

**Chief of Staff**  
David Bohorquez, DO



**Chief Medical Officer**  
Daniel Padron, DO

**Secretary/Treasurer**  
Melissa Carlson, MD

**Chief of Staff-Elect**  
Ishan Gunawardene, MD

**Medical Executive Committee Meeting Agenda**  
**February 3, 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) January 6, 2019 MEC minutes
5. **Treasurer Report – Dr. Melissa Carlson**
6. **Old Business**
  - a) Ongoing update on the Initiative to increase EMR notes to 100% and eliminate hand written notes/orders
7. **New Business**
  - a) Environmental Services Cleaning Guidebook
8. **Credentialing – Sarah Gonzalez**
  - a) See attached report
9. **Graduate Medical Education Report – Dr. Jennifer Dorce-Medard**
  - a) GMEC December Meeting Minutes
  - b) GME Update
10. **Delinquent Medical Records - Manuel Diaz**
  - a) Unresolved Chart Deficiencies & Delinquent Count
11. **Committee Reports**
  - a) CCU Committee- *Dr. Yaw Abu*
  - b) P&T Committee- Charlene Murray
    - i. P & T Summary Report – January 2020
12. **Emergency Services Report- Dr. Kenneth Scheppke / Dr. Luis Perezalonso**
13. **Radiology Report – Dr. Thomas Marino**
14. **Surgical Services Report – Dr. Barry Davis**

15. **Laboratory Department Report** – *Dr. Thomas Bolton / Dinaliza Calderon*
16. **OB Department Report** – *Dr. Sherida Williams*
17. **Pediatrics Department Report-** *Dr. Yolanda Cosme*
18. **Chief Medical Officer-** *Dr. Daniel Padron*
19. **Director of Nursing** – *Regina Stolpman*
20. **Risk Management** -*Alyssa Tarter*
21. **Executive Director** – *Janet Moreland*
22. **Closed Session**
23. **Adjournment: Next scheduled Medical Staff Meeting is on March 9, 2020**