

**TRI-CITY HEALTHCARE DISTRICT  
AGENDA FOR A REGULAR MEETING  
January 25, 2018 – 1:30 o'clock p.m.  
Assembly Room 1 - Eugene L. Geil Pavilion  
Open Session – Assembly Rooms 2&3  
4002 Vista Way, Oceanside, CA 92056**

**The Board may take action on any of the items listed below, unless the item is specifically labeled “Informational Only”**

	<b>Agenda Item</b>	<b>Time Allotted</b>	<b>Requestor</b>
1	Call to Order	3 min.	Standard
2	Approval of agenda		
3	Public Comments – Announcement Members of the public may address the Board regarding any item listed on the Closed Session portion of the Agenda. Per Board Policy 14-018, members of the public may have three minutes, individually, to address the Board of Directors.	3 min.	Standard
4	Oral Announcement of Items to be Discussed During Closed Session (Authority: Government Code, Section 54957.7)		
5	Motion to go into Closed Session		
6	Closed Session	<b>2 Hours</b>	
	a. Conference with Legal Counsel – Existing Litigation (Authority Government Code Section 54956.9(d)1, (d)4  1) Medical Acquisition Company vs. Tri-City Healthcare District Case No: 2014-00009108  2) Tri-City Healthcare District vs. Medical Acquisition Company Case No: 2014-00022523  3) RoseMarie Reno vs. Tri-City Healthcare District Superior Court Case No. 37-2017-00040507-CU-CR		
	b. Hearings on Reports of the Hospital Medical Audit or Quality Assurance Committees (Authority: Health & Safety Code, Section 32155)		
	c. Reports Involving Trade Secrets (Authority: Health and Safety Code, Section 32106) Discussion Will Concern: Proposed new service or program Date of Disclosure: January 31, 2018		

*Note: Any writings or documents provided to a majority of the members of Tri-City Healthcare District regarding any item on this Agenda will be made available for public inspection in the Administration Department located at 4002 Vista Way, Oceanside, CA 92056 during normal business hours.*

*Note: If you have a disability, please notify us at 760-940-3347 at least 48 hours prior to the meeting so that we may provide reasonable accommodations.*

	<b>Agenda Item</b>	<b>Time Allotted</b>	<b>Requestor</b>
	d. Reports Involving Trade Secrets (Authority: Health and Safety Code, Section 32106) Discussion Will Concern: Proposed new service or program Date of Disclosure: January 31, 2018		
	e. Approval of prior Closed Session Minutes		
	f. Conference with Legal Counsel – Potential Litigation (Authority: Government Code, Section 54956.9(d) 4 Matters)		
	g. Public Employee Evaluation: Chief Executive Officer (Authority: Government Code, Section 54957)		
	h. Evaluation of Legal Counsel Services (Authority: Gov. Code section 54957)		
7	Motion to go into Open Session		
8	Open Session		
	<b>Open Session – Assembly Room 3 – Eugene L. Geil Pavilion (Lower Level) and Facilities Conference Room – 3:30 p.m.</b>		
9	Report from Chairperson on any action taken in Closed Session (Authority: Government Code, Section 54957.1)		
10	Roll Call / Pledge of Allegiance	3 min.	Standard
11	Public Comments – Announcement Members of the public may address the Board regarding any item listed on the Board Agenda at the time the item is being considered by the Board of Directors. Per Board Policy 14-018, members of the public may have three minutes, individually, to address the Board of Directors. NOTE: Members of the public may speak on any item not listed on the Board Agenda, which falls within the jurisdiction of the Board of Directors, immediately prior to Board Communications.	2 min.	Standard
12	Proclamation recognizing Oceanside Mayor, Jim Wood	10 min.	Chair
13	Educational Session Introduction to IPAD and Board Portal	30 min.	Director Mitchell
14	Report from TCHD Foundation – Glen Newhart, Chief Development Officer	10 min.	Standard
15	Report from Chief Executive Officer	10 min.	Standard
16	Report from Chief Financial Officer	10 min.	Standard
17	New Business		
	a. LAFCO Update	10 min.	Board Counsel
	b. Discussion Regarding Draft Maps for Change from At-Large to District Based Elections - Elections Code 10010(a)(2)  <i>Four draft maps were published on the District's website beginning October 19, 2017 and updated on November 19, 2017. Two additional maps were published on November 28, 2017. One draft map has since been revised (the original map - Orange - remains in original form, and the revised version - Orange 2, was published on January 17, 2018).</i>	15 min.	Board Counsel Board Counsel



