

DIALYSIS CENTER (DC) AT QUENTIN MEASE GOVERNING BODY

Thursday, May 15, 2025

9:45 A.M.

(or immediately following the Ambulatory Surgical Center at LBJ Governing Body meeting)

BOARD ROOM

4800 Fournace Place, Bellaire, Texas 77401

The meeting may be viewed online at: <http://harrishealthtx.swagit.com/live>

Notice: Members of the Governing Body may participate by videoconference.

Mission

Harris Health is a community-focused academic healthcare system dedicated to improving the health of those most in need in Harris County through quality care delivery, coordination of care, and education.

AGENDA

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|---|---------------------------|-----------------|
| I. Call to Order and Record of Attendance | Mr. Matthew Reeder | 1 min |
| II. Approval of the Minutes of Previous Meeting | Mr. Matthew Reeder | 2 min |
| • DC Governing Body Meeting – February 20, 2025 | | |
| III. Executive Session | Mr. Matthew Reeder | 15 min |
| A. Report by the Executive Vice President, Chief Compliance and Risk 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 & Safety Code Ann. §161.032, Including Possible Action Regarding this Matter Upon Return to Open Session – Ms.Carolynn Jones | | <i>(5 min)</i> |
| B. Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including DC Governing Body Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session – Dr. Matasha Russell, Dr. Kevin Erickson and Dr. Lori Timmons | | <i>(10 min)</i> |
| IV. Reconvene | Mr. Matthew Reeder | 1 min |
| V. General Action Item(s) | Mr. Matthew Reeder | 5 min |
| A. General Action Item(s) Related to Policy and Procedures | | |
| 1. Consideration of Approval of Amended Policy and Procedures for the DC at Quentin Mease – Dr. Kevin Erickson and Dr. Lori Timmons | | <i>(5 min)</i> |

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| VI. DC at Quentin Mease Operations Report | Mr. Matthew Reeder | 5 min |
| A. Report Regarding Medical Staff Operations, Clinical Operations, Statistical Analysis of Services Performed and Operational Opportunities at the Dialysis Center, Including Questions and Answers – <i>Dr. Kevin Erickson and Dr. Lori Timmons</i> | | <i>(5 min)</i> |
| VII. Adjournment | Mr. Matthew Reeder | 1 min |

MINUTES OF THE HARRIS HEALTH
DIALYSIS CENTER AT QUENTIN MEASE GOVERNING BODY MEETING
Tuesday, February 20, 2025
10:15 AM

AGENDA ITEM	DISCUSSION	ACTION/RECOMMENDATIONS
I. Call to Order and Record of Attendance	The meeting was called to order at 9:43 a.m. by Mr. Matthew Reeder, RN, Presiding Officer. It was noted that a quorum was present, and the attendance was recorded. The meeting may be viewed online via the Harris Health website: http://harrishealthtx.swagit.com/live .	A copy of the attendance is appended to the archived minutes.
II. Approval of the Minutes of Previous Meeting	<ul style="list-style-type: none"> DC at Quentin Mease Governing Body Meeting – October 8, 2024 	<u>Motion No. 25.02 – 01</u> Moved by Ms. Sima Ladjevardian, seconded by Dr. Lori Timmons, and unanimously approved the minutes of the October 8, 2024, meeting. Motion carried.
III. Executive Session	At 9:45 a.m., Mr. Reeder stated that the HHDC would enter into Executive Session for Items 'A and B' as permitted by law under Tex. Health & Safety Code Ann. §161.032 and Tex. Occ. Code Ann. §160.007.	
	A. Report by the Executive Vice President, Chief Compliance and Risk 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 & Safety Code Ann. §161.032, Including Possible Action Regarding this Matter Upon Return to Open Session	No Action Taken.
	B. Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Health & 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 DC Governing Body Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session	No Action Taken.
IV. Reconvene	At 10:01 a.m., Mr. Reeder reconvened the meeting in open session; he noted that a quorum was present and that no action was taken in Executive Session.	

