

**MINUTES OF THE HARRIS HEALTH SYSTEM  
AMBULATORY SURGICAL CENTER AT LBJ GOVERNING BODY MEETING  
August 17, 2023  
9:00 AM**

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
<p><b>I. Call to Order &amp; Record of Attendance</b></p>	<p>The meeting was called to order at 9:08a.m. by Ewan D. Johnson, MD, PhD, Chair. It was noted that a quorum present and the attendance was recorded. Dr. Johnson stated while some of Board members are in the room with us today, others will participate by videoconference as permissible by state law and the Harris Health Videoconferencing Policy. The meeting may be viewed online: <a href="http://harrishealthtx.swagit.com/live">http://harrishealthtx.swagit.com/live</a>.</p>	<p><b>A copy of the attendance is appended to the archived minutes.</b></p>
<p><b>II. Approval of the Minutes of the Previous Meeting</b></p>	<p>Approval of the Minutes of Previous Meeting:</p> <ul style="list-style-type: none"> <li>• ASC at LBJ Governing Body Meeting – May 18, 2023</li> </ul>	<p><b><u>Motion No. 23.08 - 09</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve the minutes of the previous meeting. Motion carried.</b></p>
<p><b>III. Executive Session</b></p>	<p>At 9:09 a.m., Dr. Johnson stated that the ASC Governing Body would enter into Executive Session for Items “A through C” as permitted by law under Texas Health &amp; Safety Code Ann. §161.032 and Texas Occupations Code Ann. §160.007.</p>	
	<p><b>A.</b> Discussion Regarding Medical Staff Applicants and Privileges for the Ambulatory Surgical Center (ASC) at LBJ Hospital, Pursuant to Tex. Health &amp; Safety Code Ann. §161.032 and Tex. Occ. 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, Including Consideration of Approval of Medical Staff Applicants and Privileges for the ASC at LBJ Hospital Upon Return to Open Session.</p>	<p><b>No Action Taken.</b></p>
	<p><b>B.</b> Report by the Vice President, Compliance Officer, Regarding Compliance with Medicare, Medicaid, HIPAA and Other Federal and State Healthcare Program Requirements and a Status of Fraud and Abuse Investigations, Pursuant to Tex. Health &amp; Safety Code Ann. §161.032, Including Possible Action Regarding this Matter Upon Return to Open Session</p>	<p><b>No Action Taken.</b></p>

	<p><b>C.</b> Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Health &amp; Safety Code Ann. §161.032 and Tex. Occ. Code Ann. §160.007 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including ASC at LBJ Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session</p>	<p><b>No Action Taken.</b></p>
<p><b>IV. Reconvene</b></p>	<p>At 9:41 a.m., Dr. Johnson reconvened the meeting and stated that no action was taken in Executive Session.</p>	
<p><b>V. General Action Item(s)</b></p>	<p><b>A.</b> General Action Item(s) Related to Quality: Ambulatory Surgical Center at LBJ Hospital Medical Staff</p>	
	<p>1. Approval of Credentialing Changes for Members of the Harris Health System Ambulatory Surgical Center at LBJ Hospital Medical Staff</p> <p>Dr. Scott Perry, Medical Director, ASC, presented the credentialing changes for members of the Harris Health System Ambulatory Surgical Center at LBJ Hospital Medical Staff. For August 2023, there were two (2) initial appointments and seven (7) reappointments. A copy of the credentialing report is available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 10</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.A.1. Motion carried.</b></p>
	<p>2. <i>Agenda Item Taken Out of Order</i></p> <p>Approval of the Quality Assessment and Performance Improvement Plan for the Ambulatory Surgical Center at LBJ</p> <p>i. Quality Improvement Program ii. Infection Control Program</p> <p>Mr. Matthew Reeder, R.N., Administrator, ASC at LBJ, stated that there were no revisions to the Quality Improvement Program. For the Infection Control Program, Mr. Reeder noted a change to the policy related to the number of hand hygiene observations from 45 to 100 per month for the ASC. Copies of the policies are available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 13</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.A.2. Motion carried.</b></p>

