



JOINT CONFERENCE COMMITTEE MINUTES

May 27, 2025 from 1:00 – 3:00 PM

Contra Costa Regional Medical Center

2500 Alhambra Avenue, Martinez, CA – Building 1 First Floor Conference Room

<p>VOTING MEMBERS PRESENT: Supervisor John Gioia, District I; Supervisor Ken Carlson, District IV; Dayana Carcamo-Molina MD; Tarun Bhandari MD; NON-VOTING MEMBERS PRESENT: David Culberson, Chief Executive Officer; Sergio Urcuyo, MD, Chief Medical Officer; Sarah McNeil MD, Medical Staff President; Helena Martey RN, Interim Chief Nursing Officer; GUESTS PRESENT: Andrea Sandler MD, Associate Ambulatory Care Medical Director, Director of Ambulatory Nursing Operations Gabriela Sullivan MD, Ambulatory and Specialty Medical Director; Nancy Hendra RN, Director of Ambulatory Care Nursing Infection Prevention & Control Program; Jasmin Contreras RN, Director, Safety and Performance Improvement; Leah Carlon, Health Care Risk Manager, Safety & Performance Improvement; Emily Parmenter, Strategic Initiatives, Garibay, Lieutenant Chief of Security; Julia Surges, Corticha Flucus</p>	
AGENDA ITEM	ACTION
<p>I. CALL TO ORDER AND INTRODUCTIONS Meeting Chair – Supervisor John Gioia, District I</p> <ul style="list-style-type: none"> Meeting called to order at 1:00 PM by Supervisor Gioia Location of meeting at three locations under the Brown Act: CCRMC Building 1 Conference Room; Supervisor Carlson office in Pleasant Hill; Public may attend meeting remotely VIA Zoom Webinar or Call In. Agenda has been posted outside Supervisors’ offices and CCRMC. Public is invited to attend publicly or remotely. 	Inform
<p>II. APPROVAL OF MINUTES – March 24, 2025 Supervisor Gioia</p> <p><i>In open session, voting members of Contra Costa Regional Medical Center Joint Conference Committee voted to accept the March 24, 2025 Joint Conference Committee minutes.</i></p> <p>No public comment.</p>	<p><u>Motion:</u> By: Carlson Seconded by Carcamo-Molina</p> <p><u>Ayes:</u> Gioia, Carlson, Carcamo-Molina <u>Abstain:</u> None</p>
<p>III. PUBLIC COMMENT Supervisor Gioia</p> <p><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>No public comment.</p>	Inform

<p>IV. ADMINISTRATIVE UPDATE</p> <p>David Culberson, Chief Executive Officer, Contra Costa Regional Medical Center and Health Clinics; Roberto Vargas, MPH, CPHQ, LSSBB, Director of Safety and Performance Improvement</p> <p>A. SCORE Survey, November 2024 Safety, Communication, Operational Reliability and Engagement (SCORE)</p> <ul style="list-style-type: none"> • Cultural Strengths • Cultural Opportunities • Engagement Strengths • Engagement Opportunities <p>Insight to Action</p> <ul style="list-style-type: none"> • Staff Engagement: Sharing results across all departments and teams, hosting facilitates discussions to reflect on team-level insights • Action Planning • Emphasis: feedback mechanisms from local leadership, supporting staff participation in decision making and improving resilience and well-being supports • Accountability: Actions plans will include timelines, responsible parties, progress will be monitored and shared with staff and executive leadership <p>B. Hospital Operations Update</p> <ul style="list-style-type: none"> • Leadership Introduction; Helena Martey, RN,MSN CCRMC Interim Chief Nursing Officer; Shannon Abella, MPH, CCRMC Interim Chief Operating Officer; Sergio Urcuyo, MD, Chief Medical Officer; Cecila Arriera, Interim Deputy Chief Financial Officer, Contra Costa Health • CCRMC Martinez Campus Parking current estimates for 200 additional parking spots. <ul style="list-style-type: none"> ○ Lot C \$42-47 Million ○ Hillside location \$80-96 Million ○ Estimated Construction Time 2 years • Public Works to develop Project Work Request <p><i>Supervisor Gioia- What's the status on the allotment? The board will need more detailed information.</i></p> <p><i>D. Culberson informed the board that CCRMC executive team is working with the Public Works Department to develop a Specific Work Plan. A Project Work Request of \$500k for the first phase (Assessment and Design). Explained more time is needed and preparation to come to the board.</i></p> <p><i>Supervisor Gioia requested that CCRMC return to the board with detailed information and a full presentation so we can understand the need for more funding to complete the project.</i></p>	<p>Inform A, B & D</p>
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<p>C. Operational Policy Review</p> <ul style="list-style-type: none"> • Summary of changes <p>D. Index of operational policies showing changes made</p>	<p><u>Motion:</u> By: Carlson Seconded by Carcamo-Molina</p> <p><u>Ayes:</u> Gioia, Carlson, Bhandari, Carcamo-Molina</p> <p><u>Abstain:</u> None</p>
No public comment.	
<p>VI. MEDICAL STAFF UPDATE Sarah McNeil, M.D., Medical Staff President</p> <p>A. Medical Staff General Updates</p> <ul style="list-style-type: none"> • Medical Staff partnership with the Director's office <p>B. Patient Care Policy Review</p>	<p>Inform A</p> <p><u>Motion:</u> By Carlson Seconded: Carcamo-Molina</p> <p><u>Ayes:</u> Gioia, Carlson, Carcamo-Molina, Bhandari</p> <p><u>Abstain:</u> None</p>
<p>VII. SAFETY AND QUALITY UPDATE Jasmin Contreras, LP.D, MSN, MBA, RN, PHN, HACP, Director of Safety and Performance Improvement</p> <p>A. External Performance Rating, Designation</p> <ul style="list-style-type: none"> • Leapfrog Hospital Safety Grade CCRMC has maintained "A" for Spring 2025 • Age-Friendly Health Systems <p><i>Supervisor Gioia asks to explain the ranking.</i></p> <p>No Comment.</p>	<p>Inform</p>
VIII. Adjourn at 1:43 PM	Inform
IX. NEXT MEETING: July 28, 2025	

Minutes approved by Chair: Supervisor John Gioia, District I

Supervisor John Gioia

Date

Minutes by Corticha Flucus

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