

TOPIC	DISCUSSION AND FINDINGS	RECOMMENDATION	FOLLOW-UP/ACTION
Call to Order p.m.	The following members were present on attached sign-in roster.	A quorum was present and the meeting was called to order.	
<b>Introduction(s)</b>			
	Dr. Skyler call the MEC to order as the Chief of Staff elect due to Dr. Bohorquez not being here to call the meeting to order. The following members on attached sign-in roster gave a quick introduction about themselves, informed us on what department in LMC they are involved in and a brief description of their responsibilities at Lakeside.	None.	None.
<b>Public Comments</b>			
	Dr. Gunawardene stated that the residents are doing great, they are eager to learn and spoke about what he does with the residents. Asked Dr. Barski to add him to the Residency schedule on Wednesdays. Dr. Gunawardene stated that his goal at Lakeside is to reduce length of stay and that the patients are satisfied with the services provided here at Lakeside Medical Center. Stated that he is here at LMC and Dr. Gillian will be working at LMC as well.	None.	None.
<b>Minutes</b>			
Meeting Minutes	Dr. Padron approved July 2, 2018 and July 23 <sup>rd</sup> , 2018 MEC minutes. Dr. Carlson seconded the motion of approval.	None.	
<b>Old Business</b>			
MEC Banking Issues	Dr. Carlson explained the MEC Banking Issues. Local Bank of America closing forcing to close MEC account. Issue: account was opened with an EIN number that was never registered with the IRS. Cannot get information from IRS and we do not have any paper trails to state whether we paid taxes. We need to agree to close the whole business account and start over. Can only close whole business account with the IRS with a letter stating that we are closing the whole business account. We also have 2 checks that we cannot process them	None	None

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	because the accounts are closed. Dr. Padron approved the motion to send a letter to the IRS stating that we are closing the whole business and to open a new business account the correct way. Stephanie Second the motion. Dr. Carlson stated that this was part of Old Business and Treasurer report.		
<b>Reports</b>			
None	None.	None.	None
<b>Committee Reports</b>			
CCU Committee	None.	None.	None.
P&T Committee	None.	None.	None.
Patient & Family Advisory Council	None.	None.	None.
Patient Safety and Quality Report	None.	None.	None
<b>New Business</b>			
MEC Bylaws Verbiage change	All following members attached on sign-in roster, were given a copy of the MEC Bylaws to take home to be revised and reviewed. Tabled for next MEC meeting on September 10 <sup>th</sup> , 2018		
TPN	Dr, Padron asked about the TPN process. He stated that if a patient needed TPN the physician would reach out to Dr. Kairys and he would put the orders in. Dr. Gunawardene explained his process to order TPN for patients. Dr. Padron will reach out to the Nephrology group to discuss the process. Alyssa Tarter will provide Dr. Padron old Policy and Procedures. Tabled for the next MEC meeting on September 10 <sup>th</sup> , 2018.		
Hospice Physician Request ACLS Reception	Dr. Padron explained the process for ACLS. He stated if a physician has contact to patients, the physician be ACLS certified. He asked MEC members if Hospice Physicians require ACLS. Dr. Padron made a motion to make an exception that Hospice Privileged Physicians are not required to be ACLS certified. Dr. Carlson approved	None	None.

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	the motion and Stephanie Dardanello second the approval.		
Hurricane Physician Coverage	Need to think about who are available in-terms of coverage. Dr. Carlson explained that the closing of the hospital during the hurricane was an issue. Solution: Communicate with other locations. Need to include procedures on what to do when the hospital is closed in the emergency management plan. Need to also add in the contracts. Tabled for next MEC meeting on September 10 <sup>th</sup> , 2018.		
Physician’s Lounge	Spoke about the Physician’s lounge. There was only one broken chair found in the Physician’s lounge. Dr. Padron approved motion to replace the broken chair in the physician’s lounge. Dr. Carlson second it.		
<b>Department Reports</b>			
Delinquent Medical Records	Discussed about Dr. Philogene’s suspension. Complimented Dr. Barhoush on having just 3. Dr. Gunawardene will be taking Dr. Philogene’s patients.	None.	None
Emergency Department Report	ER Policy – due to Dr. Scheppke and Dr. Perezalonso absence the ER policies are tabled for next MEC meeting on September 10 <sup>th</sup> , 2018.		
Anesthesia Report	None	None.	None
Radiology Service Report	None	None.	None.
Surgery Services Report	None	None.	None
OB Services Report	Dr. Carlson spoke about a quality issue on discharge on triage patients. The nurses were no putting a discharge order in before discharging patients. Stephanie and Sylvia stated that they are working on it with Janet.	None.	None
Pediatric Services Report	None	None	None
Laboratory Service Report	Dinaliza read the report attached to MEC packet. Asked everybody if there were any questions. Dr. Carlson stated	None	None.

