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Department of Public Health



Barbara A. Garcia, M.P.A.
Director of Health

Mark Morewitz, M.S.W.
Executive Secretary

TEL (415) 554-2666

FAX (415) 554-2665

Web Site: <http://www.sfdph.org>

**MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
May 27, 2014, 1:00 p.m.
John T. Kanaley Community Center
375 Laguna Honda Boulevard
San Francisco, CA 94116-1411**

1) CALL TO ORDER

Present: Commissioner Judith Karshmer, Ph.D., PMHCNS-BC, Chair
Commissioner David J. Sanchez, Jr., Ph.D., Member

Excused: Commissioner Cecilia Chung, Member

Staff: Barbara Garcia, Mivic Hirose, Maggie Rykowski, Michael Llewellyn,
Wilmie Hathaway DO, Roland Pickens, Debbie Tam, Ghodsi Davary, Janet Gillen,
ChiaYu Ma, Colleen Riley MD, Christine Hanson, Loretta Cecconi, Marcellina Ogbu,
Mark Morewitz

The meeting was called to order at 1:02pm.

2) APPROVAL OF MINUTES FOR MEETING OF APRIL 22, 2014

Action Taken: The minutes of the April 22, 2014 LHH JCC meeting were unanimously approved.

3) HOSPITAL REPORT

Mivic Hirose, Executive Administrator, gave the report.

Public Comment:

Dr. Derek Kerr submitted the following written comment:

Under "Wellness" in the Administrator's Report we read that "Active Shooter Response" trainings are underway. Is this due to the Flow Project's influx of SFGH patients? Last month, SFGH was on lockdown after a shooting; 3 men were arrested. After the first Flow Project we saw violence,

a gunman chased by LHH Police, and a 30-bed Ward demolished by arson. Drug-Sniffing dogs are being deployed at LHH. What happened to the Substance Abuse Treatment Services? Are they too busy battling tobacco to control meth and crack? What does this say about the drugs and patients flowing into Laguna Honda? Police dogs should interdict drug traffickers - not elderly or physically disabled residents. Disruptive patients should have their own "Neighborhood" - staffed with a Police Officer, SATS counselors and trained nurses. Otherwise, you undermine the autonomy, safety and home-like environment the majority deserves.

4) FY 2013-14 3rd QUARTER FINANCIAL REPORT

ChiaYu Ma, Deputy Financial Officer, gave the report.

Public Comment:

Dr. Derek Kerr submitted the following written comment:

The Gift Fund report shows specialty units like Hospice and Positive Care spending thousands to enhance quality of life for their residents. Others, like the Asian Focus Units and the Dementia Care Program spend nothing. Why don't these unique cultural and behavioral Neighborhoods receive similar support? The Adult Day Health Care sub-fund holds \$1,400. But LHH closed its ADHC Program 5 years ago. It's the only sub-fund without beneficiaries - and controlled by the CEO. This year's Gift Fund budget allocated \$45,000 for bus trip outings. Most of the year has passed, yet only \$21,000 was spent. This month, LHH paid for a Taco Bar Celebration for the Leadership Team and a shin-dig for Nursing Week. In 2009, Nursing used \$8,000 from the Patient Gift Fund to purchase gourmet food, games and pedometers for staff. We still get media inquiries about the Gift Fund. Hopefully, rules are being followed.

5) PATIENT FLOW PRESENTATION

Janet Gillen, Director of Social Services, gave the presentation.

Commissioner Comment/Follow-Up:

Commissioner Sanchez stated the presentation was excellent and a good example of integrating systems within the San Francisco Health Network. He requested that in future presentations, the data in category "Other" be listed.

Commissioner Karshmer stated that the report shows shift in paradigm and effective use of integrating resources throughout the SFDPH.

6) CONSIDERATION OF HOSPITAL-WIDE POLICIES AND PROCEDURES

Mivic Hirose, Executive Administrator, introduced the policies and procedures.

Commissioner Comments/Follow-Up:

Commissioner Sanchez requested that a redline copy of all draft policies be provided to the Commissioners on the day of the meeting.

Action Taken: The LHH JCC unanimously approved the hospital-wide policies and procedures.

7) CONSIDERATION OF MEDICAL STAFF STANDARDIZED PROCEDURES

Wilmie Hathaway, DO, introduced the standardized procedures.

Action Taken: The LHH JCC unanimously approved the Medical Staff standardized procedures.

8) PUBLIC COMMENT

Dr. Derek Kerr submitted the following written comment:

On March 24, the Controller released an audit titled: "Internal Controls at Laguna Honda Hospital's Central Supply Department Do Not Ensure That Assets Are Properly Accounted for and Safeguarded". It found numerous lapses, and recommended written policies. Since reports that critique LHH management are withheld from JCC meeting agendas, I provided the Executive Summary to the Commissioners.

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 1156, 1156.1, 1157, 1157.5 and 1157.6; Health and Safety Code Section 1461; and California Constitution, Article I, Section 1.

REVIEW OF MINUTES OF THE CLOSED SESSION MEETING OF 4/22/14

CONSIDERATION OF STAFF CREDENTIALING

REPORTS

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

Action Taken: The Committee voted to disclose that it approved the May Credentialing Report and not to disclose other discussion held in closed session.

10) ADJOURNMENT

The meeting was adjourned at 1:46pm.