



**Minutes of the Open Session of the
El Camino Hospital Board of Directors
Wednesday, September 9, 2020**

Pursuant to State of California Executive Order N-29-20 dated March 18, 2020, El Camino Health did not provide a physical location for this meeting. Instead, the public was invited to join the open session meeting via teleconference.

Board Members Present

Lanhee Chen, Chair**
Peter C. Fung, MD**
Gary Kalbach**
Julie Kliger**
Julia E. Miller, Secretary/Treasurer**
Jack Po, MD, PhD**
Bob Rebitzer**
George O. Ting, MD**
Don Watters**
John Zoglin, Vice Chair**

Board Members Absent

None

**via teleconference

Members Excused

None

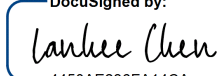
Agenda Item	Comments/Discussion	Approvals/ Action
<p>1. CALL TO ORDER/ ROLL CALL</p>	<p>The open session meeting of the Board of Directors of El Camino Hospital (the "Board") was called to order at 5:30pm by Chair Chen. A verbal roll call was taken. Directors Miller, Fung, and Po joined the meeting at 5:31pm, 5:33pm, and 5:34pm respectively during the Call to Order. Director Rebitzer joined the meeting at 5:35pm during Agenda Item 4: Quality Committee Report.</p> <p>All other Board members were present at roll call. All members participated via teleconference and videoconference pursuant to Santa Clara County's shelter in place order. Chair Chen reviewed the logistics for the meeting. A quorum was present pursuant to State of California Executive Orders N-25-20 dated March 12, 2020 and N-29-20 dated March 18, 2020.</p>	
<p>2. POTENTIAL CONFLICTS OF INTEREST DISCLOSURES</p>	<p>Chair Chen asked if any Board members may have a conflict of interest with any of the items on the agenda. No conflicts were noted.</p>	
<p>3. PUBLIC COMMUNICATION</p>	<p>None.</p>	
<p>4. QUALITY COMMITTEE REPORT</p>	<p>Director Kliger, Quality Committee Chair, provided an overview of the Quality Committee's September 9, 2020 meeting, including Committee discussion of:</p> <ul style="list-style-type: none"> - Strong organizational performance in FY20; 11 out of 13 key metrics showed improvement. - Whether to add COVID-19-related metrics (like patient/staff infections) to the set of measures monitored by the Committee - The grievance and complaint process and volumes of communications received - An update on Quality/Performance Improvement and Patient Safety Plan (QAPI); there has been progress in each area and overall, the plan is improving processes to encourage greater communication between different departments. The Committee suggested using milestones to evaluate execution of the plan. - The Committee's Self-Assessment: areas for improvement include continuing to refine materials and focusing discussion at a governance level. 	

	<p>Mark Adams, MD, CMO commended Director Kliger's service as Committee Chair.</p> <p>Director Rebitzer commented that COVID-19-related measures should be tracked and monitored as the pandemic will be with us for a while.</p>	
<p>5. FY21 PERIOD 1 FINANCIALS</p>	<p>Dan Woods, CEO, introduced and welcomed Carlos Bohorquez, CFO, and thanked Michael Moody, Interim CFO, for his leadership and work in this interim period.</p> <p>Mr. Bohorquez provided an overview of the FY21 Period 1 Financials:</p> <ul style="list-style-type: none"> - The recovery plan and its focus on volume recovery was very successful in July 2020; both ECH and ECHMN exceeded the volume forecasts. - Overall gross charges were greater than budget by 30%, driven by Operating Room (OR) cases, critical care, pharmacy, and respiratory care. On the outpatient side (OR, Cath Lab, Imaging, and Emergency Department (ED) drove favorability (37% compared to budget). - Operating expenses were \$3.8 million or 4.8% greater than budget, driven by higher unexpected volumes; for non-volume driven expenses, ECH was favorable to budget by \$1.5 million; Mr. Bohorquez highlighted successful expense management in this area. - Net margin was \$35.8 million, favorable to budget by \$40.9 million. - This period's performance was consistent with FY20 Period 1. <p>In response to Director Po's question, Mr. Bohorquez reported that outpatient volumes were better than before COVID, and inpatient volumes were slightly lighter than pre-COVID. Director Po commended the team.</p> <p>Motion: To approve the FY21 Period 12 Financials.</p> <p>Movant: Kalbach Second: Watters Ayes: Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, Watters, Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<p><i>FY21 Period 1 Financials approved</i></p>
<p>6. ADJOURN TO CLOSED SESSION</p>	<p>Motion: To adjourn to closed session at 5:56pm pursuant to <i>Gov't Code Section 54957.2</i> for approval of the Minutes of the Closed Session of the Hospital Board Meeting (8/12/2020); pursuant to <i>Health and Safety Code Section 32155</i> for a report of the Medical Staff; deliberations concerning reports on Medical Staff quality assurance matters: FY20 Annual Patient Safety and Claims Report; pursuant to <i>Health and Safety Code Section 32155</i> for a report of the Medical Staff; deliberations concerning reports on Medical Staff quality assurance matters: Medical Staff Report; pursuant to <i>Health and Safety Code Section 32155</i> for a report of the Medical Staff; deliberations concerning reports on Medical Staff quality assurance matters: Quality Committee Report (Medical Staff Credentials and Privileges Report, Quality Council Minutes); pursuant to <i>Health and Safety Code Section 32106(b)</i> for a report and discussion involving health care facility trade secrets and <i>Gov't Section Code 54957.6</i> for a conference with labor negotiator Dan Woods: Review of FY20 Organizational</p>	<p><i>Adjourned to closed session at 5:56pm</i></p>


