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CITY AND COUNTY OF SAN FRANCISCO

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Department of Public Health



Mitchell H. Katz, M.D.
Director of Health

Michele M. Olson
Executive Secretary

Tel. (415) 554-2666
FAX (415) 554-2665

Web Site: <http://www.dph.sf.ca.us>

MINUTES

JOINT CONFERENCE COMMITTEE FOR SAN FRANCISCO GENERAL HOSPITAL (SFGH) MEETING

Wednesday, August 20, 2003

3:45 p.m. – 5:30 p.m.

1001 Potrero Ave., Conference Room #2A6
San Francisco, CA 94110

1) CALL TO ORDER

The meeting was called to order by Commissioner Parker at 3:50 p.m.

Present: Commissioner Harrison Parker, Sr., DDS, Chair
Commissioner Lee Ann Monfredini

Staff: Anne Chang, Sue Currin, Maya Garcia, Valerie Inouye,
Kathy Murphy (City Attorney's Office), Valerie Ng, M.D.,
Gene O'Connell, Hiro Tokubo, Carlos Villalva

2) APPROVAL OF THE MINUTES OF JUNE 18, 2003

Action Taken: The Committee approved the minutes of the June 18, 2003
San Francisco General Hospital Joint Conference Committee
meeting.

3) HOSPITAL ADMINISTRATOR'S REPORT

Gene O'Connell, CEO of San Francisco General Hospital Medical Center presented the Hospital Administrator's Report.

PROGRAM UPDATES

SFGH 03-04 Goals Drafted

Building on the strategic planning process adopted last fiscal year, the SFGH Executive Committee has drafted ten goals for fiscal year 2003-04, generated by discussions held at its retreat this past May. The goals are being finalized with input from the Medical Executive Committee and will be shared at the SFGH annual update to the Health Commission in October.

Mental Health Rehabilitation Facility Update

Given recent administrative reductions in the FY 2003-04 budget, SFGH has reorganized the administration of the Mental Health Rehabilitation Facility. Alex Anagnos, Director of Nursing at the MHRF, is now responsible for day-to-day operations at the facility and reports to Sharon McCole-Wicher, Director of Behavioral Health Services at SFGH. Behavioral Health Services includes the MHRF, acute psychiatry, and outpatient substance abuse and psychiatric services. Sharon continues to report to Sue Currin, Chief Nursing Officer at SFGH.

Since the decision to restore the MHRF for another year, several members of the Board of Supervisors have toured the facility. Supervisors Tom Ammiano, Aaron Peskin, and Jake McGoldrick visited the MHRF on July 24, July 30 and August 14, respectively. The Supervisors seemed supportive of the facility and interested in seeing it remain open if financially possible.

The Director of Health will be chairing a Blue Ribbon Committee starting September 10 that will discuss the optimal programmatic design and funding mechanism for the MHRF. Ms. McCole-Wicher has been selected to be a member of this committee, and La Francine Tate, Special Assistant to the CEO; and Gloria Rodriguez, Media Relations, have been selected to staff the committee.

Environment of Care/Enforcement of the SFGH Smoking Policy Update

In the past 18 months, the Environment of Care/Safety Committee has struggled with compliance of the SFGH smoking policy. Staff, patients, and visitors continue to smoke in unauthorized areas throughout the facility. SFGH has reviewed and revised its smoking policy, implemented a disciplinary policy for staff violators, reviewed the designation of smoking areas, developed a "Butt Patrol" program, all of which have had some impact on resolving the problem, but has not eliminated it. SFGH is concerned that continued compliance problems may lead to fire safety issues and a repeat JCAHO Type I recommendation.

The Environment of Care/Safety Committee plans to implement a smoking citation issuance program that would issue civil citations of \$100 each to violators under Health and Safety Code 1286. SFGH anticipates that these citations would be issued mostly to visitors and staff, but could also be issued to patients as well. Inpatients are offered nicotine patches as an alternative to smoking during their inpatient stay, and are provided with a designated smoking section.

SFGH Seeks Funding Through Urban Areas Security Initiative (UASI)

Gene O'Connell and other agency heads at the Department of Public Health have been participating on an Emergency Operations Policy Committee to determine funding requests for the Urban Areas Security Initiative, funds allocated to the City and County of San Francisco from the U.S. Department of Homeland Security to enhance and sustain capacity to prevent, respond to, and recover from threats or acts of terrorism. To structure the Department's request, Ann Stangby, Emergency Response Planner for SFGH, and DPH's Emergency Medical Services worked with representatives of other area hospitals to identify citywide health and medical disaster response needs. SFGH requests included funding for air medical access planning and design, light towers, transport monitors, stair chairs for

evacuation, and protective suits. Funds available to the city total approximately \$23 million, which would also be distributed to other city departments such as Fire and Police.

