

Mayor

James Kacsh

Council Members

Kristin Carpenter

Tim Joyce

Tom Bailer

Robert Beedle

Josh Hallquist

David Reggiani

James Burton

City Manager

Randy Robertson

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Ashley Reece

Bhren Pena

HSB President

Kristin Carpenter

Board Members

V/P Tim Joyce

Sec. David Reggiani

Tom Bailer

Robert Beedle

Josh Hallquist

James Burton

CCMC CEO/

Administrator

Stephen Sundby

Exec. Asst. to CEO

Faith Wheeler-Jeppson

**JOINT CITY COUNCIL &
COMMUNITY HEALTH SERVICES BOARD
SPECIAL MEETING
OCTOBER 28, 2015 @ NOON**

SOUND ALTERNATIVES CONFERENCE ROOM

AGENDA – see HSB agenda attached

The previously scheduled and noticed HSB meeting will now be held as a joint special meeting with the city council

There is an additional agenda item:

EXECUTIVE SESSION

1. CCMC Financials

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosures.

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you may contact 424-6200 for assistance.**

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AGENDA
COMMUNITY HEALTH SERVICES BOARD
Sound Alternatives Conference Room
October 28, 2015 at 12:00pm
SPECIAL MEETING

AT CCMC, WE BELIEVE THAT HEALTHY PEOPLE CREATE A HEALTHY COMMUNITY.

President

Kristin Carpenter
term expires 4/16

Vice-President

Tim Joyce
term expires 03/17

Secretary

David Reggiani
term expires 03/16

Board Members

James Burton
term expires 03/16
Tom Bailer
term expires 03/17
Joshua Hallquist
term expires 03/18
Robert Beedle
term expires 03/18

CEO/Administrator

Stephen Sundby

A. OPENING

1. Call to Order
2. Roll Call – Kristin Carpenter, David Reggiani, Tim Joyce, James Burton, Tom Bailer, Robert Beedle and Josh Hallquist.
3. Establishment of a Quorum

B. APPROVAL OF AGENDA

C. CONFLICT OF INTEREST

D. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker
2. Audience Comments (limited to 3 minutes per speaker). Speaker must give name and agenda item to which they are addressing.

E. APPROVAL OF CONSENT CALENDAR

1. RAD 015 – Radiology Positioning Protocols
2. RAD P017 – X-Ray of animals
3. RAD 201a – Ultrasound Probe Infection Control
4. MS P120 – Verbal and Telephonic Orders

5. FSP 102 – Water Culture
6. SP 001 – Sterile Processing Failure
7. SP 002 - Sterile Processing Functional Design and Work
8. SP 003 – Steam Sterilization Quality Assurance Monitoring
9. SP 004 – Product Identification and Traceability
10. SP 005 – Environmental Cleaning of Sterile Processing Department
11. SP 006 – Packaging Storage and Shelf Life
12. SP 007 – Stock Rotation
13. SP 008 – SPD Attire and Hygiene
14. SP 009 – Products for Cleaning and Disinfection
15. SP 010 – Reprocessing of Single Use Items
16. SP 011 – Preventive Maintenance
17. SP 012 – Recall Policies for Outdated and Compromised Sterile Items
18. SP 013 – Cleaning Care of Instruments Other Medical Equipment
19. SP 014 – Sterilizer Operation
20. SP 015 – Semicritical Decontamination
21. SWB P1000 – Admission
22. SWB P1001 – Physician Coverage
23. SWB P1003 – Resident Cost and Medicaid
24. SWB P1004 – Program Purpose and Structure

*Executive Session: Subjects that may be considered in executive session are: 1) Matters, immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; 2) Subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion; 3) Matters which by law, municipal charter, or ordinance are required to be confidential; 4) Matters involving consideration of governmental records that by law are not subject to public disclosure; 5) Direction to an attorney or labor negotiator regarding the handling of specific legal matters or labor negotiations.

