

**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**

**March 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**
  - February 6, 2023 MEC Minutes
5. **Treasurer Report/Bank Statement – Dr. Bryan Dawkins**
6. **New Business:**
  - July 3<sup>rd</sup> meeting consider rescheduling.
  - Palm Beach State College Partnership (Career Panel Discussion) – April 13<sup>th</sup>, 2023 at 1pm-3pm
7. **Delinquent Medical Records – RoseAnn Webb**
  - Physician Chart Completion Overview – February 2023
  - Delinquent Summary – February 2023
  - LMC- Delinquent H&Ps – February 2023
  - Deficiency Statistics – March 2022 – February 2023
8. **Risk Management – Alyssa Tarter**
  - Risk Management (Incident Reports) – January 2023
9. **CCU Report – Dr. Rueda – *No Report***
10. **Pharmacy Report – Kristine Morales**
  - Pharmacy & Therapeutics MEC Summary – February 2023
  - Pharmacy and Therapeutics Committee Meeting Minutes – January 2023
  - Pharmacy & Therapeutics Presentation – February 2023
  - ISMP – January 2023
11. **Emergency Services Report – Dr. Luis Perezalonso**
  - Graph Monthly Comparisons and Graph – January 2023
12. **Surgical Services Report**
  - Call Back Log – January 2023
  - Inpatient Surgeries – January 2023
  - Outpatient Surgeries – January 2023
13. **Radiology Report – Dr. Thomas Marino / Michelle Bush**
  - Performance Improvement Report – January 2023
14. **Laboratory Department Report – Dr. Thomas Bolton / Dinaliza Calderon**

- Blood Product Utilization – January 2023
- Blood Product Wastage – January 2023
- LMC Antibigram Data

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

- Credentialing & Privileging Report

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

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

18. **Associate Chief Medical Officer Report – Dr. Jennifer Dorce-Medard**

- Associate Chief Medical Officer Report

19. **Director of Nursing – Vacant Position**

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

- Quality Management Executive Summary

21. **Associate VP of LMC Report – Janet Moreland**

- Associate Vice President- Executive Summary

22. **Adjournment**

23. **Next Scheduled Meeting: April 3, 2023 at 4:30 p.m.**