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**MINUTES
JOINT CONFERENCE COMMITTEE MEETING FOR
LAGUNA HONDA HOSPITAL AND REHABILITATION CENTER
June 8, 2021, 4:00 p.m.
Remote Meeting via Webex Event**

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, Claire Horton MD, Lisa Hoo MD, Wilmie Hathaway DO,
Monica Biley, Nawzaneen Talai, Daniela Kim MD, John Grimes, Troy Williams

The meeting was called to order at 4:01pm.

2. APPROVAL OF MINUTES FOR MEETING OF MAY 11, 2021

Action Taken: The Committee unanimously approved the May 11, 2021 minutes.

3. GENERAL PUBLIC COMMENT:

There was no general public comment.

4. EXECUTIVE TEAM REPORT

Michael T. Phillips, Chief Executive Officer, presented the item.

Commissioner Comments:

Commissioner Chow thanked Mr. Phillips for the reformatted report. He noted that it gives the readers a better grasp of the data and information. He asked for more information on how equity and culture are being addressed throughout LHH. He asked for more information on the goals to improve these metrics and equity work related diversifying the LHH workforce.

Commissioner Green noted that responses to her questions indicates how well the team is working together.

Commissioner Guillermo thanked the team for the responses to questions regarding the hiring timeline for LHH staff. She also thanked the team for sending the video of the Daisy Awards because it was wonderful to see the celebratory activities that bring folks together at LHH.

5. REGULATORY AFFAIRS REPORT

Nawzaneen Talai, Chief Quality Officer, presented the item.

Commissioner Comments:

Commissioner Chow noted that the number of facility incidents reported are lower than the previous years. Ms. Talai stated that the number of these reports ebbs and flows each month. She noted that the Executive team is conducting rounds to encourage all LHH to report incidents in a timely manner. She also stated that there has been great partnership between Medicine, Quality, and Nursing staff in this area.

6. PRESENTATION: LAGUNA HONDA HOSPITAL NURSING DEPARTMENT UPDATE

Monica Biley, Chief Nursing Officer; Edward Guina, Nursing Director, presented the item.

Commissioner Comments:

Commissioner Guillermo thanked Ms. Biley and Mr. Guina for the comprehensive presentation. She noted that it is amazing how LHH continues to evolve in order to maintain the high quality of care for its residents.

Commissioner Green thanked the team for setting up resources and programs that address issues that negative impact the nursing staff. She is hopeful that the new leadership will have great impact.

Commissioner Chow thanked the presenters for the comprehensive presentation and noted that he is looking forward to future updates.

7. 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).) (Action item)
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).

8. 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.

9. ADJOURNMENT

The meeting was adjourned at 6:18pm.