MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
September 9, 2014, 1:00 p.m.
John T. Kanaley Community Center
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411

1. CALL TO ORDER

Present:   Commissioner David J. Sanchez, Jr., Ph.D., Member
           Commissioner Cecilia Chung, Member
           Commissioner Edward Chow, MD

Excused:   Commissioner Judith Karshmer, Ph.D., PMHCNS-BC, Chair

Staff:     Barbara Garcia, Mivic Hirose, Domonic Spaccarotelli, Maggie Rykowski, Debbie Tam, Michael McShane MD, Colleen Riley MD, Wilmie Hathaway DO, Sherri Kaiser, ChiaYu Ma, Yifang Qian MD, Regina Gomez, Loretta Cecconi, Michelle Fouts, Christine Hanson, Dave Woods, Elena Tinloy, Janet Gillen, and Mark Morewitz.

The meeting was called to order at 1:03pm.

2. APPROVAL OF MINUTES FOR MEETING OF AUGUST 12, 2014 AND AMENDED MINUTES FOR MEETINGS OF MAY 27, 2014 AND JUNE 24, 2014 MEETINGS

Mr. Morewitz stated that clerical errors were made on the minutes of the May 27, 2014 and June 27, 2014 LHH JCC open session minutes that resulted in the minutes not properly noting the topics discussed in closed session on these dates. He added that amended minutes of these minutes are on the agenda at today’s meeting for review and approval.

Public Comment:
Dr. Derek Kerr submitted the following written public comment:
The discrepancies between the agendas and minutes of the Closed Sessions of May and June are troubling. They are unprecedented in Mr. Morewitz’s tenure, and appeared in 2 consecutive meetings coinciding with the expulsion of COO Llewellyn. Those meetings were unusual in that DPH Director Garcia and HR Director Wigelt attended. Although you ask for "Public Comments on All Matters Pertaining to the Closed Session", we can't comment on items that are withheld from the agenda. The amended minutes still don't match. The May agenda noted 2 items for Closed Session, while the revised minutes show 4 items. Plus, the May agenda was removed from the DPH website.

**Action Taken:** The amended minutes of the May 27, 2014 LHH JCC open session were approved.

**Action Taken:** The amended minutes of the June 24, 2014 LHH JCC open session were approved.

**Action Taken:** The minutes of the August 12, 2014 LHH JCC open session were approved.

### 3. HOSPITAL REPORT AND ANNUAL DRAFT REPORT REVIEW

Mivic Hirose, Executive Administrator, gave the report.

**Public Comment:**

Dr. Derek Kerr submitted the following written public comment:

*Page 9 of the Draft Annual Report claims there were "Zero planned community discharges with readmission within 30 days". Does this refer to LHH readmissions or to any hospital admission? Proper monitoring of discharged patients, especially out-of-County, means checking for any hospitalization within 30 days. Page 13 praises the integration of Telephone Operators. How has this affected residents? One told me that calls are now routed through the Nursing Station, maybe compromising privacy. True? The first ever disclosure of a State Survey at JCC is welcome. State Surveys focus entirely on deficiencies. So it isn't easy to report Survey results so openly. Unlike last year's Survey, showing that the Medical Director was unqualified to supervise Respiratory Therapy without additional training and certification, this year's deficiencies are minor engineering lapses. Laguna Honda should routinely disclose State Survey results at JCC meetings, even when major clinical deficiencies are identified.*

**Commissioner Comments/Follow-Up:**

Commissioner Sanchez thanked Ms. Hirose for the excellent report made the following comments:

- He understands that the target date of May 2015 is a projection for LHH to complete its electronic medical record system and looks forward to updates as the project progresses.
- He congratulated the LHH staff for their use of youth interns. He added that it is important to provide structure and role modeling for these youth.
- Regarding the yellow drill to test the generators, he suggested that LHH ensure it has effective communication and relationships with PG&E. He noted that the new UCSF Mission Bay campus has had ongoing issues with PG&E when the new buildings were opened.
- He commended Maggie Rykowski for her dedication and career of service.
Commissioner Chow complimented Ms. Hirose on the draft LHH Annual Report which he hopes can be used as a model for all SFDPH annual reports because it is concise but contains relevant information on admissions, patient demographics, discharges, and financial data.

Commissioner Chow asked for clarification on the expected power level of the generators. Ms. Tam stated that the generators will provide power for the entire LHH campus; she added that in a city-wide emergency, they can provide power to the area west of Twin Peaks.

Commissioner Chow stated that the Health Commission has requested that both the LHH and SFGH JCC review all current and future survey results and any corrective action plans.

