



**QUALITY, PATIENT SAFETY & COMPLIANCE COMMITTEE  
SUMMARY MEETING MINUTES  
December 14, 2022 at 10:00 A.M.  
1515 North Flagler Drive, Suite 101  
West Palm Beach, FL 33401**

**1. Call to Order**

Dr. Alina Alonso called the meeting to order.

A. Roll Call

Committee members present: Dr. Alina Alonso, Dr. Luis Perezalonso, Kimberly Schulz, Erica Whitfield, Dr. LaTanya McNeal, Robert Glass, William Johnson

Staff present: Robin Kish, Tracey Archambo, Tracy-Ann Reid, Janet Moreland, Dr. Charmaine Chibar, Andrea Steele, Luis Rodriguez, Shauniel Brown, Daniel Scott, David Speciale, Lorena Serna, Amaury Hernandez, Gerry Pagano, Dr. Jennifer Dorce-Medard, Kelley Anderson, Sandra Bell

Recording/ Transcribing Secretary: Nicole Glasford

B. Affirmation of Mission: The mission of the Health Care District of Palm Beach County is to be the health care safety net for Palm Beach County. Our vision is meeting changes in health care to keep our community healthy.

**2. Agenda Approval**

A. Additions/Deletions/Substitutions

*None.*

B. Motion to Approve Agenda

*Kimberly Schulz made a motion to approve the Agenda. The motion was duly seconded by Luis Perezalonso. There being no objection, the motion passed unanimously.*

**3. Awards, Introductions and Presentations**

A. LifeTrans Ground Transportation

*Amaury Hernandez provided a LifeTrans Ground Transportation presentation.*

4. **Disclosure of Voting Conflict**

5. **Public Comment**

6. **Meeting Minutes**

- A. **Staff recommends a MOTION TO APPROVE:**  
Committee Meeting Minutes of March 23, 2022.

**CONCLUSION/ACTION:** Kimberly Shultz made a motion to approve the Committee Meeting Minutes of March 23, 2022. The motion was dually seconded by LaTanya McNeal. There being no opposition, the motion passed unanimously.

- B. **Staff recommends a MOTION TO APPROVE:**  
Committee Meeting Minutes of June 15, 2022.

**CONCLUSION/ACTION:** Kimberly Shultz made a motion to approve the Committee Meeting Minutes of June 15, 2022. The motion was dually seconded by LaTanya McNeal. There being no opposition, the motion passed unanimously.

7. **Consent Agenda- Motion to Approve Consent Agenda Items**

**CONCLUSION/ACTION:** Erica Whitfield made a motion to approve the Consent Agenda. The motion was dually seconded by William Johnson. There being no opposition, the motion passed unanimously.

A. **ADMINISTRATION**

7A-1 **RECEIVE AND FILE:**

March 2022 Internet Posting of District Public Meeting.

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=453&m=0|0&DisplayType=C>

7A-2 **RECEIVE AND FILE:**

June 2022 Internet Posting of District Public Meeting.

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=470&m=0|0&DisplayType=C>

7A-3 **RECEIVE AND FILE:**

September 2022 Agenda Items. [Pages 9-61]

7A-4 **RECEIVE AND FILE:**

Committee Attendance. [Page 62]

7A-5 **RECEIVE AND FILE:**  
Quality, Patient Safety and Compliance Committee Meeting Schedule for 2023  
[Pages 63-64]

B. **PATIENT RELATIONS DASHBOARDS**

7B-1 **RECEIVE AND FILE:**  
Patient Relations Dashboards  
(Dr. Belma Andric) [Pages 65-66]

- Patient Relations Dashboard, C. L. Brumback Primary Care Clinics.  
(David Speciale) [Page 67]
- Patient Relations Dashboard, E. J. Healey Center.  
(Tracy-Ann Reid) [Page 68]
- Patient Relations Dashboard, Lakeside Medical Center.  
(Kimberly Randall) [Page 69]
- Patient Relations Dashboard, Pharmacy.  
(Luis Rodriguez) [Page 70]

C. **PRODUCTIVITY DASHBOARDS**

7C-1 **RECEIVE AND FILE:**  
Productivity Dashboards  
(Dr. Belma Andric) [Pages 71-73]