Purchases Supported by the SFGH Patient Care Fund

This year, proceeds from the SFGH Patient Care Fund enabled SFGH to make valuable purchases to better deliver care to patients. Major purchases include: 1) a vascular probe for an ultrasound machine in the Emergency Department, 2) art, furniture, and books to make the pediatric clinic more kid-friendly, 3) a network-based patient information program for handouts on common medical conditions in ten different languages at the 6th grade reading level, 4) sleeper chairs for partners to stay post-partum in OB rooms, 5) an exam table to accommodate physically challenged gynecology patients, 6) a cool-spotted procedure lamp for the Family Health Center procedure clinic, and 7) breast feeding equipment to be loaned out to patients.

EVENTS

On July 25, SFGH held a plaque dedication ceremony and reception commemorating the 20th anniversary of the HIV/AIDS unit. Guest speakers included clinicians who served patients in the unit when the HIV/AIDS epidemic first began and Commissioner Roma Guy.

On August 18, Gene O'Connell held a lunchtime celebration with staff at the SFGH Renal Center, Quality Management, and the Department of Medicine to mark the successful transfer of outpatient dialysis from UCSF to SFGH's license.

STAFF NEWS

Effective July 1, Dr. Valerie Ng replaced Dr. Renee Navarro as Chief of Medical Staff for SFGH. Since November 2000 Dr. Ng has served as Interim Chair of UCSF's Department of Laboratory Medicine and is Chief of Laboratory Medicine at SFGH. She has been based at SFGH since 1987 and has been active in national laboratory medicine affairs, including serving as a panel member of the Clinical Laboratory Improvement Advisory Committee (CLIAC) for the Federal Department of Health and Human Services.

Ann Stangby, Emergency Response Planner for SFGH, and the San Francisco General Hospital Foundation, are being recognized with a Certificate of High Honor from California Medical Center for excellence in patient education. Ms. Stangby and the Foundation developed an emergency response map for the city of San Francisco, which was considered by reviewers to be "of outstanding quality, innovative, focused on an important population, and [demonstrates] use of high-retention learning methods." The Certificate of High Honor was awarded to eight out of 153 submissions total.

Commissioners' Comments

- Commissioner Monfredini asked how long the Blue Ribbon Committee has to meet. Ms. O'Connell responded that they Committee would finish meeting December 2003.
- Commissioner Monfredini explained that California Pacific Medical Center found that fining staff caught smoking did not work (people did not pay the fines), but that docking their pay immediately resolved the problem. Ms. O'Connell said that they would look into this approach.
- Commissioner Monfredini asked who is the final audience for SFGH's FY 2003-2004 goals (see Attachment A). Ms. O'Connell replied that there were multiple audiences, both internal and

external. Commissioner Monfredini advised moving Goal #9 to Goal #1 because if you do not have staff you have nothing. Ms. O'Connell pointed out that although the goals were not meant to be listed in order of importance, she agreed with Commissioner Monfredini's point and would consider moving Goals #9 and #10 to the top of the list.

4) **PATIENT CARE REPORT**

Sue Currin, R.N., M.S., Chief Nursing Officer presented the Patient Care Report, (Attachment B).

Commissioners' Comments

- Commissioner Monfredini asked whether the 14.5 FTE positions that need to be filled could be instead 29 part time? Ms. Currin said answered that it could and that they are very flexible when it comes to accommodating people's desired schedules.
- Commissioner Parker asked if the merger with Paramedics and the Fire Department decreased time SFGH was on diversion. Ms. Currin said that the merger did not seem to have an impact. In fact, Ms. O'Connell noted that this actually increased diversion because there were more ambulances, thereby increasing patients, and none of the hospitals added capacity. This was not recognized ahead of time, but has been realized now.
- Commissioner Parker asked in light of the Stabilization Center, has DPH issued guidelines or done trainings to ensure that paramedics will bring the inebriates to the proper facility? Ms. O'Connell said that this has not happened but will soon, and that Barbara Garcia will present an update to the Stabilization Center at the PHP JCC next week.
- Commissioner Parker asked why, if there is a recognized nursing shortage, did we allow E.R. nurses to be laid off as part of the budget process? Ms. Currin said that they did all they could, but in the end did lose some nurses because the City did not protect the positions. Commissioner Parker noted that this was an expensive and counter productive way of doing things, and questioned why the City did not recognize this. He noted the importance of continuing to make these points to try to avoid this situation in future budget years. Commissioner Parker noted that most of the problems that happen at SFGH do not originate at SFGH.