**BEHAVIORAL HEALTH SERVICES AT LAGUNA HONDA**

Dr. Yifang Qian, Laguna Honda Chief of Psychiatry and Behavioral Health Center Medical Director, gave the presentation.

**Public Comment:**
Dr. Derek Kerr stated a slide in the presentation shows that approximately 80% of nurses and physicians appreciated the behavioral health consultation; he added that the next slide shows the level of comfort these staff feel handling “problematic behaviors.” He stated that neither of these slides shows the number of people questioned to calculate the data. Regarding the slide “5150’s Over the Years,” he stated that prior to the move into the new building, the LHH census was substantially higher; he suggested that it does not make sense to list the absolute number of 5150’s without taking this into consideration.

**Commissioner Comments/Follow-Up:**
Commissioner Chow asked for more information on how behavior health is part of admission screenings. Dr. Riley, stated that a member of the LHH Psychiatric Department sits on the LHH admission committee.

Commissioner Chow asked how the LHH Psychiatric Department participates in LHH discharge planning. Dr. Riley stated that if a LHH resident has been treated by LHH mental health providers, they will assist in the discharge planning process in regard to mental health referrals.

Commissioner Chow congratulated LHH for its improvement in timely access to services. He asked what LHH can learn from the presentation slide showing how comfortable LHH staff are handling “problematic behaviors.” Dr. Riley stated that medical staff are greatly assisted by education and support regarding behavior issues. She added that the Psychiatric Liaison Matrix was developed in response to the data collected on the slide Commissioner Chow noted.

Commissioner Chung requested that future presentations include how the change in community placement procedures and move to the new LHH building impact the 5150 data.
4. **SAN FRANCISCO HEALTH NETWORK INTEGRATION OF SERVICES BETWEEN SFGH AND LHH**

David Woods, PharmD, DPH Chief Pharmacy Officer; Michelle Fouts; Michelle M. Fouts, PharmD, BCPS, CGP, Director of Pharmacy and Chief Medical Informatics Officer; Maggie Rykowski, RN, MS, Nursing Director, DPH Hospital Integrated Delivery System; and Debbie Tam, Acting Chief Operations Officer gave the presentation.

Director Garcia thanked the efforts of the presenters and all the SFDPH staff who have contributed to the effective integration activities throughout the SFDPH.

**Commissioner Comments/Follow-Up:**

Commissioner Chow asked for information on the outpatient pharmacy services. Mr. Woods stated that for the past year, the SFDPH has been developing a contract for 340B outpatient drug services that will enable underserved patients to have a choice of approximately 16 pharmacies throughout San Francisco.

Commissioner Chung stated that she appreciates the work done on the universal medication schedule and efforts to improve patients’ health literacy.

5. **CONSIDERATION OF HOSPITAL-WIDE POLICIES & PROCEDURES**

Regina Gomez, Director of Quality Management, introduced the hospital-wide policies and procedures.

**Commissioner Comments/Follow-Up:**

Commissioner Chow stated he is concerned that moving all policies regarding telephone service to SFGH may be problematic in the future. Ms. Tam stated that staff from LHH and SFGH worked together to develop the new policy; she added that they will add a link in the final policy which will ensure the collaboration is noted.

**Action Taken:** The LHH JCC unanimously approved the hospital-wide policies and procedures.

6. **GENERAL PUBLIC COMMENT**

Alex Hinojosa, a LHH resident, stated that he is leaving in two days. He thanked all the LHH staff for helping to bring his life back. He added that by attending the LHH JCC meeting, he better understands the spectrum of work done from the Health Commission to the nurses to ensure patients are cared for with compassion and high quality care.

7. **CLOSED SESSION**

A) Public comments on All Matters Pertaining to the Closed Session

B) Vote on whether to hold a Closed Session (San Francisco Administrative Code Section 67.11)

C) Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5 and 1157.6; Health and Safety Code Section 1461; and California Constitution, Article I, Section 1.
REVIEW OF MINUTES OF THE CLOSED SESSION MEETING OF AUGUST 12, 2014

CONSIDERATION OF STAFF CREDENTIALING

CONSIDERATION OF PERFORMANCE IMPROVEMENT AND PATIENT SAFETY REPORTS

D) Reconvene in Open Session

   1. Possible Report on Action Taken in Closed Session (Government code Section 54957.1(a)2 and San Francisco Administrative Code Section 67.12(b)(2)

   2. Vote to Elect Whether to Disclose Any of All Discussions Held in Closed Session. (San Francisco Administrative Code Section 67.12(a).) (Action Item)

Action Taken: The Committee voted to disclose that it approved the August 12, 2014 closed session minutes, Credentialing Report, and the Performance Improvement and Patient Safety Reports.

8. ADJOURNMENT

The meeting was adjourned at 3:28pm.