	<b>B. General Action Item(s) Related to Policy and Procedures</b>	
	<p>1. Approval of New and/or Amended Policies and Procedures for the Ambulatory Surgical Center at LBJ</p> <p>i. Policy ASC-P-1001 ii. Policy ASC-P-6015 and 6016</p> <p>Mr. Matthew Reeder, R.N., Administrator, ASC at LBJ, presented the new and/or amended policies for the Ambulatory Surgical Center at LBJ. Mr. Reeder stated that the following examples in parenthesis were removed from Appendix A of Policy ASC-P-1001:</p> <ul style="list-style-type: none"> <li>• All intra-abdominal procedures (<i>open or laparoscopic</i>)</li> <li>• All intra pelvic procedures (<i>open and laparoscopic</i>)</li> </ul> <p>Copies of the policies are available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 11</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.B.1. (i). Motion carried.</b></p>
	<p>Mr. Reeder stated that Policy ASC-P-6015 and 6016 are related to disaster preparedness or reaction to a disaster. He noted that revisions were made to each of the policies to reflect the same protocol and procedures within each. Copies of the policies are available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 12</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.B.1. (ii). Motion carried.</b></p>
	<p>2. Approval of Medical Staff Bylaws for the Ambulatory Surgical Center at LBJ</p> <p>Dr. Scott Perry presented the Medical Staff Bylaws for Ambulatory Surgical Center at LBJ. He noted a change to Bylaws to the lower the minimum case requirement performed for the ASC's smaller services. A copy of the Medical Staff Bylaws is available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 14</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.B.2. Motion carried.</b></p>
	<p>3. Approval of Revisions to Governing Body Bylaws of the Ambulatory Surgical Center at LBJ</p> <p>Mr. Reeder presented the revisions to Governing Body Bylaws of the Ambulatory Surgical Center at LBJ. He stated that previously the ASC reported to the Board of Trustees on a quarterly basis, however, the Bylaws has been revised to reflect biannual reporting. He noted that the Bylaws were reviewed on an annual basis, but has been revised to reflect a biannual review. Mr. Reeder stated that there were small incremental changes as such to match practice. A copy of the revised Governing Body Bylaws is available in the permanent record.</p>	<p><b><u>Motion No. 23.08 - 15</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.B.3. Motion carried.</b></p>

	<p>4. Discussion and Appropriate Action to Elect Officers of the ASC Governing Body in Accordance with Article V, Section 2 of Governing Body Bylaws of the Ambulatory Surgical Center (ASC) at LBJ</p> <ul style="list-style-type: none"> <li>• Vice Chair</li> </ul> <p>Dr. Johnson announced the appointment of Ms. Jennifer Tijerina as the new Vice Chair of the ASC at LBJ Governing Body.</p>	<p><b><u>Motion No. 23.08 - 16</u></b></p> <p><b>Moved by Ms. Alicia Reyes, seconded by Ms. Jennifer Tijerina, and unanimously passed that the Governing Body approve V.B.4. Motion carried.</b></p>
<p><b>VI. ASC at LBJ Medical Director and Administrator Reports</b></p>	<p><b>A.</b> Report Regarding Medical Staff Operations, Clinical Operations, Statistical Analysis of Services Performed and Operational Opportunities at the ASC at LBJ Including Questions and Answers</p> <p>Mr. Reeder provided an update on the Ask My Nurse Hotline. He stated that the Ask My Nurse survey has helped to provide data analytics related to EPIC OpTime and the ASC patient population. He touched upon staffing shortages and the capacity to have its five (5) operating rooms functioning for five (5) days a week. Copies of the MEC report are available in the permanent record.</p>	<p><b>As reported.</b></p>
<p><b>VII. Adjournment</b></p>	<p>Moved by Ms. Jennifer Tijerina, seconded by Ms. Alicia Reyes, and unanimously approved to adjourn the meeting. There being no further business to come before the Governing Body, the meeting adjourned at 9:51 a.m.</p>	

I certify that the foregoing are the Minutes of the Harris Health System ASC at LBJ Governing Body Meeting held on August 17, 2023.

Respectfully Submitted,

Jennifer Tijerina, MS, Acting Chair

Minutes transcribed by Cherry A. Pierson, MBA