V. Dialysis Center at Quentin Mease Governing Body Operations Reports	A. Report Regarding Medical Staff Operations, Clinical Operations, Statistical Analysis of Services Performed and Operational Opportunities at the Dialysis Center, Including Questions and Answers Dr. Kevin Erickson, Medical Director, HHDC, an update on the Baxter plant following Hurricane Helene and its impact on Harris Health and the pharmaceutical industry. He noted that these issues have since been resolved, allowing a return to the prescribed three-times-a-week dialysis schedule. He noted that HHDC is collaborating with the End Stage Renal Disease Network of Texas, Inc. (ESRD Network of Texas) to address hospitalizations. Dr. Lori Timmons, Director, Ambulatory Nursing, shared that HHDC shared that DC submitted a poster presentation on the peritoneal dialysis program to America’s Essential Hospital Vital 2025, and it was selected. Dr. Cody Pyke recommended presenting the poster presentation to the DC Governing Body and/or full Board to highlight the outstanding work being done at the Dialysis Center.	As Presented.
VI. Adjournment	There being no further business to come before the Governing Body, the meeting adjourned at 10:05 a.m.	

I certify that the foregoing are the Minutes of the Harris Health Dialysis Center at Quentin Mease Governing Body Meeting held on February 20, 2025.

Respectfully Submitted,

Mr. Matthew Reeder, RN, Presiding Officer
In Lieu of Cody Pyke, MD, JD, LLM, HHDC Chair

Minutes transcribed by Cherry A. Joseph, MBA

Thursday, February 20, 2025
Harris Health Dialysis Center (DC) at Quentin Mease Governing Body Attendance

GOVERING BODY MEMBERS PRESENT	GOVERNING BODY MEMBERS ABSENT	OTHER BOARD MEMBERS PRESENT
Dr. Cody Pyke		
Sima Ladjevardian, <i>Harris Health Board Member</i>		
Dr. Kevin Erickson		
Dr. Lori Timmons		
Matthew Reeder (<i>Presiding Chair</i>)		

HARRIS HEALTH EXECUTIVE LEADERSHIP, STAFF & SPECIAL INVITED GUESTS	
Alexander Barrie	John Matcek
Carolynn Jones	Louis Smith
Cherry Joseph	Maria Cowles
Daniel Smith	Dr. Matasha Russell
Elizabeth Hanshaw Winn (<i>Harris County Attorney's Office</i>)	Randy Manarang
Dr. Esmaeil Porsa, <i>Harris Health System President & Chief Executive Officer</i>	Sara Thomas (<i>Harris County Attorney's Office</i>)
Dr. Jennifer Small	Shawn DeCosta
Jennifer Zarate	Dr. Steven Brass
Jerry Summers	

Virtual Attendee Notice: *If you joined as a group 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.*

Thursday, May 15, 2025

Executive Session

Report Regarding Quality of Medical and Healthcare, Pursuant to Tex. Occ. Code Ann. §160.007 and Tex. Health & Safety Code Ann. §161.032 to Receive Peer Review and/or Medical Committee Report in Connection with the Evaluation of the Quality of Medical and Healthcare Services, Including DC Governing Body Quality Scorecard Report, Quality Review Committee Report and Medical Executive Committee Report, Including Possible Action Upon Return to Open Session.

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Thursday, May 15, 2025

Consideration of Approval of Amended Policy and Procedures for the DC at Quentin Mease

As part of the regulatory requirements of the Dialysis Center (DC), the Governing Body is to review and approve the DC's amended policies.

Listed below is a summary of the policy changes.

- Policy QMD-EM-104: Emergency Preparedness and Contingency Operations Plan
 - Updated system name throughout policy



**DIALYSIS CENTER AT QUENTIN MEASE
HEALTH CENTER**

**DEPARTMENTAL GUIDELINES AND
PROCEDURES**

Guideline No: QMD-EM-104
Page Number: 1 of 4

Effective Date: 08/22/2008
Last Review Date: 01/3/2025
Due for Review:

**TITLE: EMERGENCY PREPAREDNESS AND CONTINGENCY
OPERATIONS PLAN**

PURPOSE: To provide guidance on the provisions of care during an emergency.

GUIDELINES/PROCEDURES STATEMENT:

Harris Health Dialysis Center at Quentin Mease has a disaster preparedness and contingency plan in place to ensure continuity of care for patients when a major disruptive event occurs. The governing body of Harris Health Dialysis Center at Quentin Mease is responsible for the development of this plan.

