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, Jacky Spencer-Davies, Nawzaneen Talai

The meeting was called to order at 4:02pm.

2. **APPROVAL OF MINUTES FOR MEETING OF JULY 14, 2020**

Commissioner Comments:  
Commissioner Chow asked for an update on the LHH residents who had tested COVID-19 positive, negative, and then positive again. Dr. Hathaway stated that the cultures from these two individuals have not been processed yet. LHH will reach out the CDC colleagues to expedite the lab processing. She noted that per the updated CDC guidelines, LHH will not be retesting individuals who tested COVID-19 positive for three months unless they are symptomatic or have a known exposure.

**Action Taken:** The March 17, 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 Guillermo congratulated LHH for the recent San Francisco Chronicle article and coverage of the effective work by LHH staff.

Commissioner Green requested a graph showing COVID-19 cases in LHH residents and staff to track trends over time.

Commissioner Green asked for an update on development of LHH EPIC reports. Ms. Talai stated that the LHH EPIC Subcommittee on EPIC reports was paused due to COVID-19 but resumed a few weeks ago. The goal is to have reports completed in October.

Commissioner Green requested information learned when LHH contacts residents that have gone AWOL; she noted this information could assist in understanding improvements that could be made.

Commissioner Chow asked for information from the interviews of those LHH residents that chose to not return so that LHH can continue to learn. He requested that data from AWOL residents be graphed to trend this data for the current and past year.

Commissioner Green asked for more information regarding contact tracing procedures for LHH staff that test COVID-19 positive. Mr. Phillips stated that LHH has its own contact tracing team. Ms. Talai noted that if a staff member tests positive for COVID-19 outside of LHH, the City contact tracing program is also utilized in conjunction with the LHH contact tracing efforts.

Commissioner Guillermo asked for more information regarding the number of retirements in June of this year. Mr. Phillips stated that many LHH staff members have worked for decades at the hospital and the retirements were expected. He noted that generally, LHH does an effective job of planning for retirements so that workflow at LHH is not impacted.

Commissioner Chow stated his concern about the isolation of LHH residents due to estimate of 6 weeks before outdoor visitation processes may be put in place. Mr. Phillip stated that LHH must wait until a Health Officer order gives permission for these visits. He added that LHH staff have been checking in with residents and their families. He also noted that LHH has not received a significant number of complaints regarding this issue.

Commissioner Chow asked for more information regarding exposures that led to LHH COVID-19 cases. Mr. Phillips stated that staff cases have resulted from community exposure and some LHH cases have resulted from exposure when a resident left LHH for a procedure.

Commissioner Green asked if there are national best practices for COVID-19 visitation processes at skilled nursing facilities. Mr. Phillip stated that he is unaware of any such best practice. LHH is developing its visitation protocol. Ms. Talai stated that LHH is working closely with the DPH and CDC in the development of this protocol.
5. **REGULATORY AFFAIRS REPORT**
Nawzaneen Talai, Acting Chief Quality Officer, presented the item.

Commissioner Comments:
Commissioner Green asked if the CDPH will address the 65 pending reports at once, thus creating a possible overwhelming burden on LHH staff to respond. Ms. Talai stated that LHH prepares files for each case in anticipation of requests for information from the CDPH.

Commissioner Chow asked if LHH staff are feeling more comfortable reporting suspected incidents. Ms. Talai stated that there has been an improvement in staff reporting allegations of abuse. She gave credit to the improvements in Quality Assurance staff communications with other LHH staff about the reporting process.

6. **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).)

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).

7. **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.

8. **ADJOURNMENT**
The meeting was adjourned at 4:59pm.