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## MINUTES

### JOINT CONFERENCE COMMITTEE FOR LAGUNA HONDA HOSPITAL MEETING

**Monday, May 23, 2005**  
**9:00 a.m. to 11:00 a.m.**  
**at**  
**Conference Room A-300**  
**375 Laguna Honda Boulevard**  
**San Francisco, CA 94116-1411**

#### 1) CALL TO ORDER

Commissioner Chow called the meeting to order at 9:00 a.m.

Present: Commissioner Edward A. Chow, M.D., Chair  
Commissioner James M. Illig, Member

Staff: Evonne Arita, Cheryl Austin, Robert Christmas, Arla Escontrias, Mivic Hirose, Valerie Inouye, John Kanaley, Michael Lane, Tim Skovrinski, M.D., Serge Teplitsky and Adrienne Tong.

#### 2) APPROVAL OF MINUTES OF THE REGULAR MEETING OF APRIL 25, 2005

Action Taken: The Committee approved the minutes of the April 25, 2005 Laguna Honda Hospital Joint Conference Committee meeting.

#### 3) EXECUTIVE ADMINISTRATOR'S REPORT

John Kanaley, Laguna Honda Hospital Executive Administrator, presented the Executive Administrator's Report.

## ANNOUNCEMENTS/INFORMATION

*Dr. Tim Skovrinski leaves LHH:* It is with sadness that Mr. Kanaley informed the Commissioners of Dr. Tim Skovrinski's decision to leave Laguna Honda Hospital and Rehabilitation Center. After 6 years of service to the residents of Laguna Honda Hospital, and as Chief of Medicine for 3 years and Medical and co-Medical Director for the past 1.5 years, Dr. Skovrinski has decided to make a change in his personal life. He has decided to move to Hawaii where he will be working as a Hospital Specialist. Dr. Skovrinski has provided highly regarded leadership in his positions here at LHH and will be sorely missed. The Commissioners joined Mr. Kanaley in wishing him well in his future in Hawaii, and thanking him for his services to Laguna Honda Hospital, its residents, and the Department of Public Health.

*LHH Foundation Suspended:* Mr. Kanaley announced that the Board of Directors of the Laguna Honda Hospital Foundation has decided to suspend the Foundation. This suspension will go into effect on Friday, May 19, 2005 at which time the four employees of the Foundation will be released from their positions. Martin Paley of the Foundation will oversee operations during the suspension. Mr. Kanaley is meeting with Mr. Paley on Monday, May 23, 2005 and will provide the Commissioners with a report of the outcome from that meeting in June. Among issues for discussion will be communications, the reason for the suspension, the anticipated time frame for the suspension, grant applications in progress, contributions from the Combined Charities and other donations. Mr. Kanaley conveyed his personal thanks to Susan Cook-Hoganson and her staff for their dedicated service during the start up of the Foundation, and wished them success in their future endeavors. They will be missed.

*Community Meeting Scheduled:* Laguna Honda has scheduled a community meeting for next Thursday, May 27, 2005, from 7:00 pm to 8:30 pm at the Simon Hall Theatre. Agenda items are Admission policy, Hospital Rebuild, and the Homeless camps on the LHH grounds. Mr. Kanaley encouraged the Commissioners to attend.

## STRATEGIC PLAN

Next report due for April – June 2005 will be presented in July.

## CENSUS REPORT

<b>April 2005</b>	
<b>Beds Occupied</b>	1031
Beds Held	7.9
Beds Reserved	5.2
Beds Available	5.3
Clinically Blocked	2
Locked beds	.13
Isolation Beds	2.2
Admits	3.8
<b>Total</b>	1053.2
Total SNF	1054
Total Acute Capacity	16
M7 Acute Census	3.4/10
L4 Acute Census	.7/6
<b>Total Paid Beds</b>	1043

## STAFFING REPORT

The Hospital Staff Vacancy rate as of May 10, 2005 was 6.38%, up from April's 6.02%. It is worth noting that over the past month 16 requisitions were released from the Mayor's Office. This should help improve vacancy rates.

