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AGENDA

JOINT CONFERENCE COMMITTEE
FOR
LAGUNA HONDA HOSPITAL MEETING

Thursday, March 25, 2004
9:00 a.m. to 11:00 a.m.
at
Conference Room B102
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411

Commissioner. John I. Umekubo, M.D., Chairperson
Commissioner James M. Illig, Member

1) CALL TO ORDER

2) PROPOSED ACTION: APPROVAL OF MINUTES OF THE REGULAR MEETING OF FEBRUARY 26, 2004
**Minutes of February 26, 2004*

3) FOR DISCUSSION: EXECUTIVE ADMINISTRATOR'S REPORT AND CHIEF OPERATING OFFICER'S REPORT
(Activities and operations of Laguna Honda Hospital)
(Larry Funk, LHH Executive Administrator and Robert Christmas, LHH Chief Operating Officer)
**Reports*

4) **FOR ACTION:** **LAGUNA HONDA HOSPITAL REPLACEMENT PROJECT UPDATE**
(Michel Lane, Project Manager, LHH Replacement Project)
**Update*

5) **FOR DISCUSSION:** **CLINICAL CARE REPORT**
(Dr. Terry Hill, M.D., Medical Director; Mary Louise Fleming, R.N., MSN, Director of Nursing; and Serge Teplitsky, RN, Director, Quality Management)
**Report*

6) **FOR DISCUSSION:** **SOARIAN PROJECT UPDATE**
(Pat Skala, CHN Manager for Information Services)
**Update*

7) **FOR DISCUSSION:** **FINANCE REPORT**
(Nancy Arata, Chief Financial Officer)
**Report*

8) **PUBLIC COMMENT****

9) **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 1157(a) and (b); 1157.7, Health and Safety Code Section 1461; and California Constitution, Article I, Section 1

FOR DISCUSSION: **CONSIDERATION OF QUALITY IMPROVEMENT REPORT**
(Quality Improvement Staff)

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 or All Discussions Held in Closed Session. (San Francisco Administrative Code Section 67.12(a).) (Action Item)

10) **ADJOURNMENT**

*** Explanatory documents are available at the Health Commission Office, 101 Grove Street, Room #311.**

**** Opportunity for members of the public to address the Joint Conference Committee on items of interest to the public that are within the subject matter jurisdiction of the Joint Conference Committee. Additionally, public comments will be taken for each agenda item.**

Directions to LHH
Laguna Honda Hospital's Conference Room B102 is located on the first floor at the far West end of the Main Building and is wheelchair accessible. From the entrance, at the end of the hallway, turn right; and the end of second hallway, turn left, and look for Room B102.

Disability Access
Wheel chair assisted participants arriving by motor car should park in the large main parking lost east of the Hospital, utilizing the east lot wheelchair entrance ramp to the Main Building. Upon entering the building, proceed straight ahead the entire length of the building to the west end of the 5th floor, where there is an elevator at the far end of an open air area, take the elevator down to the first floor, where signs will direct you to Simon Auditorium and Conference Room B102. Muni metro subway, most motorbus lines and Forest Hill Station are wheelchair accessible, as are the Hospital buildings.

If you require special listening devices, American sign language interpreters and readers, large print copy of agenda or other special services, please advise LHH's Nursing Office at (415) 664-1580, extension 2709, or by calling 759-2367, 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 *#89 Laguna Honda* (wheel chair accessible) motor shuttle bus, which provides services 7-days a week, every 15 minutes, from 10:12 a.m. to 2:45 p.m., from the Forest Hill Station to the west entrance of the Main Building, to Clarendon Hall, and to the east entrance of the Main Building, adjacent to a wheelchair ramp. For more information about MUNI accessible services, call 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 went 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 more 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 the Sunshine Ordinance Task Force at: Sunshine Ordinance Task Force, Donna Hall, Administrator, City Hall, Room #244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. Telephone (415) 554-7724; fax (415) 554-5163; and e-mail: **Donna_Hall@ci.sf.ca.us**. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, (listed above), the San Francisco Public Library, and on the City's web site at: **www.ci.sf.ca.us/bdsupvrs/sunshine.htm**

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 web site: **www.sfgov.org/ethics**.