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MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER

November 13, 2018, 4:32 p.m.
Administration Building, Conference Room B102
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411

1. CALL TO ORDER

Present: Commissioner David J. Sanchez, Jr., Ph.D., Chair
Commissioner Tessie Guillermo, Member

Present: Commissioner Edward A. Chow, M.D., Member

Staff: Mivic Hirose, Lisa Hoo MD, Michael McShane MD, ChiaYu Ma, Madonna Valencia, Wilmie Hathaway DO, John Grimes, Glenn Levy, Loretta Cecconi, Quoc Nguyen, Louise Brooks Houston, Lena Yue, Jennifer Carton Wade, Basil Price, Janet Gillen, Kate Durand, Elisabeth Schindler, Olivia Thanh, Vincent Lee

The meeting was called to order at 4:33pm.

2. APPROVAL OF MINUTES FOR MEETING OF OCTOBER 9, 2018

Action Taken: The minutes were unanimously approved.

3. GENERAL PUBLIC COMMENT:

There was no general public comment.

4. ADMINISTRATOR'S REPORT

Mivic Hirose, Executive Administrator, presented the item.

Public Comment:

Dr. Derek Kerr, presented and submitted the following written comment:

He noted that the full California Department of Public Health relicensing and recertification survey is not in the meeting packet. He would like to access this information.

Commissioner Comments:

Commissioner Sanchez thanked Ms. Hirose for her report and noted that he is glad to hear the state surveyors were generally pleased with LHH in their survey. He also thanked Ms. Hirose for including the plans of correction for issues found in the survey.

5. FY18-19 SECURITY MANAGEMENT PLAN FOR THE LAGUNA HONDA CAMPUS

Basil Price, DPH Security Director, presented the item.

Public Comment:

Dr. Derek Kerr, presented and submitted the following written comment:

He noted that security activities at LHH have increased and that he requests budget information regarding LHH security activities in future reports.

Commissioner Comments:

Commissioner Sanchez noted that information for all budget items are reviewed by the full Health Commission in the annual SFDPH budget process.

Action Taken: The Committee unanimously approved the FY18-19 Security Management Plan for the Laguna Honda Campus.

6. FY17-18 LEAN TRANSFORMATION

Quoc Nguyen, Assistant Hospital Administrator; Elizabeth Schindler, Health Program Planning; Vincent Lee, Administrative Analyst; Olivia Thanh, Administrative Analyst, presented the item.

Commissioner Comments:

Commissioner Sanchez thanked the presenters for their impressive work and a thorough presentation.

7. FY17-18 UNPLANNED DISCHARGES REVIEW AND ANALYSIS

Madonna Valencia, Chief Nursing Officer; Jennifer Carton-Wade, Assistant Hospital Administrator for Clinical Services; Janet Gillen, Social Services Director, presented the item.

Public Comment:

Dr. Derek Kerr, presented and submitted the following written comment:

The "Unplanned Discharges" presentation claims that "the goal to reduce unplanned discharges was met". That's because the absolute number of unplanned discharges dropped from 74 in FY 2014-15 to 45 in 2017-18. However, the percentage of unplanned discharges is identical; 24% for both years. That's because the total number of discharges also dropped

from 313 to 188. The apparent decline may be due to fewer admissions and discharges in 2017-18. Notably, the current rate of 26% remains well above the historical average of 13%. Also, there's no written demographic data about AMA and AWOL cases. Are they male or female, young or old, from SFGH or other hospitals, homeless or housed, or from a particular ethnic or diagnostic group? Intriguingly, there's no mention of the Flow Project's pressure to send SFGH patients who may not want to be at LHH.

Commissioner Comments:
Commissioner Sanchez thanked the presenters for their insightful presentation.

8. CONSIDERATION OF HOSPITAL-WIDE POLICIES & PROCEDURES

Regina Gomez, Quality Management Director, presented the item.

Commissioner Comments:
Commissioner Sanchez thanked Ms. Gomez for her leadership on the LHH policies and procedures.

Action Taken: The Committee unanimously voted to approve the policies and procedures.

9. CLOSED SESSION

MEDICAL STAFF CREDENTIALING

A) Public comment on whether to convene in closed session and all matters pertaining to the proposed closed session.

B) Discussion and vote in open session on whether to conduct a closed session. (Action)

C) [Possible closed session pursuant to California Health and Safety Code § 1461, California Evidence Code §§ 1156, 1156.1, 1157, 1157.5, 1157.6 and 1157.7; San Francisco Administrative Code § 67.5; and California Constitution, Article I, Section 1.)

D) Reconvene in open session

Action Taken: The Committee voted unanimously to conduct a closed session to consider Medical Staff Credentialing. The closed session began at 5:26pm and the Committee reconvened in open session at 5:30pm.

10. POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

Action Taken: The Committee unanimously voted not disclose information discussed in closed session.

11. ADJOURNMENT

The meeting was adjourned at 5:32pm.