25. SWB P1005 – Rehabilitative Service
26. SWB P1006 – Bed Holds and Readmissions
27. SWB P1007 – Assistive Devices and Services
28. SWB P1008 – Discharge Plan
29. SWB P1010 – Multidisciplinary Plan of Care
30. ADM 001 - Postage Machine
31. ADM 002 – Cell Phones and Usage
32. ADM 003 – Designated Smoking Areas
33. ADM 301 – Contract Approval and Review
34. ADM 701 – Picking Up Medivac Team at Airport
35. ADM 303 – Confidentiality
36. ADM 302 – Conflict of Interest
37. ADM p300a – Policy, Procedure and Guideline Development
38. ADM p300b – Policy and Procedure Annual Review
39. EH 104c - Disease Specific Guidelines
40. QMC 001- Organizational Performance Plan
41. ES 101 – Medical Waste
42. ES 102 – Bio Medical Preventative Maintenance
43. ES 204 – Emergency Generators Preventative Maintenance
44. ES 205 – Preventative Maintenance
45. ES 206 – Portable Heating Devices
46. ES 203 - Audit
47. ES 401 – Audit
48. HIM 103b - Protocol
49. HIM 107 – Length of retention of Medical Records
50. HIM 106 - Removal of Original Medical Records for Deposition Subpoena or Court Order
51. HIM 108a - Certificate of Destruction
52. HIM 112 - Access to HIM Department
53. FS P602 – Invoice Processing and Payment
54. FS P601 - Employee Travel and Reimbursement
55. FS P310 – Medicare Secondary Payer Questionnaire
56. FS P304 – Medicare Lifetime Reserve Days
57. FS P201 – Payroll Processing
58. FS P120 – Cash Drawers
59. FS P119 – Petty Cash
60. FS P102 – Audit
61. FS P100 – Basis of Accounting
62. FS P501 – Resident Fund Accounts
63. FS P502 – Resident Funds Petty Cash
64. ER 111 – Medications for use in Myocardial Infarction
65. ER 113 - Procedural Sedation in Children

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66. IC 001 –CCMC Staff Responsibilities
67. IC 002 Bloodborne Pathogen Exposure Control Plan
68. IC 002a Exposure Control Plan
69. IC 003 Cleaning & Decontamination of Blood & Spills
70. IC 004 Statement of Purpose
71. IC 005 Infection Control Plan
72. IC 006 Respiratory Care Procedures
73. IC 007 HIV Testing
74. IC 008 HIV Employees
75. IC 009 Admin Responsibilities
76. IC 010 PPE
77. IC 010a PPE
78. IC 011 Reportable Disease
79. IC 012 Surveillance Plan
80. IC 013 Standard Precautions
81. IC 013a Precautions
82. IC 014 Reportable Illness
83. IC 014a Employee Notice Report Illness Exposures
84. IC 014b Illness
85. IC 014c Table 2 Work Restrictions
86. IC 015 TB Exposure
87. IC 016 Patients with TB
88. IC 017 TB Plan
89. IC 017a TB Risk Assessment Appendix A
90. IC 018 TB Screening
91. IC 019 Antimicrobial Resistant Microorganism Management in LTC/Swing Bed Residents
92. IC 020 Orientation
93. IC 021 General Operations
94. IC 022 Sputum Specimen Collection
95. IC 023a Fit Testing
96. IC 024 N95 Mask
97. IC 025 Hand Hygiene
98. IC 026 Sharps
99. IC 027 Fingernails
100. IC 028 Definitions
101. IC 029 Floor Cleaning and Maintenance
102. IC 030 Refrigerator Monitor
103. QMC 100 – Unusual Occurrence Report

F. APPROVAL OF MINUTES

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G. REPORTS AND CORRESPONDENCE

1. President's Report - None
2. Administrator's Report
3. Medical Director's Report - Will be available
4. Finance Report -None

H. ACTION ITEMS

1. Approval of Rules and Regulations of the Medical Staff
2. CCMC Emergency Operations Plan
3. Infection Control Plan
4. Utilization Review Plan

I. DISCUSSION ITEMS

J. AUDIENCE PARTICIPATION (limited to 3 minutes per speaker)

Members of the public are given the opportunity to comment on matters which are within the subject matter jurisdiction of the Board and are appropriate for discussion in an open session.

K. BOARD MEMBERS COMMENTS

L. EXECUTIVE SESSION ****

M. ADJOURNMENT