AGENDA
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
November 25, 2014, 1:00 p.m.
John T. Kanaley Community Center
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411


Commissioner Judith Karshmer, Ph.D., PMHCNS-BC, Chair
Commissioner David J. Sanchez, Jr., Ph.D., Member
Commissioner David Pating, M.D., Member

1. CALL TO ORDER

2. FOR PROPOSED ACTION:
   APPROVAL OF MINUTES FOR MEETING OF SEPTEMBER 9, 2014 AND AMENDED MINUTES OF MAY 27, 2014
   *Minutes of the meeting of September 9, 2014 and amended minutes of May 27, 2014

3. FOR DISCUSSION AND POSSIBLE ACTION:
   HOSPITAL REPORT
   (Colleen Riley, M.D., Chief Medical Officer)
   *Report
   Activities and operations of Laguna Honda Hospital will be discussed.
4. **FOR DISCUSSION**
   **FY2014-2015 1st QUARTER GIFT FUND BALANCE REPORT**
   **AND POSSIBLE ACTION:** (ChiaYu Ma, Deputy Finance Officer)
   *Report*
   THE FIRST QUARTER GIFT FUND BALANCE REPORT FOR FISCAL YEAR 2014-2015 WILL BE PRESENTED.

5. **FOR DISCUSSION**
   **MEANINGFUL USE PREPARATION UPDATE**
   **AND POSSIBLE ACTION:** (Michelle M. Fouts, PharmD, BCPS, CGP, Director of Pharmacy and Chief Medical Informatics Officer)
   *Report*
   UPDATE ON MEANINGFUL USE WILL BE PRESENTED.

6. **FOR DISCUSSION**
   **CONSIDERATION OF HOSPITAL-WIDE POLICIES & PROCEDURES**
   **AND POSSIBLE ACTION:** (Regina Gomez, Director of Quality Management)
   *Report*
   THE LHH JCC WILL CONSIDER NEW AND REVISED POLICIES AND PROCEDURES RELATED TO THE OPERATION OF LHH FOR REVIEW AND APPROVAL.

7. **GENERAL PUBLIC COMMENT**

   AT THIS TIME, MEMBERS OF THE PUBLIC MAY ADDRESS THE LAGUNA HONDA HOSPITAL JOINT CONFERENCE COMMITTEE ON ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE LAGUNA HONDA HOSPITAL JOINT CONFERENCE COMMITTEE THAT ARE NOT ON THIS MEETING AGENDA. WITH RESPECT TO AGENDA ITEMS, YOUR OPPORTUNITY TO ADDRESS THE LAGUNA HONDA HOSPITAL JOINT CONFERENCE COMMITTEE WILL BE AFFORDED WHEN THE ITEM IS REACHED IN THE MEETING. EACH MEMBER OF THE PUBLIC MAY ADDRESS THE LAGUNA HONDA HOSPITAL JOINT CONFERENCE COMMITTEE FOR UP TO THREE MINUTES. THE BROWN ACT FORBIDS A COMMISSION FROM TAKING ACTION OR DISCUSSING ANY ITEM NOT APPEARING ON THE POSTED AGENDA, INCLUDING THOSE ITEMS RAISED AT PUBLIC COMMENT.

8. **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.

   **FOR PROPOSED ACTION:** REVIEW OF MINUTES OF THE CLOSED SESSION MEETING OF SEPTEMBER 9, 2014
   *Minutes of the meeting of September 9, 2014*

   **FOR PROPOSED ACTION:** CONSIDERATION OF MEDICAL QUALITY IMPROVEMENT
   (Dr. Wilmie Hathaway, Vice Chair, Medical Staff and Chair of Credentialing Committee)
FOR PROPOSED ACTION: CONSIDERATION OF STAFF CREDENTIALING
(Dr. Wilmie Hathaway, Vice Chair, Medical Staff and Chair of Credentialing Committee)

FOR PROPOSED ACTION: CONSIDERATION OF PERFORMANCE IMPROVEMENT AND PATIENT SAFETY REPORTS
(Dr. Colleen Riley, Medical Director and Regina Gomez, Director of Quality Management)

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)

9. ADJOURNMENT

* Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #311. If any materials related to an item on this agenda have been distributed to the Laguna Honda Hospital Joint Conference Committee after distribution of the agenda packet, those materials are available for public inspection at the Health Commission Office at the address above during normal business hours.

Directions to Laguna Honda
Laguna Honda Hospital’s John T. Kanaley Community Center is located in the new Laguna Honda Hospital Esplanade, Level P1, and is wheelchair accessible. From the new hospital entrance at the ground floor, take the elevators to Level P1. Follow signs to the Community Center.

Disability Access
Wheelchair-assisted participants arriving by motor car should park in the disabled placard parking spaces located near the front of the new hospital entrance. More disabled parking spaces are located in the thumb lot, the parking area before the Northwest parking lot. From the new hospital entrance at the ground floor, take the elevators to Level P1 and follow signs to the Community Center.

Muni metro subway, most motorbus lines and Forest Hill Station are wheelchair accessible, as are the Hospital’s buildings.

If you require special listening devices, American Sign Language interpreters and readers, large print copy of agenda or other special services, please advise Laguna Honda Administration at (415) 759-2363, at least 72 hours prior to the meeting. Late requests will be honored, if possible.

Please help accommodate individuals with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities by refraining from wearing fragrances.
Public Transportation
You are encouraged to utilize public transportation. The Forest Hill Muni (surface/subway) Station is located across the street from the Hospital’s entrance. The K, L and M streetcar lines stop at Forest Hill Station and can be boarded at most BART/Muni stations, including Civic Center Station, located on Market Street, one block from Civic Center Garage across from City Hall, (entrance on McAllister between Polk and Larkin Streets, and day-long parking is available).

Motorbus lines #36 Teresita, #43 Masonic, #44 O'Shaughnessy, and #52 Excelsior serve the Forest Hill Station. You may transfer to the Laguna Honda (wheel chair accessible) shuttle van, which provides services 5 days a week, every 30 minutes, from 6:30 a.m. 6:00 p.m., from the Forest Hill Station to the hospital (Pavilion) main entrance, adjacent to a wheelchair ramp. For more information about Muni accessible services, call (415)-923-6142.

Hospital Parking
Although it is possible to park in the neighborhood of the hospital – on Laguna Honda Boulevard and Clarendon Drive – nearby residential area parking is limited to 2 hours. Parking on the hospital grounds is free but limited. On hospital grounds, you are welcome to park in any identified legal parking space, which does not carry a rectangular “reserved” sign over the space or block of spaces. Local parking regulations are strictly enforced. Once issued, SFPD tickets cannot be reversed as a “courtesy.” Please be sure to observe all parking signs and marked curbs. Parking for wheelchair users is located at the west end of the main building parking lot, and also at Clarendon Valley and in the Clarendon east parking lot.

Know Your Rights Under the Sunshine Ordinance
The Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review.

For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Adele Destro by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at sotf@sfgov.org Citizens may obtain a free copy of the Sunshine Ordinance by contacting Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://sfbos.org/index.aspx?page=5551#67.12.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission
at: 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415) 581-2300; fax (415) 581-2317; and website: www.sfgov.org/ethics.