



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

MINUTES

Wednesday, July 21, 2021 at 12:00 p.m.

Pursuant to Executive Order N-08-21 issued by Governor Newsom, a Regular Meeting of the Truckee Surgery Center Board of Managers for July 21, 2021 will be conducted telephonically through Zoom. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Eskridge Conference Room will not be open for the meeting. Board Members will be participating telephonically and will not be physically present in the Eskridge Conference Room.

1. CALL TO ORDER

Meeting was called to order at 12:00 p.m.

2. ROLL CALL

Board of Managers: Harry Weis, Judy Newland, Crystal Betts, Dr. Jeffrey Dodd

Staff in attendance: Karen Baffone, Chief Nursing Officer; Courtney Leslie, TSC Administrator; Heidi Fedorchak, TSC Nursing Supervisor; Martina Rochefort, Clerk of the Board

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

No changes were made to the agenda.

4. INPUT – AUDIENCE

No public comment was received.

Open Session recessed at 12:03 p.m.

5. CLOSED SESSION

5.1. **Approval of Closed Session Minutes**

06/30/2021

Discussion was held on a privileged item.

5.2. **Hearing (Health & Safety Code § 32155)**

Subject Matter: Second Quarter 2021 Infection Control Data Summary

Number of items: One (1)

Discussion was held on a privileged item.

5.3. **Hearing (Health & Safety Code § 32155)**

Subject Matter: 2021 Quality Assurance Performance Improvement/Infection Control Program Changes

Number of items: Five (5)

Discussion was held on a privileged item.

Regular Meeting of the Truckee Surgery Center Board of Managers
July 21, 2021 MINUTES – Continued

5.4. Hearing (Health & Safety Code § 32155)

Subject Matter: Second Quarter 2021 Quality Assurance Performance Improvement Data

Number of items: Six (6)

Discussion was held on a privileged item.

5.5. Hearing (Health & Safety Code § 32155)

Subject Matter: Annual Formulary Review

Number of items: One (1)

Discussion was held on a privileged item.

5.6. Hearing (Health & Safety Code § 32155)

Subject Matter: Medical Staff Credentials

Number of items: One (1)

Discussion was held on a privileged item.

Open Session reconvened at 12:23 p.m.

6. APPROVAL OF MINUTES: 06/30/2021

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Crystal Betts, to approve the Truckee Surgery Center Open Session Minutes of June 30, 2021 as presented.

Roll call vote taken.

Dodd – AYE

Newland – AYE

Betts – AYE

Weis – AYE

7. ITEMS FOR BOARD DISCUSSION

7.1. Facility/Equipment Update

Truckee Surgery Center (TSC) Board of Managers received an update on facility and equipment needs.

CNO noted TSC will receive two new anesthesia machines any day. CNO stated the equipment is old but not deficient.

TSC received tourniquet and stryker power yesterday.

The graft freezer has shipped.

7.2. Staffing Update

TSC Board of Managers received an update on staffing.

One staff member will drop to per diem at the end of August.

A part time pre/post op nurse position has been filled and will start on August 2, 2021. A per diem Surgical Tech position is posted and has had no applicants. TSC is training a pre/post op nurse in the surgery suite.

8. ITEMS FOR BOARD ACTION

8.1. Policy Review

TSC Board of Managers reviewed the following policies:

- 8.1.1.** Medical Staff Bylaws
- 8.1.2.** Medical Staff Rules & Regulations
- 8.1.3.** TSC Policy & Procedure List
- 8.1.4.** Authorization for and Consent to Surgery or Special Diagnostic or Therapeutic Procedures

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Judy Newland, to approve all policies as presented. Roll call vote taken.

Dodd – AYE

Newland – AYE

Betts – AYE

Weis – AYE

8.2. Semi-Annual Contracted Services Review

TSC Board of Managers conducted a semi-annual review of contracted services.

TSC will move from EMCOR to Emtech.

TSC Administrator has been in contact with the Aramark District Manager. Aramark service has improved with a change in route.

Crystal Betts noted the West Coast X-Ray scoring was missing. TSC Administrator noted the scoring was missed on the sheet but West Coast X-Ray did pass the review.

ACTION: Motion made by Dr. Jeffrey Dodd, seconded by Judy Newland, to approve the Semi-Annual Contracted Services Review as presented. Roll call vote taken.

Dodd – AYE

Newland – AYE

Betts – AYE

Weis – AYE

9. ADJOURN

Meeting was adjourned at 12:33 p.m.