- Productivity Dashboard, C. L. Brumback Primary Care Clinics.  
(Dr. Charmaine Chibar) [Page 74]
- Productivity Dashboard, E. J. Healey Center.  
(Shelly Ann Lau/ Terretha Smith) [Page 75]
- Productivity Dashboard, Lakeside Medical Center.  
(Alyssa Tarter/ Sylvia Hall) [Page 76]

8. **Regular Agenda**

A. **LEGAL**

8A-1 **MOTION TO APPROVE:**  
Amendment to the Quality, Patient Safety and Compliance Committee Charter  
(Bernabe Icaza) [Pages 77-85]

**CONCLUSION/ACTION: Erica Whitfield made a motion to approve the Amendment to the Quality, Patient Safety and Compliance Committee Charter. The motion was dually seconded by LaTanya McNeal. There being no opposition, the motion passed unanimously.**

**B. COMPLIANCE**

**8B-1 RECEIVE AND FILE:**

Summary of HCD Compliance, Privacy, and Ethics Program Updates and Activities  
(Heather Bokor) [Pages 86-97]

**CONCLUSION/ACTION: Received and Filed.**

**8B-2 MOTION TO APPROVE:**

HCD Compliance, Privacy and Ethics Work Plan (FY23-24)  
(Heather Bokor) [Pages 98-108]

**CONCLUSION/ACTION: Robert Glass made a motion to approve the HCD Compliance, Privacy and Ethics Work Plan (FY23-24). The motion was dually seconded by Luis Perezalonso. There being no opposition, the motion passed unanimously.**

**C. CORPORATE QUALITY DASHBOARDS**

**8C-1 RECEIVE AND FILE:**

Quality & Patient Safety Reports  
(Dr. Belma Andric) [Pages 109-114]

- Quality & Patient Safety Report, Aeromedical.  
(Andrea Steele/ Gerry Pagano) [Page 115]
- Quality & Patient Safety Report, Trauma.  
(Andrea Steele) [Page 116]
- Quality & Patient Safety Report, C. L. Brumback Primary Care Clinics.  
(Andrea Steele/ Dr. Charmaine Chibar) [Page 117]
- Quality & Patient Safety Report, E. J. Healey Center.  
(Andrea Steele/ Tracy-Ann Reid) [Page 118]
- Quality & Patient Safety Report, Lakeside Medical Center.  
(Andrea Steele/ Sylvia Hall) [Page 119]
- Quality & Patient Safety Report, Corporate Quality Metrics.  
(Andrea Steele) [Pages 120-125]

- Quality & Patient Safety Report, Pharmacy.  
(Andrea Steele/ Luis Rodriguez) [Page 126]

**CONCLUSION/ACTION: Received and Filed.**

**9. CEO Comments**

*Ms. Davis welcomed the newest members of the Quality, Patient Safety and Compliance Committee (QPSCC). Ms. Davis also announced that the Florida governor appointed three new members to the Health Care District Board and one of those members will join this QPSCC. Dr. Alonso was recognized for her upcoming retirement and all she has done on this Committee.*

**10. Committee Member Comments**

*Robert Glass thanked Dr. Alonso for her presence and contribution to the Committee.*

**11. Establishment of Upcoming Meetings**

**March 15, 2023**

- 10:00AM, Quality, Patient Safety and Compliance Committee

**June 15, 2023**

- 12:00PM, Quality, Patient Safety and Compliance Committee

**September Meeting (Date TBD)**

- 2:00PM, Quality, Patient Safety and Compliance Committee

**December 14, 2023**

- 10:00AM, Quality, Patient Safety and Compliance Committee

**12. Motion to Adjourn Public Meeting Immediately following the Conclusion of the Closed Meeting**

There being no further business, the Public Meeting was adjourned at 11:51 A.M.

**13. Closed Meeting: Risk and Peer Review [Under Separate Cover]**

Pursuant to Florida Statute Ch. 768.28, 395.0197, 766.101 and 400.119, 400.147 and 395.0193.

DocuSigned by:  
  
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Committee Chairperson