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	<p><b>C. Community Healthcare Alliance Committee</b>  Director Nygaard, Committee Chair  <i>(Committee minutes included in Board Agenda packets for informational purposes)</i></p> <p><b>D. Finance, Operations &amp; Planning Committee</b>  Director Nygaard, Committee Chair  Open Community Seats – 0  <i>(Committee minutes included in Board Agenda packets for informational purposes)</i></p> <p>1) Approval of Administrative Policy &amp; Procedure 8610-277 – Plan to Manage and Estimate Project Cost</p> <p>2) Approval of an agreement with Oxford Coding Support for a term of 12 months, beginning May 1, 2017 through April 30, 2018 for an increased cost of \$330,000 for a total cost for the term of \$630,000.</p> <p>3) Approval of an agreement with Nova Biomedical for Nova StatStrip Glucometer and Test Strips for a term of 60 month, beginning December 2, 2017 through December 1, 2022 for an annual cost of \$55,200 and a total cost for the term of \$276,000.</p> <p>4) Approval of an agreement with Dr. James Johnson, Physician Chairperson of MDQA/Per Review/QAPI for a term of 12 months beginning November 1, 2017 through October 31, 2018, not to exceed an average of 33 hours in total per month or 400 hours annually, at an hourly rate of \$155 for an annual cost of \$60,000 and a total cost for the term, not to exceed \$70,000.</p> <p>5) Approval of an agreement with Vereco, Inc. for copier, courier, mail delivery, document shredding, copy center and print management services for a term of 60 months beginning March 1, 2018 through February 28, 2023 for an annual cost of \$1,740,000 and a total cost for the term of \$8.700,000.</p> <p>6) Approval of an agreement with Harris Healthcare for Affinity Software Support for a term of 24 months, beginning January 1, 2018 through December 31, 2019, for an annual cost of \$451,697.62 and a total cost for the term of \$903,395.24.</p> <p><b>E. Professional Affairs Committee</b>  Director Grass, Committee Chair  <i>(Committee minutes included in Board Agenda packets for informational purposes)</i></p> <p><b>1) Patient Care Policies and Procedures</b></p> <p>a) Application of Lidocaine, Prilocaine Topical Cream Standardized Procedure (DELETE)</p> <p>b) Care for Recalcitrant Children Policy</p> <p>c) Documentation in the Medical Record Policy</p> <p>d) Family-Centered Care – Pediatrics/ Adolescents Policy</p> <p>e) High Level Disinfection Procedure</p> <p>f) 72 –Hour Hold, Evaluation and Treatment of Involuntary</p>		<p>CHAC Comm.</p> <p>FO&amp;P Comm.</p> <p>PAC</p>