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	<p>that we still do not have a mass transfusion protocol because LMC does not always have blood products. Dinaliza states that she will try to make an agreement with One Blood to have the products. Dr. Padron asks if we can have an agreement with more than one company. Dinaliza continues to explain that an agreement will need to be created with One Blood once the nursing department establishes a massive protocol. Dr. Padron asked for a Motion to have Lab get the cost and find the solution on the protocol on stocking the cryo. Dr. Andric second the motion. All approved.</p>		
<p>Chief Medical Officer</p>	<p>Discussed the Quality core measures pertaining mostly to the ER department.</p>	<p>None.</p>	<p>None.</p>
<p>Family Residency Report</p>	<p>Joe-Ann introduced Dr. Dorce-Medard to MEC as the New Family Medicine Program Director. Thanked all parties for helping ACGME on the Institutional Site Visit. It was a success. The IRC at ACGME should be meeting early October and we will know of a decision by Mid October. Spoke about the NSU funds. Residency is asking to split the \$10,000 check between the MEC and the Residency. Dr. Padron thinks all funds should go back to the residency. A separate account will be opened just for Residency in the MEC account. The treasurer will oversee the account. A motion for the Residents to have all checks sent to the residency program go into the Resident account under MEC. Any request that the residents have to use the funds in their account, the resident will need to bring it to the MEC meeting for approval. All MEC members approved the motion.</p>	<p>None.</p>	<p>None.</p>
<p>Director of Nursing</p>	<p>None</p>	<p>None</p>	<p>None</p>
<p>Risk Management</p>	<p>Discussed the report attached to MEC packet. All employees, especially the ED department are enrolled in the CPI classes to learn how to not let a patient get out of control or if a patient is out of control, they can learn how to calm them down. Dr. Pardons gets all notifications on all AMAs. There is a meeting on Sept. 10<sup>th</sup> to discuss the issue and any plans that can be created for the AMA</p>		

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	issues. We are monitoring controlled and noncontrolled medication variances. Controlled are counted twice a day. Risk Qual are notified of Any controlled variances.		
Administrator Report	Stephanie stated that the new EHR systems is in the works with RFP. Requested for all Physicians, especially physicians with high volume of patients, to have their own laptops. Stated that VPN access is a compliance issue, so Stephanie has reach out to compliance to discuss VPN access. Tabled for next MEC meeting.	None	None
Adjournment	Meeting adjourned at 5:17 p.m. Next meeting September 10, 2018		

**Lakeside Medical Center**



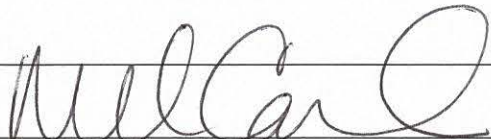
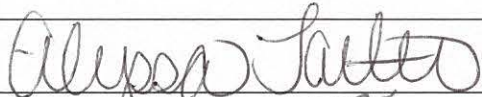
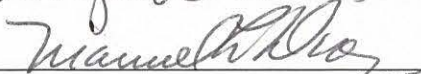
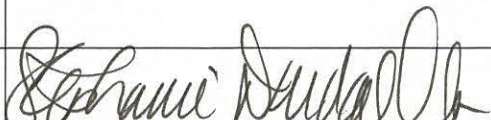
**Meeting:** Medical Executive Committee Meeting

**Facilitator:** Dr. Roman Skylar - Chief of Staff Elect

**Sign-In Sheet**

August 6, 2018

Administration Board Room

Name	Signature
Daniel Padron, DO	
David Bohorquez, MD	
Roman Skylar, MD	
Sherida L. Williams MD	
Yolanda Cosme, MD	
Melissa Carlson, MD	
Kenneth Schepcke, MD	
Luis Perezalonso, MD	
Janet Moreland, ARNP, MSN, LHRM	
Alyssa Tarter, RN, Risk Management	
Manny Diaz, Medical Records	
Takela Golson, MBA, DIO Residency Program	
Jennifer Medard, DO Residency Program Director	
Charlene Murray, Pharm.D., CPh Director of Pharmacy	
Stephanie Dardanella, Hospital Administrator	



## Lakeside Medical Center

Meeting: Medical Executive Committee Meeting

Facilitator: Dr. Roman Skylar - Chief of Staff Elect

## Sign-In Sheet

August 6, 2018

Administration Board Room

Presenting Guest:	Name	Department	Signature
	Sylvia Hull	Quality	<i>[Signature]</i>



## MEC ATTENDANCE ROSTER

**Meeting Date: August 6, 2018**

	<b>MEC MEMBERS</b>	<b>Confirmed Attendance</b>	<b>Absent</b>
1.	Dr. David Bohorquez, <b>Chief of Staff</b>		Yes
2.	Dr. Roman Skylar, <b>Chief of Staff Elect</b>	Yes	
3.	D. Daniel Kairys, <b>Immediate Past Chief of Staff</b>		Yes
4.	Dr. Melissa Carlson, <b>Treasurer/Secretary</b>	Yes	
5.	Dr. Daniel Padron, <b>Chief of Medicine</b>	Yes	
6.	Vacant, <b>Chief of Surgery</b>		
7.	Dr. Yolanda Cosme, <b>Service Chief of Pediatrics</b>		
8.	Dr. Sherida Williams, <b>Service Chief of OB &amp; GYN</b>		
9.	Vacant, <b>Service Chief of Radiology</b>		
10.	Vacant, <b>Chief of Anesthesia</b>		
11.	Dr. Luis Perezalonso, <b>Service Chief of Emergency Medicine</b>		

**Per Medical Staff Bylaws:**

**13.4(c) MEC Meetings:** *Thirty (30%) Percent of the voting members of the MEC shall constitute a quorum for transaction of all business.*