**JOINT FINANCE COMMITTEE & STRATEGIC PLANNING COMMITTEE MEETING TUESDAY, September 20, 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\_,\_ \_I\_n\_t\_e\_r\_i\_m\_ \_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**

**Finance Committee** Kirk E. Miller, Esq., ***Chair*** Valerie Lewis, Esq. Ronald D. Nelson Stanley M. Schiffman

**Strategic Planning Committee**

Floyd Huen, MD, ***Chair***

J. Bennett Tate

Ilene Weinreb

Barry Zorthian, MD

**AGENDA TAB #1 CLOSED SESSION** None. **OPEN SESSION 4:30 p.m. ROLL CALL 4:30 – 4:35 p.m. TAB #2 Financial Forecasting and Analysis4:35 – 6:35 p.m.**

A. **REPORT: Integrated Strategic and Financial Long Range Plan (Kaufman Hall Project)**

*Marion Schales, Chief Financial Officer Warren Lyons, Chief Strategy and Integration Officer Rob York, Vice-President, Kaufman Hall* **ADJOURNMENT Joint Finance Committee & Strategic Planning Committee Meeting BREAK 6:35 – 6:45 p.m.**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\_ \_– \_J\_o\_i\_n\_t\_ \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_&\_ \_S\_t\_r\_a\_t\_e\_g\_i\_c\_ \_P\_l\_a\_n\_n\_i\_n\_g\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_S\_e\_p\_t\_e\_m\_b\_e\_r\_ \_2\_0\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_2\_ \_o\_f\_ \_5\_ \_

**CALL TO ORDER - Finance Committee Meeting 6:45 p.m.**

**TAB #3 ACTION: Approval of Minutes 6:45 – 6:50 p.m.**

A. Approval of the Minutes of the July 19, 2011 Finance Committee meeting.

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

**TAB #4 Financial and Operations Reporting**

A. **REPORT: Financial Update for Month Ending August 31, 2011**

*Marion Schales, Chief Financial Officer Bill Manns, Chief Operations Officer* **6:50 – 7:00 p.m.**

B. **REPORT: Electronic Health Record Project Budget Progress Report**

*Mark Zielazinski, Chief Information Officer* **7:00 – 7:10 p.m.**

**TAB #5 CFO Update 7:10 – 7:15 p.m.**

A. **REPORT: Chief Financial Officer Update**

*Marion Schales, Chief Financial Officer*

**TAB #6 Financial Policy Development 7:15 – 7:25 p.m.**

A. **ACTION: Contracts Approval Controls Policy**

*Don Briones, VP Finance*

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

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

A. **ACTION: Audit and Compliance Committee Charter**

*Douglas B. Habig, General Counsel* **7:25 – 7:40 p.m. *Recommendation: Motion to approve.***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\_ \_– \_J\_o\_i\_n\_t\_ \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_&\_ \_S\_t\_r\_a\_t\_e\_g\_i\_c\_ \_P\_l\_a\_n\_n\_i\_n\_g\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_S\_e\_p\_t\_e\_m\_b\_e\_r\_ \_2\_0\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_3\_ \_o\_f\_ \_5\_ \_

B. **REPORT: Results of Form 700 Filings (BOT)**

*Richard Kibler, Director Internal Audit* **7:40 – 7:45 p.m.**

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

None.

**TAB #9 Contract & Capital Authorization 7:45 – 7:55 p.m.**

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

1. Renewal Agreement with Richard A. Gutstadt for legal services related to third party liability recovery, term of 1 year.

*Marion Schales, Chief Financial Officer*

2. Renewal Agreement with MedLine Industries for three years as primary distributor under ACMC’s Group Purchasing and Contracting Agreement with the Broadlane Group.

*Marion Schales, Chief Financial Officer*

3. Amendment to Agreement with Propark America West, LLC for parking management services.

*Bill Manns, Chief Operating Officer*

4. Addendum to Agreement with Siemens to extend Help Desk functions to cover new EMR functions.

*Mark Zielazinski, Chief Information Officer*

5. Spending authority to continue to pay for current AT&T core voice and WAN services at current rates for the next two years.

*Mark Zielazinski, Chief Information Officer*

6. Renewal with Radcare of California to continue onsite diagnostic imaging services, term of 1 year

*Sang-ick Chang, MD, Chief Medical Officer*

7. Amendment of contract with Michael McDonald, MD, to extend term from 2 to 3 years with rate adjustment to reflect productivity and regional MGMA standards.

*Sang-ick Chang, MD, Chief Medical Officer* ***Recommendation: Motion to authorize the CEO to execute the Contracts as presented.*** 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\_ \_– \_J\_o\_i\_n\_t\_ \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_&\_ \_S\_t\_r\_a\_t\_e\_g\_i\_c\_ \_P\_l\_a\_n\_n\_i\_n\_g\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_S\_e\_p\_t\_e\_m\_b\_e\_r\_ \_2\_0\_,\_ \_2\_0\_1\_1\_ \_P\_a\_g\_e\_ \_4\_ \_o\_f\_ \_5\_ \_

B. **ACTION: Authorization for the CEO to Execute the Following Capital Contracts (Included in Capital Expenditure Report):**

1. Additive contract with Digital Prospectors Corporation to employ Chris Anderson for development of EMR.

*Mark Zielazinski, Chief Information Officer*

2. New contract with Dataway for EMR infrastructure upgrade.

*Mark Zielazinski, Chief Information Officer*

3. New contract with Zoll Medical Corporation for 43 defibrillators

*Mark Zielazinski, Chief Information Officer Kim Horton, RN, MSN, DHA, Chief Nurse Executive* ***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*

**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\_ \_– \_J\_o\_i\_n\_t\_ \_F\_i\_n\_a\_n\_c\_e\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_&\_ \_S\_t\_r\_a\_t\_e\_g\_i\_c\_ \_P\_l\_a\_n\_n\_i\_n\_g\_ \_C\_o\_m\_m\_i\_t\_t\_e\_e\_ \_M\_e\_e\_t\_i\_n\_g\_ \_-\_ \_A\_g\_e\_n\_d\_a\_ \_S\_e\_p\_t\_e\_m\_b\_e\_r\_ \_2\_0\_,\_ \_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.