



**Minutes of the Open Session of the
 Special Meeting to Conduct a Study Session of the
 El Camino Hospital Board of Directors
 Wednesday, February 27, 2019
 Los Altos Golf & Country Club
 1560 County Club Drive, Los Altos, CA 94024**

Board Members Present

Lanhee Chen, Chair
Jeffrey Davis, MD
Peter C. Fung, MD
Gary Kalbach
Julie Kliger
Julia E. Miller, Secretary/Treasurer
Bob Rebitzer
George O. Ting, MD
John Zoglin, Vice Chair

Board Members Absent

None

Members Excused

None

Agenda Item	Comments/Discussion	Approvals/ Action
1. CALL TO ORDER/ ROLL CALL	The open session meeting of the Special Meeting to Conduct a Study Session of the Board of Directors of El Camino Hospital (the “Board”) was called to order at 6:30pm by Chair Chen. A silent roll call was taken. Director Davis joined the meeting at 7:52 pm. All other Board members were present at roll call.	
2. POTENTIAL CONFLICT OF INTEREST DISCLOSURES	Chair Chen asked if any Board members may have a conflict of interest with any of the items on the agenda. No conflicts were reported.	
3. HIGH RELIABILITY ORGANIZATIONS	<p>Mark Adams, MD, CMO, introduced Robert Lubitz, MD, of Progressive Healthcare; Allan Frankel, MD, Managing Partner of Safe and Reliable, and Madeleine Biondolillo, MD, MBA, Vice President, Quality Innovation of Premier, Inc. and explained they would be giving an educational presentation on Safety and Quality in Healthcare, Highly Reliable Organizations and the Board’s role in Governance of these areas.</p> <p>Dr. Lubitz began the educational session by describing issues related to safety and harm in healthcare and how Boards can play a role in improving quality. He also explained that quality is defined as care that is safe, timely, effective, efficient, equitable, and patient centered.</p> <p>Staff was asked to follow up on two items:</p> <ol style="list-style-type: none"> 1. Is there a role for the Quality Committee to play in identifying outliers re: physician quality? 2. Is it permissible for the Board to review and approve the Medical Staff Credentials and Privileges Report in open session? <p>Dr. Frankel described how the principles and activities of highly reliable organizations can be applied to healthcare and Dr. Biondolillo described the steps in the journey to becoming a highly reliable organization: 1) senior leader and board education; 2) identify gaps through comparison to industry best practices; 3) communicate and educate regarding Culture of Safety; 4) analyze and share metrics transparently; and 5) implement performance improvement and hard wire.</p>	
4. THE BOARD’S ROLE IN GOVERNING QUALITY AND	Dr. Lubitz described the Board’s role in establishing a clear safety vision, focus on preventing harm, spending time at Board meetings on quality and safety, Quality Committee focus on key metrics, and holding the C-Suite and	

SAFETY	Medical Staff accountable.	
5. ADJOURNMENT	Motion: To adjourn at 8:49pm. Movant: Kalbach Second: Fung Ayes: Chen, Davis, Fung, Kalbach, Kliger, Miller, Rebitzer, Ting, Zoglin Noes: None Abstentions: None Absent: None Recused: None	<i>Meeting adjourned at 8:49pm</i>

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



Lanhee Chen
Chair, ECH Board of Directors



Julia E. Miller
Secretary, ECH Board of Directors

Prepared by: Cindy Murphy, Director of Governance Services