**FINANCE COMMITTEE MEETING TUESDAY, November 15, 2011 Central Administration Offices Located at Highland Hospital** 1\_4\_1\_1\_ \_E\_a\_s\_t\_ \_3\_1\_s\_t\_ \_S\_t\_r\_e\_e\_t\_ \_O\_a\_k\_l\_a\_n\_d\_,\_ \_C\_A\_ \_9\_4\_6\_0\_2\_ \_B\_a\_r\_b\_a\_r\_a\_ \_L\_.\_ \_M\_c\_E\_l\_r\_o\_y\_,\_ \_C\_l\_e\_r\_k\_ \_o\_f\_ \_t\_h\_e\_ \_B\_o\_a\_r\_d\_ \_(\_5\_1\_0\_)\_ \_4\_3\_7\_-\_8\_4\_6\_8\_ \_

**LOCATION:** Open Session: Classroom A **COMMITTEE MEMBERS** Kirk E. Miller, Esq., ***Chair*** Valerie Lewis, Esq. Ronald D. Nelson Stanley M. Schiffman **AGENDA TAB #1 CLOSED SESSION4:00 - 4:30 pm**

A. **Conference with Legal Counsel:**

**Significant Exposure to Litigation [Government Code Section 54956.9]** *Douglas B. Habig, General Counsel* **OPEN SESSION 4:30 pm ROLL CALL TAB #2 ACTION: Approval of Minutes4:30 - 4:35 pm**

A. Approval of the Minutes of the September 20, 2011 Finance Committee Meeting.

***Recommendation: Motion to approve.***

**TAB #3 Financial Forecasting and Analysis**

None.A\_l\_a\_m\_e\_d\_a\_ \_C\_o\_u\_n\_t\_y\_ \_M\_e\_d\_i\_c\_a\_l\_ \_C\_e\_n\_t\_e\_r\_ \_B\_o\_a\_r\_d\_ \_o\_f\_ \_T\_r\_u\_s\_t\_e\_e\_s\_ \_– \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_N\_o\_v\_e\_m\_b\_e\_r\_ \_1\_5\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_2\_ \_o\_f\_ \_5\_ \_

**TAB #4 Financial and Operations Reporting**

A. **REPORT: 2011 Annual Audited Financial Statements**

*Marion Schales, Chief Financial Officer* **4:35 – 5:05 pm** *Cynthia Pon, Partner, MG&O*

B. **EPORT: Financial Update for Month Ending October 31, 2011**

*Marion Schales, Chief Financial Officer* **5:05 – 5:15 pm**

*Bill Manns, Chief Operations Officer*

C. **REPORT: Draft Finance Committee 2012 Annual Calendar & Strategic Direction**

*Marion Schales, Chief Financial Officer* **5:15 – 5:30 pm**

**TAB #5 CFO Update**

A. **REPORT: Chief Financial Officer Update 5:30 – 5:45 pm**

*Marion Schales, Chief Financial Officer*

**TAB #6 Financial Policy Development**

A. **ACTION: Final Contracts Approval Controls Policy 5:45 – 5:55 pm**

*Don Briones, VP Finance*

***Recommendation: Motion to approve.***

B. **REPORT: Competitive Bidding Policy 5:55 – 6:05 pm**

*Don Briones, VP Finance*

**TAB #7 Internal Audit and Compliance Reporting**

A. **REPORT: Results of Form 700 Filings (Management) 6:05 – 6:10 pm**

*Richard Kibler, Director Internal Audit*

**TAB #8 Healthcare Reform & Regulatory Changes**

None. A\_l\_a\_m\_e\_d\_a\_ \_C\_o\_u\_n\_t\_y\_ \_M\_e\_d\_i\_c\_a\_l\_ \_C\_e\_n\_t\_e\_r\_ \_B\_o\_a\_r\_d\_ \_o\_f\_ \_T\_r\_u\_s\_t\_e\_e\_s\_ \_– \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_N\_o\_v\_e\_m\_b\_e\_r\_ \_1\_5\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_3\_ \_o\_f\_ \_5\_ \_

