

MINUTES OF THE HARRIS HEALTH SYSTEM
Ambulatory Surgical Center at LBJ Governing Body
August 20, 2020

| AGENDA ITEM | DISCUSSION | ACTION/RECOMMENDATIONS |
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| I. CALL TO ORDER & RECORD OF ATTENDANCE | <p>The meeting was called to order at 9:02 a.m. by Ewan Johnson, MD, Chair. It was noted there was a quorum present and the attendance was recorded. Dr. Johnson announced that the meeting is being conducted by videoconference. Per temporary meeting suspension rules issued by Governor Greg Abbott due to the COVID-19 pandemic, the meeting may be viewed online: http://harrishealthtx.swagit.com/live.</p> | <p>A copy of the attendance is appended to the archived minutes.</p> |
| II. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING | <ul style="list-style-type: none"> • ASC Governing Body Meeting – May 14, 2020 | <p>Motion No. 20.08-27</p> <p>Moved by Dr. Arthur Bracey, seconded by Ms. Victoria Nikitin, and unanimously passed that the Governing Body approve the minutes of the previous meeting. Motion carried.</p> |
| III. POLICIES AND PROCEDURES FOR THE ASC AT LBJ | <p>A. Approval of the New and/or Amended Policies and Procedures for the ASC at LBJ</p> <ul style="list-style-type: none"> i. Policy 5004 – The Ambulatory Surgical Center (ASC) at LBJ Infection Control Plan Mr. Reeder stated that the policy was revised to include Center for Disease Control (CDC) guidelines related to COVID-19. ii. Policy 6015 – Disaster Preparedness Plan Mr. Reeder mentioned that due to a time constraint a placeholder was included in the policy pending a decision from Harris Health leadership. He noted that the verbiage relates to the pandemic and is a direct benchmarking from Infection Prevention group across the System. Dr. Johnson recommended that the Governing Body approve the policy as is and include the supporting verbiage when available. Copies of the policies are available in the permanent record. | <p>Motion No. 20.08-28</p> <p>Moved by Dr. Arthur Bracey, seconded by Ms. Victoria Nikitin, and unanimously passed that the Governing Body approved III.A. Motion carried.</p> |

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| <p>IV. ASC AT LBJ MEDICAL DIRECTOR AND ADMINISTRATOR REPORTS</p> | <p>A. Quality</p> <p>1. Approval of the ASC at LBJ Quality Scorecard Report</p> <p>Mr. Reeder presented the ASC at LBJ Quality Scorecard Report. He reported that the ASC at LBJ has experienced challenges with patient transfers, emergency center (EC) visits, and unplanned anterior vitrectomy (UAVs). He stated that the ASC has been performing exceptionally well year-to-date (YTD) on all benchmarks with the exception of hospital transfers and EC visits. Mr. Reeder explained that the ASC were closed during the month of April due to the pandemic and operated under limited capacity during May and June. Additionally, Mr. Reeder reported one (1) fallout for the month of June related to EC visits and a patient experience rate of 86th percentile YTD. Dr. Glorimar Medina, Executive Vice President & Administrator, Ambulatory Care Services, announced that the ASC has successfully implemented a tele-health pilot in which twelve (12) out of fifteen (15) patients were not required to visit the EC. A copy of the report is available in the permanent record.</p> | <p>Motion No. 20.08-29</p> <p>Moved by Dr. Arthur Bracey, seconded by Ms. Victoria Nikitin, and unanimously passed that the Governing Body approved IV.A.1. Motion carried.</p> |
| | <p>2. Approval of the Quality Assessment and Performance Improvement Plan for the ASC at LBJ</p> <p>i. Quality Improvement Program ii. Infection Control Program</p> <p>Mr. Reeder stated that there are no changes to the Quality Improvement Program; however, the Governing Body is required to review and approve the program annually. He noted that there were two (2) changes to the Infection Control Program in section III.B., which includes an oversight for the Surgical Site Infection (SSI) spelling and revisions to the ASC goal of less than 1% to 0% SSI.</p> | <p>Motion No. 20.08-30</p> <p>Moved by Dr. Arthur Bracey, seconded by Ms. Victoria Nikitin, and unanimously passed that the Governing Body approved IV.A.2. Motion carried.</p> |
| | <p>3. Review and Discussion Regarding the Quality Review Committee Report(s) (January 28, 2020 and May 23, 2020).</p> <p>Mr. Reeder led the discussion regarding the Quality Review Committee Report. He stated that Dr. Perry, Medical Director, ASC, has been working with physician groups to lower patient transfers. He also reported that the ASC front line staff have been working to develop short YouTube videos on hand hygiene and writing scripts for residents transferring to the ASC. Copies of the reports are available in the permanent record.</p> | <p>As reported.</p> |