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	<p>Patient Policy</p> <p>g) Medications, High Risk/ High Alert/ Look Alike/ Sound Alike Policy</p> <p>h) Extended Dwell Catheter/ Midline Catheter, Adults</p> <p>i) Physician/ Allied Health Professionals (AHP) Inpatient Orders Policy</p> <p>j) Privacy Code Policy</p> <p>k) Pyxis Connect Scanner Procedure</p> <p>l) Patient Food Refrigerators/ Freezers for Temperature, Cleaning, Defrosting Responsibilities Procedure</p> <p>m) Release of Deceased Procedure</p> <p>n) Substance Abuse, Patient Policy</p> <p><b>2) <u>Unit Specific</u></b></p> <p><b><u>Administrative</u></b></p> <p>a) Assignment of Medical Record Numbers and Standard Naming Guidelines</p> <p>b) Coverage for Employee Vehicle Insurance Deductible</p> <p>c) Faxing of Protected Health Information (Medical Records)</p> <p>d) Space and Office Allocation Standards</p> <p>e) Use, Security and Accuracy of Data</p> <p><b><u>Behavioral Health Services</u></b></p> <p>a) Report of Firearms Prohibition</p> <p><b><u>Engineering</u></b></p> <p>a. Adverse Incident/ Occurrence for Post-Graduate Staff</p> <p>b. Credentialing Requirements for Fluoroscopy Supervisor and Operator Permit</p> <p>c. Credentialing Standards for Transoral Esophagogastric Fundoplication (TIF)</p> <p>d) Quality Review Process for Teleradiologists</p> <p><b><u>NICU</u></b></p> <p>a) Hand Hygiene , NICU (DELETE)</p> <p>b) Infection Prevention, NICU</p> <p><b><u>Pharmacy</u></b></p> <p>a) Automatic Dose Rounding</p> <p>b) Clinical Intervention/ Activity Documentation Program</p> <p>c) Drug Compounding for Medication Not Commercially Available</p> <p>d) Drug Supply Chain Security Act</p> <p>e) Risk Evaluation and Mitigation Strategies</p> <p>f) Unlabeled Uses of FDS-Approved Medications</p> <p><b><u>Rehabilitation</u></b></p> <p>a) Behavior Management/ Supervision Technique</p> <p>b) Computer Downtime/ Printer Malfunction</p> <p>c) Documentation Guidelines (DELETE)</p> <p>d) Equipment Evaluation, Dispensing and Monitoring (DELETE)</p> <p>e) Exception Reports (DELETE)</p> <p>f) Rationale for Clinical Education (DELETE)</p> <p><b><u>Telemetry</u></b></p>		

	<b>Agenda Item</b>	<b>Time Allotted</b>	<b>Requestor</b>
	<p>a) Opening/Closure of Telemetry Beds/ Unit (DELETE)</p> <p><b><u>Ultrasound and Vascular Imaging</u></b>  a) How to Report a Critical/Stat Exam</p> <p><b>F. Governance &amp; Legislative Committee</b>  Director Dagostino, Committee Chair  Open Community Seats - 0  <i>(No meeting held in January, 2018)</i></p> <p><b>G. Audit, Compliance &amp; Ethics Committee</b>  Director Schallock, Committee Chair  Open Community Seats – 0  <i>(Committee minutes included in Board Agenda packets for informational purposes)</i></p> <p>1) Approval of Committee Charter</p> <p>(2) Minutes – Approval of:</p> <p>a) Regular Board of Directors Meeting – December 14, 2017  b) Special Board of Directors Meeting – December 7, 2017</p> <p>(3) Meetings and Conferences – NONE</p> <p>(4) Dues and Memberships -</p> <p>a) The Governance Institute Limited Membership - \$24,650.  b) California Special Districts Association (CSDA) Membership - \$6,842.</p>		<p>Audit, Comp. &amp; Ethics Comm.</p> <p>Standard</p>
21	Discussion of Items Pulled from Consent Agenda	10 min.	Standard
22	Reports (Discussion by exception only) (a) Dashboard (b) Construction Report – None (c) Lease Report – (December, 2018) (d) Reimbursement Disclosure Report – (December, 2018) (e) Seminar/Conference Reports - None	0-5 min.	Standard
23	Legislative Update	5 min.	Standard
24	Comments by Members of the Public NOTE: Per Board Policy 14-018, members of the public may have three (3) minutes, individually, to address the Board	5-10 minutes	Standard
25	Additional Comments by Chief Executive Officer	5 min.	Standard
26	Board Communications (three minutes per Board member)	18 min.	Standard
27	Report from Chairperson	3 min.	Standard
	Total Time Budgeted for Open Session	3 hours	
28	Oral Announcement of Items to be Discussed During Closed Session		
29	Motion to Return to Closed Session (if needed)		
30	Open Session		

	<b>Agenda Item</b>	<b>Time Allotted</b>	<b>Requestor</b>
31	Report from Chairperson on any action taken in Closed Session (Authority: Government Code, Section 54957.1) – (If Needed)		
32	Adjournment		