ELABORATION:

I. DEFINITIONS:

- A. DISASTER/EMERGENCY EVENT:** An incident or occurrence (e.g. severe weather condition, flood, hurricane, exposure to contaminated air, or dangerous chemicals) that demands a crisis response beyond the scope of any single line service agency or service; and presents a threat to a community or larger area.
- B. EMERGENCY:** An incident likely to threaten the health, welfare, or safety of end stage renal disease facility patients or staff or the public, including a fire, equipment failure, power outage, flood, interruption in utility service, medical emergency, or natural or other disaster.

II. PROCEDURES

See Appendix A



**DIALYSIS CENTER AT QUENTIN MEASE
HEALTH CENTER**

**DEPARTMENTAL GUIDELINES AND
PROCEDURES**

Guideline No: QMD-EM-104
Page Number: 2 of 4

Effective Date: 08/22/2008
Last Review Date: 01/3/2025
Due for Review:

REFERENCES/BIBLIOGRAPHY:

Relating to emergency planning for the continued treatment and safety of end stage renal disease facility patients, SB. 1876, 87th Cong (2021).

<https://capitol.texas.gov/tlodocs/87R/billtext/pdf/SB01876F.pdf>

ACS Disaster Preparedness Plan 2024
Emergency Operations Plan.

DEPARTMENT OF PRIMARY RESPONSIBILITY:

Harris Health Dialysis Center at Quentin Mease.

REVISION HISTORY:

Effective Date	Version# (If Applicable)	Review/ Revision Date (Indicate Reviewed or Revised)	Reviewed or Approved by: (Directors, Committees, Managers, and Stakeholders, etc.)
09/01/2021			Riverside Dialysis Governing Board
		12/10/2021	Riverside Dialysis Governing Board
		10/27/2022	Riverside Dialysis Governing Board
		Revised	Dialysis Center at Quentin Mease Governing Body



**DIALYSIS CENTER AT QUENTIN MEASE
HEALTH CENTER**

**DEPARTMENTAL GUIDELINES AND
PROCEDURES**

Guideline No: QMD-EM-104
Page Number: 3 of 4

Effective Date: 08/22/2008
Last Review Date: 01/3/2025
Due for Review:

APPENDIX A

I. GENERAL PROVISIONS:

- A.** The emergency preparedness and contingency plan shall be reviewed, updated, and approved annually by facility leadership.
- B.** Facility leadership will be responsible for ensuring the following entities are notified of facility closures or reduction in hours of operations due to emergencies:
 - a.** Departments Medical Director, nursing and support services;
 - b.** Harris Health and Ambulatory Care Services senior leadership;
 - c.** Hospitals with backup and/or transfer agreements. Harris Health Ben Taub and LBJ hospitals will provide back up and support dialysis services during an emergency;
 - d.** Regional Advisory Council; and
 - e.** Local Emergency Management Agency
- C.** Patients shall be notified via phone or electronic communications methods in the event scheduled dialysis services are interrupted.
- D.** The facility shall have an approved continuity of care plan to include:
 - a.** Procedures for distribution of written materials to patients with the facilities emergency preparedness and contingency operations plan; and
 - b.** Transportation options.
- E.** Staff shall receive annual training on the facility emergency preparedness and contingency plan.
- F.** Staff shall maintain a current copy of the facilities disaster call tree and emergency contact numbers.
- G.** Annually, the facility shall:
 - a.** Contact a local and state disaster management representative, an emergency operations center, and a trauma service area regional advisory council to:
 - i.** Request comments on whether the emergency preparedness and contingency operations plan adopted by the facility under should be modified; and ensure that local agencies, regional agencies, state agencies, and hospitals are aware of the facility, the facility's policy



**DIALYSIS CENTER AT QUENTIN MEASE
HEALTH CENTER**

**DEPARTMENTAL GUIDELINES AND
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Guideline No: QMD-EM-104
Page Number: 4 of 4

Effective Date: 08/22/2008
Last Review Date: 01/3/2025
Due for Review:

on provision of life-saving treatment, the facility's patient population and potential transportation needs, and the anticipated number of patients affected.

- ii. Educate patient patients on emergency and disaster preparedness readiness to include, emergency diet, patient wristband identification, prescription medication and medical supplies, communication methods, and maintenance of current medical records documentation.