

**Chief of Staff**  
Ishan Gunawardene, MD  
*June 2020 - Present*



**Associate Chief Medical Officer**  
Jennifer Dorce-Medard, DO  
*September 2020 - Present*

**Secretary/Treasurer**  
Melissa Carlson, MD  
*August 2018 - Present*

**Chief of Staff-Elect**  
Vacant

**Medical Executive Committee Meeting Agenda**  
**October 5, 2020**  
**4:30 p.m. – 6:00 p.m.**

1. **Call to Order**
2. **Introduction(s)**
3. **Public Comment(s)**
4. **Approval of Previous Minutes**
  - a) September 14, 2020 MEC minutes
5. **Treasurer Report – Dr. Melissa Carlson**
6. **Old Business**
  - a) Hospital Chart Completion Policy and Procedure – *Manuel L. Diaz*
  - b) SOP for Wound Prevention and Wound Management – *Regina Stolpman*
7. **New Business**
  - a) Laboratory Reflex Testing – *Dr. Thomas Bolton / Dinaliza Calderon*
8. **Graduate Medical Education Report – Dr. Jennifer Dorce-Medard**
9. **Delinquent Medical Records - Manuel Diaz**
10. **CCU Report – Dr. Yaw Abu**
11. **Pharmacy Report – Kristine Morales**
12. **Emergency Services Report- Dr. Kenneth Schepcke / Dr. Luis Perezalonso**
13. **Surgical Services Report – Dr. Barry Davis**
14. **Anesthesia Report – Dr. Manuel Casanova**
15. **Radiology Report – Dr. Thomas Marino / Michelle Bush**
16. **Laboratory Department Report – Dr. Thomas Bolton / Dinaliza Calderon**
17. **OB Department Report – Dr. Melissa Carlson**
18. **Pediatrics Department Report – Dr. Yolanda Cosme**
19. **Associate Chief Medical Officer Report – Dr. Jennifer Dorce-Medard**
20. **Director of Nursing – Regina Stolpman**

21. **Continuous Quality & Patient Safety Improvement Committee** – *Sylvia Hall*

22. **Executive Director Report** – *Janet Moreland*

23. **Adjournment: Next scheduled Medical Executive Committee Meeting is on November 2, 2020**