

| TOPIC | DISCUSSION AND FINDINGS | RECOMMENDATION | FOLLOW-UP/ACTION |
|--------------------------|--|---|--|
| Call to Order 4:35 PM | The following members were present on the attached sign-in roster. | A quorum was present and the meeting was called to order. | None. |
| Introduction(s) | | | |
| | Candice Abbott, CFO | None | None |
| Public Comments | | | |
| | None | | None |
| Minutes | | | |
| Meeting Minutes | Approval of December 6, 2021 MEC minutes. | None | Motion to approve December 6, 2021 MEC meeting minutes 1 st Motion: Dr. Luis Perezalonso 2 nd Motion: Dr. Julie Pass All approved |
| Old Business | | | |
| | None | None | None |
| New Business | | | |
| | MEC Meeting Dates for 2022 provided to MEC staff for review. | None | None |
| Report | | | |
| Treasurer Report | <p>Amount in PNC account: [\$ 91,502.21]</p> <p>Only 2 checks written for December: Residents Retreat/February - \$5,000 on 12/20 and Retainer Fee for Lawyer - \$2,500 on 12/1.</p> | None | |

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| | Concerns: Dr. Dawkins isn't allowed to write a check to himself for reimbursement of Dr. Pena's service. | | Dr. Gunawardene or Dr. Perezalonso need to file for access. |
| Committee Reports | | | |
| Pharmacy Report | All MEC members received the Pharmacy Report for November 2021. | None | Kristine is on vacation and will present at the next MEC meeting. |
| Department Reports | | | |
| Family Residency Report | Nothing to report | None | None |
| Delinquent Medical Records | <p>All MEC members received the Delinquent Medical Records report for November 2021. Deficiencies – 426 and 129 Delinquent charts.</p> <ul style="list-style-type: none"> • Providers suspension • H&P's should be done within 24 hours. Janet will need to review the timeframe for verbal/phone orders for signature. | <ul style="list-style-type: none"> • Dr. Gunawardene recommends 30 days from 12/22/21 letter to implement suspension of admitting privileges until deficiencies reach 50% by January 22, 2022. Admitting Privilege Suspension Notification will go out January 22, 2022 to all providers that is on the list who has not completed their charts. | <ul style="list-style-type: none"> • Janet and RoseAnn will meet tomorrow to go over the list and mail notifications to all providers. • Janet will pull the policies for next MEC meeting. |

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| | <p>Physicians can no longer sign another physicians chart.</p> <p>All providers need to have remote access.</p> | <ul style="list-style-type: none"> Dr. Umoren will handle Ketty Letang's charts. | <p>Janet and Candice will meet to make sure all providers have remote access.</p> |
| CCU Report | All MEC members received the CCU Report for November 2021. | None | None |
| Emergency Department Report | <p>All MEC members received the ED Report for the month of November 2021. Dr. Perezalonso reported the ER seen 1,337 from 1,269 last year. Transfers – 70, compared to 104 last year. Hospitalized – 170; AMA – 33.</p> <p>Dr. Perezalonso and Regina will report AMA's on a spreadsheet that details each specific case - 98% are unavoidable.</p> | None | None |
| Radiology Report | <p>All MEC members received the Radiology Report for November 2021.</p> <p>PowerScribe Training: Dr. Novick – 1/4/22; Dr. Castillo – 1/5/22 and Dr. Marino – 1/6/22.</p> | None | None |
| Surgery Services Report | All MEC members received the Surgical Report for November 2021. | None | None |
| Credentialing Report | Nothing to report | None | None |
| Lab Report | <p>All MEC members received the Laboratory Report for November 2021. Wastage: 1 unit PRBC and 20 units of Plateletpheresis all expired on stock.</p> <p>CCP is available for use but very limited.</p> | <p>Dr. Perezalonso recommended for the next 3 months to keep 2 units on hand. Dr. Gunawardene wants to continue keeping the 2 units.</p> | <p>Dinaliza will have the Wastage Report Costs at the next MEC meeting.</p> |

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| OB Services Report | <p>All MEC members received the OB report for November 2021: 12 deliveries - 9 vaginal and 3 C-sections.</p> <p>Dr. Pass mentioned that OB has no labor and delivery nurse. Janet and Karen are working on getting coverage.</p> | None | None |
| Community Liaison Report | Nothing to report | None | None |
| Pediatric Report | All MEC members received the Pediatric report for November 2021. | None | None |
| Associate CMO Report | <p>Sickle Cell Pain Management SOP was given to all MEC members for review and approval.</p> <p>New Business/In Progress/Follow-ups:</p> <ul style="list-style-type: none"> • New Director of Quality to begin 1/4/22: Judy Westhouse is replacing Eduardo Bustillo • Whitecoats delivered – any issues let Dr. Medard know • Pediatric census reporting issue in Epic • Telemedicine – update (met with Compliance) <ul style="list-style-type: none"> ○ Recommend IT input | None | <p>Motion to approve Sickle Cell Pain Management SOP</p> <p>1st Motion: Dr. Julie Pass</p> <p>2nd Motion: Dr. Jennifer Dorce-Medard</p> <p>All approved</p> <p>Dr. Medard will follow up with the Pediatric census reporting issue and report at the next MEC meeting.</p> |

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| | <ul style="list-style-type: none"> ○ Will follow up with Compliance after IT ● PPEC (Professional Excellence Committee) meeting <ul style="list-style-type: none"> ○ ER Provider KPI dashboard - reviewed with Jennifer Vorst <p>Dr. Medard notified Dr. Fein that it's not appropriate to make a note at the bottom of the mid-levels chart. He confirmed going forward he will not make his notes.</p> | | |
| Quality Report | Nothing to report | None | None |
| Director of Nursing Report | Nothing to report | None | None |
| Risk Management | All MEC members received the Risk Management report for November 2021 – Q4. There were 57 incidents. Top trending: AMA; LWBS; IV/Blood and Behavior Issues. No good catch or near miss. | None | None |
| Associate VP Report | <p>Happy New Year! Few updates:</p> <ul style="list-style-type: none"> ● Ground transportation underway ● MRI contract has been signed – project will start this year ● Staffing challenges – Reaching out to 3 agencies for help. ● Director of Nursing returns on 1/15/22 ● Infection Control – Working on a plan for staff with COVID. Karen Harris and Jennifer Glisson are monitoring the numbers. Please inform Janet if some Physicians are out due to COVID. | None | None |

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| | <ul style="list-style-type: none"> • Mobile Unit – Rapid Testing <ul style="list-style-type: none"> ○ Monday – Saturday; 9 a.m. to 4 p.m. (only if they have test kits) • AMR – Monoclonal Treatments <ul style="list-style-type: none"> ○ Need to get a schedule • Director of Quality and Patient Safety <ul style="list-style-type: none"> ○ Judy Westhouse, starts 1/4/22 | | |
| Adjournment | Meeting adjourned at 5:37 p.m. Next meeting March 7, 2022 | | |

APPROVED