## REGULATORY REPORT

*DHS:* As Mr. Kanaley reported at the April JCC meeting, LHH had its annual Licensing and Certification survey, which started on March 13, 2005 and continued through March 21, 2005. The main focus of the survey was the area of residents' behavior and related facility practices, including staffing and staff's education and training for managing residents with problem behaviors. On May 12, 2005, LHH received an official statement of deficiencies (CMS Form 2567). Mr. Kanaley is pleased to announce that there are no findings that constitute sub-standard quality of care. The statement contains 35 deficiencies in the different areas, including three deficiencies around resident- to- resident altercations and staffing levels, which will warrant a re-survey for LHH. The re-survey will occur approximately 2-3 weeks after L&C officially approves LHH's plan of correction.

At this point hospital staff is preparing the Informal Dispute Resolution document concurrently with the plan of correction. They will also be preparing to appeal some of the L&C findings and suggested remedies to CMS.

As of today LHH has not yet received a statement of deficiencies from the DHS Life and Safety Code unit for the annual survey from April, however Plant Services Department is already working on some deficiencies presented by the surveyors at the exit conference.

*DOJ:* Mr. Kanaley anticipates another site visit from the DOJ, tentatively scheduled for June 6, 2005. The focus of this site visit is the placement of Laguna Honda residents in the most integrated setting, particularly the MR/DD population. The following day, state and federal agency representatives may join the City and DOJ in discussions on the Assisted Living Waiver, placement of mental/behavioral health residents at LHH, housing, homelessness, and Golden Gate Regional Center. Mr. Kanaley will keep the committee advised.

*CalOSHA:* LHH continues to address CalOSHA concerns from 2004 inspection through Workplace Violence Prevention Program development. Garrett Brown, CalOSHA Industrial Hygienist met with the Workplace Violence Prevention Workgroup on 5/19/05 to discuss LHH progress report for the first quarter of 2005. Mr. Kanaley will continue providing the committee with a progress report on the program development quarterly. The next progress report is due by the end of May 2005.

## PATIENT FLOW

In response to the Board of Supervisors request to report quarterly the progress LHH is making on reversing the Admission Policy priorities back to the pre- March 2004 Admission sources, age and ethnicity data, Mr. Kanaley has pulled the following data:

- 1) Admission Sources
  - a. 2003
  - b. 2004
  - c. Jan-April 2005
- 2) Ethnicity data
- 3) Age data

This information will be sent to the BOS along with copies of the notices mailed to all of the Hospitals in the City informing them of the reversal.

### FINANCIAL REPORT

As of Monday, May 16, 2005, LHH has transferred seven laundry workers to SFGH's Environmental Services Department to offset the lack of funded positions to support them. This should help offset the projected year-end negative variance of \$455,000 for the hospital.

### TCM REPORT

Mr. Kanaley's report included the TCM report for April 2005. He understands that there was a lot of interaction with the presenters last month, and TCM looks forward to returning to the JCC in the fall.

### Public Comment

- Michael Sullivan said the Laguna Honda Hospital Foundation Board of Directors met in secret when deciding to suspend operations. He asked that the Health Commission and Health Department use what influence they have to prevent the dissolution from happening. If the Foundation ever comes back into existence, please make sure that the Health Commission has a formal role.
- Patrick Monette Shaw said Ed Harrington's report did not include TCM data that indicates that people are making the choice to stay at Laguna Honda. It is distressing to learn that TCM staff use acronyms when communicating with cognitively impaired individuals.

