MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
November 10, 2020, 4:00 p.m.
Remote Meeting via Webex Event

1. **CALL TO ORDER**

Present: Commissioner Tessie Guillermo, Chair
Commissioner Edward A. Chow, M.D., Member
Commissioner Laurie Green, M.D., Member

Staff: Michael T. Phillips, John Grimes, Wilmie Hathaway DO, Lisa Hoo MD,
Monica Biley, Nawzaneen Talai, Adrian Smith

The meeting was called to order at 4:04pm.

2. **APPROVAL OF MINUTES FOR MEETING OF OCTOBER 13, 2020**

Action Taken: The October 13, 2020 meeting minutes were unanimously approved.

3. **GENERAL PUBLIC COMMENT:**

There was no general public comment.

4. **CHIEF EXECUTIVE OFFICER REPORT**

Michael T. Phillips, Chief Executive Officer, presented the item.

**Commissioner Comments:**
Commissioner Green asked for more information on implementation of visitation protocols. Mr. Philips stated that LHH has intentionally begun this process slowly to learn from the experience. The protocol was designed to remain flexible so LHH staff and volunteers may respond to individual situations on a case-by-case basis.

Commissioner Chow requested that the presentation of the report be made in the same order as the written document.
Commissioner Chow welcomed Ms. Biley as the new LHH Chief Nursing Officer. He suggested that it is no longer necessary for LHH to report AWOL data for the past 13 months and added that a monthly total should be fine. Commissioner Guillermo agreed with this suggestion.

Commissioner Guillermo thanked Mr. Philips and LHH staff for the wonderful draft LHH Annual Report and requested that a LHH organization chart be added.

Commissioner Chow noted that the draft LHH Annual Report is good. He suggested that demographics be moved to the beginning and the LHH Executive staff and Commissioners be moved to the back of the report. He also noted that Maggie Rykowski should be acknowledged in the report for her leadership of LHH during the early part of the pandemic.

5. **REGULATORY AFFAIRS REPORT**
   
   Nawzaneen Talai, Chief Quality Officer, presented the item.

   **Commissioner Comments:**
   
   Commissioner Guillermo thanked Ms. Talai for the report.

6. **PRESENTATION: LHH SECURITY ASSESSMENT**

   Basil Price, DPH Director of Security, presented the item.

   **Commissioner Comments:**
   
   Commissioner Guillermo asked Mr. Price to give context to the lower rate of violence. Mr. Price stated that one of the impacts of the COVID-19 lockdown at LHH was an increase in the number of Sheriff’s deputies and a lack of movement of residents between neighborhoods. He noted that increases of violence are attributed to incidents in the early part of the year, before the pandemic.

   Commissioner Chow asked if there are lessons learned from the pandemic than could be useful in the future. Mr. Price stated that the decrease in entry points to the LHH facility has given more control over the campus. He added that there is a possibility of decreasing the number of Sheriff’s deputies. This would mean instead using other DPH healthcare staff, with training to meet security needs within a healthcare setting.

7. **PRESENTATION: LHH FY 19-20 FACILITY ASSESSMENT**

   Nawzaneen Talai, Chief Quality Officer, presented the item.

   **Commissioner Comments:**
   
   Commissioner Chow asked for context of the significant changes in care requirements of the LHH resident population. Ms. Talai stated that she would gather more information on this question and respond through Mr. Morewitz.

   Commissioner Green asked for more information on the difficulty in discharge placements. Dr. Horton stated that although there have been significant improvements in local, state, and federal funding for housing placements, COVID-19 has brought new difficulties. She suggested that the full Commission receive a presentation on this topic.

8. **CLOSED SESSION**

   A) Public comments on all matters pertaining to the Closed Session. (San Francisco Administrative Code Section 67.15).
B) Vote on whether to hold a Closed Session. (Action Item)

C) Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5, 1157.6, and 1157.7; Health and Safety Code Section 1461; San Francisco Administrative Code Sections 67.5, 67.8, 67.8-1, and 67.10; and California Constitution, Article I, Section 1.

CONSIDERATION OF MEDICAL STAFF CREDENTIALING MATTERS

CONSIDERATION OF MEDICAL QUALITY IMPROVEMENT

CONSIDERATION OF PERFORMANCE IMPROVEMENT AND PATIENT SAFETY REPORTS AND PEER REVIEWS

RECONVENE IN OPEN SESSION

1. Discussion and Vote to elect whether to disclose any portion of the closed session discussion that is not confidential under Federal or State law, The Charter, or Non-Waivable Privilege (San Francisco Administrative Code Section 67.12(a).) (Action item)

2. Possible report on action taken in closed session (Government Code Sections 54957.1(a) and 54957.7(b) and San Francisco Administrative Code Section 67.12(b).

9. POSSIBLE DISCLOSURE OF CLOSED SESSION INFORMATION

   Action Taken: The Committee voted to disclose that it had approved the Credentials Report, Medical Quality Improvement, and Performance Improvement and Patient Safety Reports.

10. ADJOURNMENT

   The meeting was adjourned at 5:47pm.