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| | <p>4. Review and Discussion Regarding the Medical Executive Committee Report(s) (May 28, 2020 and June 23, 2020).</p> <p>Dr. Perry led the discussion regarding the Medical Executive Committee Reports. He expressed his sincere thanks the entire ASC team for their hard work and dedication implementing quality improvement initiatives. Dr. Johnson also recognized the ASC leadership and staff for their outstanding work servicing the residents of Harris County. Dr. Arthur Bracey inquired regarding backlog of colonoscopies as well as strategies to address this matter. Dr. Perry reported that approximately 65% of the colonoscopy backlog is a result of no show appointments and the COVID-19 pandemic. Dr. Perry and Mr. Michael Hill, Senior Executive Vice President, Chief Operating Officer, provided a brief overview regarding new initiatives in which to address the colonoscopy backlog. Discussion ensued. Copies of the reports are available in the permanent record.</p> | <p>As reported.</p> |
| <p>V. GOVERNING BODY REVIEW AND ACTION ITEMS</p> | <p>A. Election of the ASC at LBJ Governing Body Officers</p> <p>Mr. Reeder led the discussion regarding the election of ASC at LBJ Governing Body Officers. He announced the following slate of officers for Board approval:</p> <ul style="list-style-type: none"> i. Dr. Ewan Johnson, Board Chair ii. Dr. Arthur Bracey, Board Vice Chair iii. Ms. Linda Morales, Board Secretary iv. Ms. Alicia Reyes, Board Member v. Ms. Victoria Nikitin, Board Member | <p>As reported.</p> |
| <p>VI. EXECUTIVE SESSION</p> | <p>At 9:27 a.m., Dr. Johnson stated that the Governing Body would enter into Executive Session under Texas Health & Safety Code Ann. §161.032 and Texas Occupations Code Ann. §160.007.</p> | |
| <p>VII. RECONVENE</p> | <p>At 10:09 a.m., Dr. Johnson reconvened the meeting and stated that no action was taken in Executive Session.</p> <p>A. Approval of Medical Staff Applicants and Privileges for the ASC at LBJ Pursuant to Texas Health & Safety Code Ann. §161.032 and Texas Occupations Code Ann. §160.007 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Health Care Services, and Possible Action Upon Return to Open Session. No Action Taken.</p> | <p>Motion No. 20.08-31</p> <p>Moved by Dr. Arthur Bracey, seconded by Ms. Victoria Nikitin, and unanimously passed that the Governing Body approved VI.A. Motion carried.</p> |

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| | <p>Dr. Perry presented the credentialing changes for physicians of the ASC at LBJ medical staff, stating that there are two (2) files for discussion. A copy of the report is available in the permanent record.</p> <p>ASC MEC Initial Appointments</p> <table border="1" data-bbox="464 350 1457 488"> <tr> <td data-bbox="464 350 695 418">LaPointe</td> <td data-bbox="695 350 919 418">Janet</td> <td data-bbox="919 350 1150 418">CRNA</td> <td data-bbox="1150 350 1457 418">Anesthesiology (UTX)</td> </tr> <tr> <td data-bbox="464 418 695 488">Feldman</td> <td data-bbox="695 418 919 488">Robert</td> <td data-bbox="919 418 1150 488">MD</td> <td data-bbox="1150 418 1457 488">Ophthalmology (UTX)</td> </tr> </table> | LaPointe | Janet | CRNA | Anesthesiology (UTX) | Feldman | Robert | MD | Ophthalmology (UTX) | |
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| Feldman | Robert | MD | Ophthalmology (UTX) | | | | | | | |
| VIII. ADJOURNMENT | <p>B. Report by Senior Vice President of Corporate Compliance Regarding Compliance with Medicare, Medicaid, HIPAA and Other Federal and State Health Care Program Requirements and a Status of Fraud and Abuse Investigations, Pursuant to Section §161.032 of the Texas Health & Safety Code, and Possible Action Upon Return to Open Session. No Action Taken.</p> <p>C. Report by the Chief Medical Officer Regarding Quality of Medical and Health Care, Pursuant to Texas Health & Safety Code Ann. §161.032 and Texas Occupations Code Ann. §160.007 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Health Care Services, and Possible Action Upon Return to Open Session. No Action Taken.</p> <p>There being no further business to come before the committee, the meeting adjourned at 10:11 a.m.</p> | | | | | | | | | |

I certify that the foregoing are the minutes of the Harris Health System ASC at LBJ Governing Body Meeting held virtually via WebEx on August 20, 2020.

Respectfully Submitted,



Ewan Johnson, M.D., Ph.D., Chair
 Governing Body of the ASC at LBJ



Linda Morales, Secretary
 Governing Body of the ASC at LBJ

Thursday, August 20, 2020 ASC at LBJ Governing Body Board Meeting Attendance

Note: Attendance is tracked via WebEx registration. If you joined as a group or did not register your name and would like to be counted as present, please submit an email to: BoardofTrustees@harrishealth.org before close of business the day of the meeting.

| BOARD MEMBERS PRESENT | | BOARD MEMBERS ABSENT | |
|-----------------------|--|----------------------|-------------------------------------|
| √ | Dr. Ewan Johnson, <i>Chair</i> | | |
| √ | Dr. Arthur Bracey, <i>Vice Chair</i> | | |
| | | √ | Ms. Linda Morales, <i>Secretary</i> |
| √ | Dr. Scott Perry, Medical Director, ASC | | |
| √ | Mr. Matthew Reeder, Administrator, ASC | | |
| √ | Ms. Victoria Nikitin, Senior Vice President, Finance | | |

| EXECUTIVE LEADERSHIP | | | |
|----------------------|--|--|--|
| √ | Dr. Esmail Porsa, President and Chief Executive Officer | | |
| √ | Mr. Michael Hill, Senior Executive Vice President and Chief Operating Officer | | |
| √ | Ms.Carolynn Jones, Executive Vice President, Chief Compliance and Risk Officer | | |
| √ | Dr. Glorimar Medina-Rivera, Executive Vice President & Administrator, Ambulatory Care Services | | |
| √ | Dr. Tien Ko, Chief of Staff, Lyndon B. Johnson Hospital | | |
| √ | Ms. Sara Thomas, Vice President Legal Affairs/Managing Attorney, Harris County Attorney's Office | | |

| OTHERS PRESENT | | | |
|----------------|-------------------|--|--|
| √ | Adriana Barron | | |
| √ | Amy Kimes | | |
| √ | Catherine Walther | | |
| √ | Elizabeth Winn | | |
| √ | Gloria Montemayor | | |
| √ | Russell Short | | |
| √ | Xylia Rosenzweig | | |