



JOINT CONFERENCE COMMITTEE

MINUTES

July 29, 2019, from 12:30-1:30 pm


Contra Costa Regional Medical Center
2500 Alhambra Avenue, Martinez, CA – Building One first floor conference room

ATTENDANCE

VOTING MEMBERS PRESENT: Supervisor Federal Glover, District V; Stuart Forman MD, Chair, Critical Care; Rohan Radhakrishna MD, Chair, Department of Family Medicine. VOTING MEMBERS ABSENT: Supervisor John Gioia, District I. NON-VOTING MEMBERS PRESENT: Anna Roth RN, Health Services Director; Kristin Moeller, Medical Staff President. NON-VOTING MEMBERS ABSENT: Pat Godley, Health Services Chief Financial Officer and Chief Operations Officer; Jaspreet Benepal RN, Chief Executive Officer (Acting); Samir Shah MD, Chief Medical Officer.

GUESTS PRESENT: Chris Farnitano MD, Contra Costa Health Officer; Erika Jenssen, Health Services Deputy Director; David MacDonald MD, PDOCC; Helena Martey RN, Chief Nursing Officer (Acting) and Director of Ambulatory Nursing; Sonia Sutherland MD, Medical Director of Quality and Safety; Dorette McCollum, Director of Health Services Personnel/Payroll; Dianne Dinsmore, Director of Contra Costa County Human Resources; David Runt, Chief Operations Officer; Ira Sabio, Director of Safety and Performance Improvement; Karin Stryker, Director of Safety and Performance Improvement; Jill Ray, BOS District II; Giuliana Damiens, ASAIII; Melissa Anino, RHIA Clerk.

AGENDA ITEM	ACTION
I. CALL TO ORDER and INTRODUCTIONS Meeting Chair- Supervisor Federal Glover, District V	
II. APPROVAL OF MINUTES Supervisor Glover	<i>Inform/ Action</i>
<i>In open session, voting members of Contra Costa Regional Medical Center Joint Conference Committee voted to accept the May 13, 2019, Joint Conference Committee Minutes.</i>	<i>Motion: By Radhakrishna to approve Seconded by Forman Ayes: Glover, Forman, Radhakrishna Absent: Gioia Abstain: None</i>
III. PUBLIC COMMENT Supervisor Glover	<i>No Public Comment</i>
<i>No PUBLIC COMMENT at this time.</i>	
IV. JOINT CONFERENCE REPORT Anna Roth <i>Pat Godley and Samir Shah will come to the next meeting to discuss progress on the budget development.</i> <i>In open session, voting members of Contra Costa Regional Medical Center Joint Conference Committee voted to accept the Joint Conference Report.</i>	<i>Motion: By Radhakrishna to approve Seconded by Forman Ayes: Glover, Forman, Radhakrishna Absent: Gioia Abstain: None</i>

AGENDA ITEM	ACTION
<p>V. ADMINISTRATIVE UPDATE Helena Martey RN, Acting Chief Nursing Officer <i>Introduced the Hiring Process presentation.</i></p>	
<p>Follow-up report: Hiring Process Dorette McCollum, Health Services Personnel/Payroll Director Dianne Dinsmore, Contra Costa County Human Resources Director</p> <p><i>The Hiring Process report was presented. The goal is to improve the candidate experience by reducing the length of time from Selection to Start Date by 30% and by implementing metrics to measure candidate satisfaction by November 30, 2019.</i></p> <p><i>Some improvements being developed include an automated application screening program, a program to add to PeopleSoft, data organization and display, a planned rapid improvement event, and adjustments to the Personnel Management Regulations.</i></p> <p><i>Thank you for the report – heading in the right direction.</i></p>	<p><i>Inform</i></p>
<p>VII. QUALITY AND SAFETY: QUALITY IMPROVEMENT UPDATE Sonia Sutherland MD, Medical Director of Quality and Safety Chair of Patient Safety and Performance Improvement Committee</p> <p>A. <i>Highlighted improvement areas reported in May and June 2019 to Patient Safety and Performance Improvement Committee.</i></p>	<p><i>Inform</i></p>
<p>B. <i>QA Report of Non-MD Contracts 2019 was presented for approval.</i></p>	<p><u>Motion:</u> <i>By Forman to approve</i> <i>Seconded by Radhakrishna</i></p> <p><u>Ayes:</u> <i>Glover, Forman, Radhakrishna</i></p> <p><u>Absent:</u> Gioia</p> <p><u>Abstain:</u> None</p>
<p>VIII. ADJOURN to Professional Affairs Committee</p>	
<p>Minutes approved by Supervisor Federal Glover, District V</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div data-bbox="126 1218 795 1354">  _____ Supervisor Federal Glover </div> <div data-bbox="844 1260 1079 1354"> <p><i>12-9-2019</i></p> _____ Date </div> </div> <p style="text-align: right;">Minutes by Wendy Katchmar</p>	