**TAB #9 Contract & Capital Authorization 5:55 – 6:30 pm**

A. **ACTION: Authorization for the CEO to Execute the Following Contracts:**

1. Contract amendment for AMF Media Group, Inc. for additional marketing and communications services.

*Warren Lyons, Chief Strategy and Integration Officer*

2. Contract renewal with Velocity Technology Solutions, Inc. for applications hosting and upgrades.

*Mark Zielazinski, Chief Information Officer*

3. Contract extension for MV Transportation, Inc. for five (5) additional months of shuttle services.

*Bill Manns, Chief Operating Officer*

4. Two-year contract renewal with Stericycle, Inc. for collection, transportation and disposal of hazardous waste.

*Bill Manns, Chief Operating Officer*

5. One-year contract extension with Able Engineering, Inc. for engineering services.

*Bill Manns, Chief Operating Officer*

6. New contract with SunRx, replacing CVS/Longs as 340-B administrator and adding more local pharmacies for convenience of ACMC outpatients.

*Bill Manns, Chief Operating Officer*

7. Contract amendment with Healthcare Security Services, Inc. adding security at H-building on Fairmont campus and increasing contract amount to cover costs through contract expiration date.

*Bill Manns, Chief Operating Officer* ***Recommendation: Motion to authorize the CEO to execute the Contracts as presented.***

B. **ACTION: Authorization for the CEO to Execute the Following Capital Contracts :**

1. One-year contract renewal with JTech Healthcare Construction Management, Inc. to serve as Owners Representative on the Acute Tower Replacement project.

*Bill Manns, Chief Operating Officer*A\_l\_a\_m\_e\_d\_a\_ \_C\_o\_u\_n\_t\_y\_ \_M\_e\_d\_i\_c\_a\_l\_ \_C\_e\_n\_t\_e\_r\_ \_B\_o\_a\_r\_d\_ \_o\_f\_ \_T\_r\_u\_s\_t\_e\_e\_s\_ \_– \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_N\_o\_v\_e\_m\_b\_e\_r\_ \_1\_5\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_4\_ \_o\_f\_ \_5\_ \_

2. One-year contract renewal with JTech Healthcare Construction Management, Inc. to provide pre-construction, bidding, construction and post-construction management for ACMC capital projects.

*Bill Manns, Chief Operating Officer*

3. Additive contract with Digital Prospectors Corporation to extend current contract with Todd Seifert by five (5) months for support of the Siemens Soarian Financial applications component of E.H.R.

*Mark Zielazinski, Chief Information Officer*

4. Additive contract with Santa Rosa Consulting, Inc. to extend current contract with Pete Arnold by six (6) months for support of the NextGen outpatient component of E.H.R.

*Mark Zielazinski, Chief Information Officer*

5. Additive contract with MRI Contract Staffing, Inc. to extend current contract with David Stansbury by twelve (12) months for support of the Soarian Clinical Information Systems component of the E.H.R.

*Mark Zielazinski, Chief Information Officer* ***Recommendation: Motion to authorize the CEO to execute the Capital Contracts as presented.***

C. **INFORMATION: Approved Contracts and New Grants Within the Range of $150,000 to $500,000**

*See attached spreadsheet*

D. **INFORMATION: Additive Contracts**

*See attached spreadsheet*

**Public Comment**

**Board of Trustees Remarks**

**ADJOURNMENT**A\_l\_a\_m\_e\_d\_a\_ \_C\_o\_u\_n\_t\_y\_ \_M\_e\_d\_i\_c\_a\_l\_ \_C\_e\_n\_t\_e\_r\_ \_B\_o\_a\_r\_d\_ \_o\_f\_ \_T\_r\_u\_s\_t\_e\_e\_s\_ \_– \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_N\_o\_v\_e\_m\_b\_e\_r\_ \_1\_5\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_5\_ \_o\_f\_ \_5\_ \_

**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.