### Commissioners' Comments

- Commissioner Illig said the Foundation was established with no direct connection to the Health Commission. He would like the Health Commission, the Health Director and Mr. Kanaley to official communicate with the Ms. Renne the shock and disappointment that operations were suspended. If ever the Foundation should resume operations, the Health Commission and Department need to be involved. He would like an update on this issue in Dr. Katz's Director's Report at the next Health Commission meeting.
- Commissioner Chow said the Health Commission should have followed its instincts in having a Health Commissioner on the Laguna Honda Hospital Foundation board, which is the case with the San Francisco General Hospital Foundation board. Mr. Christmas added that, with regard to the SFGH Foundation, in addition to having a Health Commissioner as a member, there are at least five hospital employees involved as well.
- Commissioner Illig and Commissioner Chow thanked Dr. Skovrinski for his work on behalf of the residents. He and Dr. Isakson brought the medical team to a new level.
- Commissioner Illig thanked staff for fighting against the finding of sub-standard care and prevailing. He said that the Controller has issued a report on options for the Laguna Honda rebuild, and the Joint Conference Committee should get in front of the curve on planning for Option 2.
- Commissioner Chow would like to see the Controller's Report, integrated into the White Paper that the Health Director is preparing. Dr. Skovrinski said that the attachment to the Controller's

Report includes inaccuracies and it is important that assumptions are clarified and corrected before decisions are made.

- Commissioner Illig pointed out that the Public Administrator/Guardian has a new department head, Ann Hinton, who is very interested in working with Laguna Honda Hospital. Mr. Kanaley replied that Public Administrator/Guardian is included in Priority 1 in terms of admissions, and Laguna Honda staff works well with their staff. He added that there will be a full report on TCM in August, but he is going to ask TCM staff to attend all the monthly meetings to answer questions. Commissioner Illig asked if the transfer of the laundry workers to SFGH is the solution to the laundry issue. Mr. Kanaley said that negotiations are still in progress. The positions that were transferred are not budgeted in the current year, and will not be next year. The people are being transferred to funded, vacant positions at SFGH. The FY 2005-06 budget includes funding for contracting out the laundry.
- Commissioner Chow, speaking about sources of admission to Laguna Honda, said it should not be a critique of Laguna Honda if the SFGH admissions are high due to lack of demand from other places. Commissioner Chow has anecdotally heard from the Chinese community that there is a renewed emphasis by On Lok, Self-Help for the Elderly and others to have people stay in a community setting.

#### **4) LAGUNA HONDA HOSPITAL REPLACEMENT PROJECT UPDATE**

Michael Lane presented the Laguna Honda Hospital Replacement Project update. Revised bids for the first two buildings (South and Link) were received in April and are being evaluated by the general contractor and the City's Human Rights Commission. Alternate pricing was received for the East building. The Controller's Office is completing an audit of the bid process as required by the legislation that allowed the subcontractors to submit value-engineering proposals. The first step in the foundation work for the new buildings has begun.

The Mayor's Office of Public Finance sold the first series of General Obligation bonds on May 10, 2005. Willis Insurance was selected to provide an Owner Controlled Insurance Program (OCIP). Elation Systems was selected to provide a web-based labor tracking software application. A meeting is scheduled with the Office of Labor Standards Enforcement, the Local Hiring Administrator and the CityBuild director to discuss implementation.

Discussions continue between the City and the unions regarding the relocation of the laundry off-site.

Work continues on finalizing the consolidation of all Furnishings, Fixtures and Equipment into one database. Formation of an activation team that will spearhead the transition of operations from the existing buildings to the new buildings will begin in June 05. The team has submitted a fifth round of responses OSHPD's comments on the SB1953 compliance plan. OSHPD had indicated that they would respond to the team's latest submittal by the end of February 2005. They have pushed that deadline out to the end of April 2005. We continue to wait for a response.

Mr. Lane updated the Committee on the Controller's report, which was released on May 19, 2005 and includes two options. Both options contemplate building at least 780 beds. The East Building was bid as an alternate, and he is having a series of meetings to structure financing to enable the East Building to be incorporated into the construction.

## Public Comment

- Patrick Monette Shaw is shocked that the Controller's report projects SB 1128 revenues at \$120 million, when until now it has been said that this was a minimal source of funding. Second, the Controller should consider using all of the \$800 million of tobacco funds and fund Option 1.