	<p>Performance Goals Score; pursuant to <i>Health and Safety Code Section 32106(b)</i> for a report and discussion involving health care facility trade secrets; FY20 Strategic Plan Metrics Results; <i>Gov't Code Section 54957</i> for discussion and report on personnel performance matters – Senior Management: CEO Report on Personnel; and pursuant to <i>Gov't Code Section 54957</i> for discussion and report on personnel performance matters – Senior Management: Executive Session.</p> <p>Movant: Ting Second: Kalbach Ayes: Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, Watters, Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	
<p>7. AGENDA ITEM 16: RECONVENE OPEN SESSION/ REPORT OUT</p>	<p>Open session was reconvened at 7:50pm by Chair Chen. Director Kliger was absent. All other Board members were present and participated by video and teleconference. Agenda Items 7-16 were addressed in closed session.</p> <p>During the closed session, the Board approved the Minutes of the Closed Session of the Hospital Board Meeting (8/12/2020); the FY20 Annual Patient Safety and Claims Report by a unanimous vote in favor of all members present and participating in the meeting (Directors Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, and Watters). Director Zoglin was absent and rejoined the meeting after the vote.</p> <p>The Board approved the Medical Staff Report, the Medical Staff Credentials and Privileges report, and the Quality Council Minutes by a unanimous vote in favor of all members present and participating in the meeting (Directors Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, Watters, and Zoglin).</p>	
<p>8. AGENDA ITEM 17: CONSENT CALENDAR</p>	<p>Chair Chen asked if any member of the Board or the public wished to remove an item from the consent calendar. No items were removed.</p> <p>Motion: To approve the consent calendar: Minutes of the Open Session of the Hospital Board Meeting (8/12/2020); Appointment of Finance Committee Member; Appointment of Investment Committee Member; Medical Staff Report; and for information: Governance Committee Report.</p> <p>Movant: Miller Second: Kalbach Ayes: Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, Watters, Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<p><i>Consent calendar approved</i></p>
<p>9. AGENDA ITEM 18: CEO REPORT</p>	<p>Dan Woods, CEO, reported that in the last month, ECH had its highest number of COVID-19 patients in the hospital (16) since the beginning of the pandemic. He noted than most days ECH has over 200 patients. Mr. Woods reported that while there has been high demand for personal protective equipment (PPE), ECH consistently maintains a large stock of PPE and provides ongoing reports to staff about supply levels.</p> <p>He further reported that:</p>	

	<ul style="list-style-type: none"> - ECH became the first nationally certified Transcatheter Valve Center of Excellence in California. - There is a special fund set up for employees affected by the recent California wildfires. - The Deterioration Index in Epic, which monitors vitals and predicts patients trending toward a serious safety event and alerts Rapid Response teams to intervene, is live. - On Demand Virtual Visits are now part of El Camino Health's mobile app. - The El Camino Healthcare District Community COVID-19 Testing Program has provided 4,142 tests and the Program is partnering with five school districts and three downtown districts. - ECH recently opened a Women's Heart Center and Cardio-Oncology Clinic. - The site visit for the Magnet Recognition Program is scheduled for November 2020. <p>Mr. Woods thanked donors for \$538,049 donated to the Foundation in FY21 Period 1.</p> <p>In response to Director Zoglin's question, Mr. Woods explained that ECH is collaborating and partnering with schools in their reopening planning efforts.</p>	
<p>10. AGENDA ITEM 19: BOARD COMMENTS</p>	<p>None.</p>	
<p>11. AGENDA ITEM 20: ADJOURNMENT</p>	<p>Motion: To adjourn at 8:00pm.</p> <p>Movant: Kalbach Second: Watters Ayes: Chen, Fung, Kalbach, Kliger, Miller, Po, Rebitzer, Ting, Watters, Zoglin Noes: None Abstentions: None Absent: None Recused: None</p>	<p><i>Meeting adjourned at 8:00pm</i></p>

Attest as to the approval of the foregoing minutes by the Board of Directors of El Camino Hospital:

DocuSigned by:

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Lanhee Chen
Chair, ECH Board of Directors


Julia E. Miller
Secretary, ECH Board of Directors

Prepared by: Cindy Murphy, Director of Governance Services
Sarah Rosenberg, Contracts Administrator/Governance Services EA