakland, CA 94602.

Disability Access

The Meeting Rooms are wheelchair accessible. Assistive listening devices are available upon request at the Clerk of the Board's Office. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board. Requests made at least 48 hours in advance of the meeting will help to ensure availability. The nearest accessible BART station is Lake Merritt. Accessible AC Transit Bus Route 62 stops at the entrance to Highland Hospital. Route 11 stops one block away, on 14th Avenue at East 31st Street. For schedule updates, call AC Transit at (510) 817-1717; BART at (510) 465-2278. There is accessible parking in the main patient parking lot enter on East 31st Street.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to perfumes and various other chemical-based scented products. Please help us to accommodate these individuals.

The APMC Board of Trustees is committed to protecting the private health information (PHI) of our patients. We ask that speakers refrain from disclosing or discussing the PHI of others. Please also know that, should you decide to disclose your PHI, the Trustees will still likely refer your matter, to the extent it involves PHI, to the executive staff for a confidential review of the facts and for confidential handling. If you would like more information regarding the confidentiality of PHI as it relates to the Health Insurance Privacy and Accountability Act, please refer to 45CFR Section 164.101, et.seq.