## Commissioners' Comments

- Commissioner Chow asked if the Health Commission has to approve moving forward with the East Building, and if so what is the timeframe. Mr. Lane said he needs Health Commission approval prior to August because that is when the pricing for the East Building expires.

## 5) **OPERATIONS REPORT**

Robert Christmas, Laguna Honda Hospital Chief Operating Officer, presented the Operations Report.

### DHS-LSC SURVEY

As was stated in the April 25, 2005 report, Life Safety Code experts surveyed the hospital from April 18 - 21, 2005. LHH staff was provided a verbal "exit" summary of findings. The issues are:

#### Construction

- Access panels
- 1" Penetrations above corridor doors

#### Elevator

- Sanitation of elevator pits
- Elevator recall malfunctioned

#### Hazardous Areas

- Washer / Dryer – Curtains were used to separate – must install doors

#### Exit Doors

- Blocked with furniture

#### Fire Alarms

- Many areas in hospital were inaudible, LHH must have a secondary plan to alert patients, staff & visitors

#### Fire Drills

- Some staff were unaware of LHH use of "R.A.C.E"

#### Automatic Sprinkler Systems

- Malfunctioning tamper valves

Staff anticipates a revisit shortly after receiving the official report.

## CAPITAL EQUIPMENT - 04/05

LHH requested several substitutions in this year's capital equipment request in order to purchase equipment needed in this fiscal year.

They will not be purchasing the following equipment:

• Endo-Colono-Sigmoidoscopes	\$47,000.00
• Endo-Castro-Sigmoidoscopes	\$43,000.00
• Hearing Aid Analyzer	\$11,501.00
• Digital Photo Bone Denitometer	<u>\$42,858.00</u>
• Total	\$144,359.00

They wish to purchase "substitute":

• AGFA Radiology Equipment	\$31,000.00
• Dictaphone, Digital Dictation	<u>\$100,000.00</u>
• Total	\$131,000.00

## SMOKING CESSATION / REDUCTION PROGRAM

As part of the continuing efforts to reduce/eliminate the smoking of tobacco products on campus, staff has authorized the construction of enclosed "smoking shelters" that are to be used to redirect residents away from the hospital to four designated areas. The locations of these smoking shelters are in compliance with AB 846.

## HOMELESS ENCAMPMENTS

Staff continues to monitor the unauthorized occupancy of the campus by homeless campers. They are continuing our pursuit of a comprehensive "clean-up" of area via the use of goats, DPW workers and Park & Recreation staff, and will keep the Committee posted on the progress. Mr. Christmas added that the Audubon Society protested Laguna Honda's proposed clean up of the homeless encampments because of disruption to fledgling birds. He said staff took Audubon Society members on a tour of the area, and as a result the Audubon Society agreed to Laguna Honda's proposal to delay bringing goats to the area until after July 15<sup>th</sup>. In addition, Audubon wants to partner with Laguna Honda to make that area more accessible to the public.

### Public Comment

- Patrick Monette Shaw said Laguna Honda hospital services between 1,600 and 1,800 people every year, not 1,200. This needs to be acknowledged in the Controller's report.

### Commissioners' Comments

- Commissioner Illig asked for the updated list of capital budget requests that has been submitted with the FY 05/06 proposed budget.

## **6) CLINICAL CARE REPORT**

Tim Skovrinski, M.D., Assistant Medical Director and Mivic Hirose, R.N. Co-director of Nursing, presented the Clinical Care Report.

Best Friends: A Best Practice

To help residents maintain their personal identity and to decrease their sense of isolation the dementia cluster at Laguna Honda Hospital has initiated a Best Friends Program.

Persons with dementia are at risk for frustration, fear, grief, depression, and loss of social position, role changes and a diminished sense of connectiveness. To help maintain personal identity and to decrease the risk of social isolation, the dementia nursing program supervisor and a nurse educator working collaboratively with the volunteer department, activity therapists and two nurse managers have initiated a Best Friends Program. The program is based upon the book *The Best Friends Approach to Alzheimer's Care* by Virginia Bell and David Troxel and it pairs residents and specially trained volunteers in mutually satisfying experience.

