



**JOINT CONFERENCE COMMITTEE  
MINUTES**

**March 11, 2024, from 9:30am – 10:00am**

**Conference Room 1, Martinez Medical Office Building, 2500 Alhambra Avenue, Martinez, CA 94553**

**Or**

**Office of Supervisor Gioia, 11780 San Pablo Ave., Suite D, El Cerrito, CA 94530**

*VOTING MEMBERS PRESENT: Supervisor John Gioia, District I; Supervisor Federal Glover, District V; Samir Shah MD, Chief Executive Officer/Chief Medical Officer on behalf of Dayana Carcamo-Molina MD; Tarun Bhandari MD; VOTING MEMBERS ABSENT: Dayana Carcamo-Molina MD; NON-VOTING MEMBERS PRESENT: Anna Roth RN, Health Services Director; Sarah McNeil MD, Medical Staff President; Kristin Moeller MD, past Medical Staff President; Jaspreet Benepal RN, Chief Nursing Officer; Lisa Schilling RN, Chief Quality and Integration Officer; GUESTS PRESENT: Sergio Urcuyo MD, Hospital Medical Director; Courtney Beach MD, Associate Medical Director of Quality and Safety and Performance Improvement; Andrea Sandler MD, Associate Ambulatory Care Medical Director; Helena Martey RN, Director of Ambulatory Nursing Operations; Nancy Hendra RN, Infection Prevention and Control; Roberto Vargas, Director of Safety and Performance Improvement; Jasmin Contreras RN, Director of Safety and Performance Improvement; Leah Carlon, Health Care Risk Manager; Enrique Henriquez, Chief of Health Services Security; Erika Jessen, Deputy Health Director; William Walker, Government Representative; Rajiv Pramanik, Chief Clinical Informatics Officer; Ashleigh Goddard, Jill Ray, Sarah Kennard, Paul Reyes, Julia Surges, Corticha Flucus, Administrative Support;*

<b>AGENDA ITEM</b>	<b>RECOMMENDATION</b>
<p><b>I. CALL TO ORDER AND INTRODUCTIONS</b></p> <p>Meeting Chair – Supervisor John Gioia, District I</p> <ul style="list-style-type: none"> <li>Meeting called to order at <b>9:32 AM</b> by Supervisor Gioia</li> <li>Location of meeting at two locations under the Brown Act: CCRMC Building 1 Conference Room; Supervisor Gioia’s office in El Cerrito; Public may attend meeting remotely VIA Zoom Webinar or Call In.</li> <li>Agenda has been posted outside Supervisors’ offices and CCRMC. Public is invited to attend publicly or remotely.</li> </ul>	<p align="center"><i><b>Inform</b></i></p>
<p><b>II. APPROVAL OF MINUTES – November 13, 2023</b></p> <p>Supervisor Gioia</p> <p><i>In open session, voting members of Contra Costa Regional Medical Center Joint Conference Committee voted to accept the November 13, 2023, Joint Conference Committee minutes.</i></p> <p>No public comment.</p>	<p><u><b>Motion:</b></u> <b>By: Bhandari to approve</b> <b>Seconded by Shah</b></p> <p><u><b>Ayes:</b></u> <b>Gioia, Glover, Bhandari, Shah</b></p> <p><u><b>Abstain:</b></u> <b>None</b></p>