5) **FINANCE REPORT**

The Finance Report was presented by Valerie Inouye, CHN Chief Financial Officer, (Attachment C)

Commissioners' Comments

- Commissioner Parker asked how the transfer of the Institutional Police to the Sheriff's Department has gone. Ms. O'Connell noted that it has gone very well and that they have an easier time covering the shifts.

6) **SFGH REBUILD UPDATE**

Carlos Villalva, Assistant Hospital Administrator, presented the SFGH Rebuild Update, in the absence of John Kanaley, Senior Associate Administrator, SFGHMC Support Services. The report focused on two conceptual site plans, the selection criteria and the capital cost estimates of each.

Commissioners' Comments

- Commissioner Monfredini asked if they plan to keep the brick buildings on the Potrero Campus. Mr. Villalva answered that yes, they do intend to keep those buildings but will use them as research space, not patient centers.
- Commissioner Parker asked if the Super Clinic would be built in Concept A. Mr. Villalva said that they have moved away from the concept of a "Super Clinic."
- Commissioner Parker asked if they are incorporating the Helipad into their plans. Mr. Villalva said that the cost for this has been assumed in both concepts.
- Commissioner Monfredini shared that she does not believe that Concept C is workable, as it is unaffordable and the Mission Bay land is not zoned for a hospital. Mr. Villalva said that the Steering Committee would meet in a few weeks to narrow the choices down to one. Ms. O'Connell said that the Health Commission would hear the final recommendation in the October meeting. A bond report needs to be done by the third week in March.
- Commissioner Monfredini asked Mr. Villalva to describe exactly which eleven houses that would possibly be purchased under Concept A. Mr. Villalva described the location and said that he will be meeting soon with the homeowners to discuss.
- Commissioner Parker asked how does the safety net status of the hospital impact the various plans for the rebuild. Commissioner Monfredini said that the mission of the hospital guides the process. Ms. O'Connell said that the need to be accessible was used in the criteria.
- Commissioner Monfredini asked why they need to bring in a consultant to figure out the costs of the two different concepts. She asked how much this would cost. Mr. Villalva said this is costing about \$20,000 and noted that they have to know the full costs, but that between the two there is not a huge difference. Commissioner Monfredini said that she thought the consultant cost was reasonable.
- Commissioner Parker said that he was also inclined to buy into Concept A based on the information they have heard to date.

7) PUBLIC COMMENT

8) CLOSED SESSION

A) Public Comment on All Matters Pertaining to the Closed Session

None.

B) Vote on Whether to Hold a Closed Session

Action Taken: The Committee voted to hold a closed session

The Committee went into closed session at 5:30 p.m. Present in closed session were Commissioner Parker, Commissioner Monfredini, Anne Chang, Sue Currin, Maya Garcia, Valerie Inouye, Kathy Murphy (City Attorney's Office), Valerie Ng, M.D., Gene O'Connell, Hiro Tokubo.

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 I

APPROVAL OF CLOSED SESSION MINUTES OF JUNE 18, 2003

Action Taken: The Committee approved the June 18, 2003 closed session minutes.

MEDICAL STAFF REPORT

Valerie Ng, M.D., Chief of Staff

CONSIDERATION OF CREDENTIALING MATTERS

Valerie Ng, M.D., Chief of Staff

Action Taken: The Committee approved the Credentials Report

CONSIDERATION OF MEDICAL AUDIT, QUALITY OF CARE, QUALITY ASSURANCE

John Luce, M.D., Medical Director, SFGH-QM

Hiroshi Tokubo, CHN Quality Director, QM

Alison Moed, Director of Risk Management

D) Reconvene in Open Session

The committee reconvened in open session at 5:45 p.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 of All Discussions Held in Closed Session (San Francisco Administrative Code Section 67.12(b)(2)).

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

9) **ADJOURNMENT**

The meeting was adjourned at 5:50 p.m.

Frances Culp
Acting Executive Secretary
to the Health Commission

Attachments (3)