The Best Friend Volunteers meet on a regular basis with the Clinical Nurse Specialist/Educator to discuss concerns and have questions answered. During most of the meetings, the Best Friends discuss the bond that they and the resident are forming, the improvement in their friend's socialization and the gratification that they themselves are experiencing.

Focusing on the familiar concept of friendship, the pilot program has helped six Laguna Honda residents connect and engage in 1: 1 activities with a "friend."

Ms. Hirose updated the Committee on the California Healthcare Foundation Grant.

LHH Medical Staff Appointments

Reappointments:

- Alan Pao, M.D. – Internal Medicine - (Active/Night & Weekend)
- Kateri Murray, M.D. – Internal Medicine – (Active/Night & Weekend)
- Dawn McGuire, M.D. – Internal Medicine – (Active/Night & Weekend)
- Monica Banchemo-Hasson, M.D. – Internal Medicine – (Active/Daytime)
- John Imboden, M.D. – Rheumatology – (Active/Consultant)

Resignations:

- Hootan Khatami, M.D. – Internal Medicine – (Active/Night & Weekend)
- Charles Harris, M.D. – Internal Medicine – (Active/Night & Weekend)
- William Flynn, M.d. – Psychiatry – (Active/Daytime)

LHH Credentials Year-to-Date Report

7/1/2004 to 05/18/2005

New Appointments	5
Reinstatements	0
Withdrawal	0
Reappointments	33
Delinquencies:	0
Reappointment Denials:	0
Resigned/Retired	11
Disciplinary Actions	0
Restriction/Limitation of Privileges	0
Changes in Privileges	0
Additions	0
Voluntary Relinquishments	0



## Commissioners' Comments

- Commissioner Chow asked how many patients would be involved in the grant. Ms. Hirose replied that there would be approximately 49 people from two units (G5 and L4). Commissioner Chow noted that the time period for the grant seems short. Dr. Skovrinsky replied that the RUG scores would be able to very quickly demonstrate the impact of the program.

### 7) **PUBLIC COMMENT**

None.

### 8) **CLOSED SESSION**

#### A) Public Comments on All Matters Pertaining to the Closed Session

None.

#### B) Vote on Whether to Hold a Closed Session (San Francisco Administrative Code Section 67.11)

Action Taken: The Committee voted to hold a closed session.

The Committee went into closed session at 10:40 a.m. Present in closed session were Commissioner Chow, Commissioner Illig, Evonne Arita, Executive Assistant, Cheryl Austin, Director, Health Information Services, Robert Christmas, Chief Operating Officer, Arla Escontrias, Community Relations, Mivic Hirose, Co-director of Nursing, Valerie Inouye, CHN Chief Financial Officer, Paul Isakson, M.D., Medical Director, John Kanaley, Laguna Honda Hospital Executive Administrator, Tim Skovrinsky, M.D., Assistant Medical Director, Serge Teplitsky, Director of Quality Management, Adrienne Tong, Deputy City Attorney and Michele Seaton, Health Commission Executive Secretary.

#### C) Closed Session Pursuant to Evidence Code Sections 1156, 1156.1, 1157, 1157.5 and 1157.6; Health and Safety Code Section 1461; and California Constitution, Article I, Section 1

### **CONSIDERATION OF QUALITY IMPROVEMENT REPORT**

Quality Improvement Staff

#### D) Reconvene in Open Session

The Committee reconvened in open session at 11:16 a.m.

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 Taken: The Committee voted not to disclose any discussions held in closed session.

9) **ADJOURNMENT**

The meeting was adjourned at 11:17 a.m.

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Michele M. Seaton  
Executive Secretary to the Health Commission

**\*Any written summaries of 150 words or less that are provided by persons who spoke at public comment are attached. The written summaries are prepared by members of the public, the opinions and representations are those of the author, and the City does not represent or warrant the correctness of any factual representations and is not responsible for the content.**

**\*\*Minutes are approved at the next meeting of the Laguna Honda Hospital Joint Conference Committee.**