<p><b>III. PUBLIC COMMENT</b>  Supervisor Gioia  <i>At this time, members of the public may comment on any item not appearing on the agenda. It is recommended that you keep your comments to two minutes or less. Under State law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public will be invited to make comments at the time the item comes up for Board consideration.</i></p>	<p><i>Inform</i></p>
<p>No public comment.</p>	
<p><b>IV. GOVERNANCE APPROVALS</b>  Sarah McNeil, M.D., Medical Staff President</p> <p>A. Consent: Governance Bylaws  B. Approval: JCC Medical Committee Members</p> <ul style="list-style-type: none"> <li>• Approval requested</li> <li>• Minor edits clarifying delegated authority, bylaws name, and quality priority (QAPI) oversight</li> </ul> <p><i>Supervisor Gioia- could you please explain change?</i></p> <p>The Joint Conference Committee shall perform the following functions through delegated authority of the Board of Supervisors:</p> <p>Any questions: None</p>	<p><b><u>Motion:</u></b>  <b><u>By: Bhandari</u></b>  <b><u>Seconded by Shah</u></b></p> <p><b><u>Ayes: Gioia, Glover, Bhandari, Shah</u></b></p> <p><b><u>Abstain: None</u></b></p>
<p><b>V. MEDICAL STAFF APPROVALS</b>  Sarah McNeil, M.D., Medical Staff President</p> <p>A. Consent: Patient Care Policies for CCRMC/HCs  B. Approval: JCC Medical Executive Committee Members</p> <ul style="list-style-type: none"> <li>• Elected JCC Voting members we would like to continue <ul style="list-style-type: none"> <li>○ Dr. Dayna Carcamo-Molina</li> <li>○ Dr. Turan Bhandari</li> </ul> </li> </ul> <p>Approval: Medical Staff Committee Chairs</p> <ul style="list-style-type: none"> <li>• Institutional Review Board - Chaired by: <ul style="list-style-type: none"> <li>○ Dr. Tulshian</li> <li>○ Lisa Schilling RN/Chief Quality Officer</li> <li>○ Dr. McNeil (Interim)</li> </ul> </li> <li>• Inter-Disciplinary Practice Committee this year. <ul style="list-style-type: none"> <li>○ Focused on work of advanced practice clinicians so appropriately chaired by Family Nurse Practitioner.</li> </ul> </li> <li>• Utilization Management Committee – Chaired by: <ul style="list-style-type: none"> <li>○ Dr. Robello (Dr. McNeil – Interim)</li> </ul> </li> </ul> <p>Policies that go through multiple subcommittees then are approved by MEC</p>	<p><b><u>Motion:</u></b>  <b><u>By: Bhandari</u></b>  <b><u>Seconded by Shah</u></b></p> <p><b><u>Ayes: Gioia, Glover, Bhandari, Shah</u></b></p> <p><b><u>Abstain: None</u></b></p>

<p>Consent: Medical Executive Committee Approval: CCMC Policies to bring to JCC Medical Executive Committee Members to bring to JCC.</p> <p>Minimal changes with format updates to show how we are ensuring Quality and Safety by the Medical Staff.</p> <ul style="list-style-type: none"> <li>Hosp.520 Transporting Psychiatric: Patients to Superior Court for Writ Hearings (New)</li> </ul> <p>Updating consent format and policy software. Joint Commission follows us closely in terms of time to sign important for to follow</p> <p><i>Dr. Urcuyo -Clarify for major changes to Governance on how we transfer patients to superior courthouse downtown Martinez a change last year where we were getting transport support from Sheriff deputies that involved into a program where we are doing it with our staff and security personnel. Supervisor Gioia- Who's the security personnel you use? We use Guardian security we have special car that used all protocols in place to get patients to courthouse safely.</i></p> <p>No public comments.</p> <p>A. Medical Staff Update</p>	<p><b><u>Motion:</u></b> <b><i>By: Bhandari</i></b> <b><i>Seconded by Shah</i></b></p> <p><b><u>Ayes:</u></b> <i>Gioia, Glover, Bhandari, Shah</i></p> <p><b><u>Abstain:</u></b> <i>None</i></p>
<p><b>VI. QUALITY AND SAFETY UPDATES</b> Lisa Schilling, RN, Chief Quality Officer; Courtney Beach, M.D., Associate Medical Director of Quality and Safety</p> <p>A. Consent: Patient safety and risk management plan B. Consent: Contract quality report C. Consent: Non-MD contract D. Care Experience E. QAPI 2023 priority project results</p> <ul style="list-style-type: none"> <li>Request: <ul style="list-style-type: none"> <li>Review priority project and goals</li> <li>Identify those you would like to review in committee (PAC)</li> <li>Suggest priority projects or areas of importance</li> </ul> </li> </ul>	<p>Approval Inform</p>
<p><b>VII. Adjourn at 9:53 PM</b></p>	<p>Inform</p>
<p><b>VIII. NEXT MEETING: April 25, 2024 1:00pm-3:00pm</b></p>	

**Minutes approved by Chair: Supervisor John Gioia, District I**

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**Supervisor John Gioia**

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**Date**

**Minutes by Corticha Flucus**