

TOPIC	DISCUSSION AND FINDINGS	RECOMMENDATION	FOLLOW-UP/ACTION
Call to Order 4:39 PM	The following members were present on the attached sign-in roster.	A quorum was present and the meeting was called to order.	None
<b>Introduction(s)</b>			
	Quennise Giles, Director of Quality and Patient Safety was introduced.	None	None
<b>Public Comments</b>			
	None	None	None
<b>Minutes</b>			
Meeting Minutes	A copy of the June 5, 2023 MEC minutes was given to the members of MEC. Approval of June 5, 2023 MEC minutes.	None	Motion to approve the June 5, 2023 MEC meeting minutes 1st Motion: Dr. Thomas Marino 2nd Motion: Dr. Thomas Bolton
<b>Report</b>			
Treasurer Report	<p>All MEC members received the Treasurer Report. Dr. Dawkins stated the following:</p> <ul style="list-style-type: none"> <li>• In June, the beginning balance was \$91,919.46.</li> <li>• \$520.85 was spent on gift cards for research competition for residents.</li> <li>• The ending balance for the month of June is \$91,398.61.</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	None	Dr. Dawkins is waiting on update from legal regarding Treasurer Report/Bank Statement.
<b>Old Business</b>			
	None	None	None
<b>New Business</b>			
	None	None	None
<b>Committee Reports/Department Reports</b>			
Delinquent Medical Records	<p>All MEC members received the Delinquent Medical Record Report for May 2023.</p> <p>RoseAnn Webb reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• Physician Chart Completion Overview – June 2023</li> <li>• Delinquent Summary – June 2023</li> </ul>	Janet recommends sending out certified letters in regards to delinquent records not being completed.	RoseAnn will check delinquent records for Dr. Davis, Dr. Abu, Dr. Eby, Dr. Haque, Dr. Dessalines, Dr. Saunders, and Melanie Cagle and perform the appropriate action.

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Delinquent Medical Records continued	<ul style="list-style-type: none"> <li>• LMC- Delinquent H&amp;Ps – June 2023</li> <li>• LMC- Delinquent D/C Summaries</li> <li>• Deficiency Statistics – July 2022 – June 2023</li> <li>• Deficiencies are at 5%.</li> <li>• 12 H&amp;Ps not completed in 24 hours.</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	A meeting is recommended to discuss declining emails.	<p>RoseAnn will look up the Rules and Regulations and make recommendations regarding delinquent records.</p> <p>Janet, RoseAnn, and Dr. Dorce-Medard will schedule a meeting to review and develop an action plan in regards to delinquent records.</p>
Risk Management	<p>Kim Randall reviewed and discussed the Risk Manager Report for May 2023.</p> <p>Kim Randall reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• Risk management (Incident Reports)</li> <li>• A total of 36 incidents.</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	None	Heather Bokor discussed working on revising AMA processes for real risks in EPIC.
CCU Report	No Report	None	None
Pharmacy Report	<p>All MEC members received the Pharmacy Report for May 2023.</p> <p>Tabled for next meeting.</p>	None	None
Emergency Department Report	No Report	None	<p>Janet has been in contact with Memorial in regards to Emergency Department Reports</p> <p>Janet and Minnie Sanchez are in the process of finalizing Emergency Department Reports for April 2023, May 2023, and June 2023.</p>
Surgical Services Report	All MEC members received the Surgical Services Report for May 2023.	None	None

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	<p>Tabled for next meeting.</p>		
<p>Radiology Report</p>	<p>All MEC members received the Radiology Report for May 2023. Dr. Marino reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• The Radiology Report for May 2023.</li> </ul> <p>Dr. Marino and Dr. Bolton expressed concerns in regards to issues with Radiology Report reads and percentages.</p> <p>An opportunity was given for the committee members to ask questions.</p>	<p>None</p>	<p>Janet, Dr. Dorce-Medard, Dr. Perezalonso, and Dr. Bolton will schedule a formal meeting with the appropriate parties in regards to Radiology Report concerns.</p>
<p>Laboratory Report</p>	<p>All MEC members received the Laboratory Report for May 2023. Dinaliza Calderon reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• Blood Product Utilization – May 2023</li> <li>• Blood Product Wastage – May 2023</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	<p>None</p>	<p>None</p>
<p>Credentialing Report</p>	<p>No Report</p>	<p>None</p>	<p>None</p>
<p>Community Liaison Report</p>	<p>All MEC members received the Community Liaison Report for May 2023. Joe-Ann Reynolds reviewed and discussed the following:</p> <ul style="list-style-type: none"> <li>• Patient Relations Dashboard – June 2023</li> <li>• Upcoming Community Events</li> </ul> <p>An opportunity was given for the committee members to ask questions.</p>	<p>None</p>	<p>None</p>
<p>Graduate Medical Education Report</p>	<p>No Report</p>	<p>None</p>	<p>None</p>
<p>Associate CMO Report</p>	<p>No Report</p>	<p>None</p>	<p>None</p>
<p>Director of Nursing Report</p>	<p>Vacant Position - No Report</p>	<p>None</p>	<p>None</p>

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Quality and Patient Safety Report	No Report	None	None
Associate VP Report	Janet reviewed and discussed the following: <ul style="list-style-type: none"> <li>• Service/Growth</li> <li>• People/Staffing</li> <li>• Surveys/Inspection</li> <li>• Recognition(s) – National Observations</li> </ul> An opportunity was given for the committee members to ask questions.	None	None
Adjournment	Meeting adjourned at 5:27 PM Next meeting August 7, 2023		

APPROVED