Laguna Honda Executive Committee Minutes  
Quality Council  
11/06/2018

Attendees: Quoc Nguyen, Jennifer Carton-Wade, Elizabeth Schindler, Nawz Talai, Dani Stollar, Donna Valencia, Janet Gillen, Peter Rosel, Vicky Lau, Louise Brooks Houston, Regina Gomez, Angela Pownall-Elizalde, Kate Durand, Michael McShane, John Grimes

Co-Chairs: Michael McShane and Mivic Hirose (Recorder)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DISCUSSION</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CALL TO ORDER</td>
<td>Meeting called to order at 10:03am</td>
<td></td>
</tr>
<tr>
<td>Minutes Approval</td>
<td>October 2, 2018 minutes were reviewed and approved.</td>
<td>10/02/18 Quality Council meeting minutes were approved.</td>
</tr>
</tbody>
</table>
| Annual Compliance and Privacy Programs Reports | Garrett reported as follows:  
1. Overview on the following compliance activities:  
   • Policies and Procedures  
   • Compliance Oversight  
   • Training, Education, Communication, and Reporting  
   • Monitoring and Auditing  
   • Enforcement, Response, and Prevention  
2. Overview on the following privacy activities:  
   • Privacy Incidents and Breaches  
   • Privacy Education and Training | Quality Council members thanked Garrett for leading our compliance and privacy programs. |
| JCC Presentation Preview for 11/13/18: Lean Transformation Update | Quoc, Elizabeth, Vincent, and Olivia provided a preview of the 11/13/18 JCC presentation on Lean Transformation and highlighted the following:  
   • Hoshin Kanri  
   • Executive Education  
   • Lean Leadership Development  
   • EHR Readiness  
   • 5S Workplace Management  
   • Improvement Workshops  
Future goals include:  
   • Developing our People  
   • EHR  
   • Value Based Care | Quality Council members thanked the Strategic Performance Management Team for leading Lean Transformation at LHH. |
| JCC Presentation Preview for 11/13/18: Unplanned Discharges | Janet and Jennifer provided a preview of the 11/13/18 JCC presentation on Unplanned Discharges and highlighted the following:  
   • Decrease number of unplanned discharges both AWOL and AMA by 25% by end of June 2018: goal met | Quality Council members thanked Janet and Jennifer for reaching their goals on Unplanned Discharges. |
- Target: For FY 2017 – 2018 total number of AWOL < 30, and AMA < 25: goal met

<table>
<thead>
<tr>
<th>Completed A3 and PI Storyboard: ADL Decline</th>
<th>Grace summarized ADL Decline. Refer to PI Storyboard. As a summary:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Problem: Laguna Honda Hospital's Facility Observed Percent for Increased Need For Activities of Daily Living (ADL) Help is 11.3%, which is worse than the State Average (11.0%)</td>
</tr>
<tr>
<td></td>
<td>2. Interventions: Standard Work, Education, Provided Resources</td>
</tr>
<tr>
<td></td>
<td>3. Results: LHH’s ADL Decline rate is 10% (less than State and National averages)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Next Meeting</th>
<th>December 4, 2018, 10am</th>
</tr>
</thead>
</table>

| Quality Council members thanked Grace on completing the A3 and PI Storyboard on LHH's ADL Decline. | Meeting adjourned at 11 am. |