

**Chief of Staff**  
Luis Perezalonso, MD  
*July 2022 – July 2024 (Present)*



**Associate Chief Medical Officer**  
Jennifer Dorce-Medard, DO

**Secretary/Treasurer**  
Bryan Dawkins, MD  
*December 2020 – December 2024 (Present)*

**Chief of Staff-Elect**  
Ishan Gunawardene, MD  
*July 2022 -July 2024 (Present)*

## **Medical Executive Committee Meeting Agenda**

**February 6, 2023**  
**4:30 p.m. – 6:00 p.m.**

1. **Call to Order**
2. **Introduction(s)**
3. **Public Comment(s)**
4. **Approval of Previous Minutes**
  - January 9, 2022 MEC Minutes
5. **Treasurer Report/Bank Statement – Dr. Bryan Dawkins**
6. **New Business:**
7. **Delinquent Medical Records – RoseAnn Webb**
  - Physician Chart Completion Overview – January 2023
  - Delinquent Summary – January 2023
  - LMC- Delinquent H&Ps – January 2023
  - Deficiency Statistics – February 2022 – January 2023
8. **Risk Management – Kimberly Randall**
  - Risk Management (Incident Reports) – December 2022
9. **Pharmacy Report – Kristine Morales**
  - Pharmacy & Therapeutics MEC Summary – January 2023
  - Pharmacy and Therapeutics Committee Meeting Minutes – December 2022
  - Pharmacy & Therapeutics Presentation – January 2023
  - ISMP – January 2023
10. **Emergency Services Report – Dr. Luis Perezalonso**
  - Graph Monthly Comparisons and Graph
11. **Surgical Services Report – Brandy Seider**
  - Call Back Log – December 2022
  - C-Section Surgeries – December 2022
  - Inpatient Surgeries – December 2022
  - Outpatient Surgeries – December 2022
12. **Radiology Report – Dr. Thomas Marino / Michelle Bush**
  - Performance Improvement Report – December 2022
13. **Laboratory Department Report – Dr. Thomas Bolton / Dinaliza Calderon**
  - Blood Product Utilization – December 2022

- Blood Product Wastage – December 2022
- Massive Transfusion SOP
- Amnisure (Rupture of Fetal Membrane) SOP

14. **Credentialing Department Report – Tsega Lawrence / Maria Uribe**

- Medical Executive Committee Credentialing & Privileging Report
- Joint Commission Prepublication Requirements for Hospitals
- Revisions Related to Licensed Practitioner Evaluation Time Frames
- Neurosurgery DOP 2023

15. **Community Liaison Report – Joe-Ann Hyppolite – No Report**

16. **Graduate Medical Education Report – Dr. Jennifer Dorce-Medard – No Report**

17. **Associate Chief Medical Officer Report – Dr. Jennifer Dorce-Medard – No Report**

- Associate Chief Medical Officer Report

18. **Director of Nursing – No Report**

- Nursing Summary

19. **Quality and Patient Safety – Sylvia Hall – No Report**

- Quality Management Executive Summary

20. **Associate VP of LMC Report – Janet Moreland – No Report**

21. **Adjournment**

22. **Next Scheduled Meeting: March 6, 2023 at 4:30 p.m.**