I. CALL TO ORDER

Vice Chair Kevin M. Hogan called the meeting to order at 4:35 P.M.

II. APPROVAL OF MINUTES OF APRIL 26, 2016 REGULAR MEETING OF THE BOARD OF DIRECTORS.
Moved by Michael Seaman and seconded by Michael Hoffert.
Motion approved unanimously

III. ACTION ITEMS

A. Approval of May 5, 2016 Medical/Dental Staff Appointments/Re-Appointments
Moved by Kathleen Grimm, MD and seconded by Michael Hoffert.
Motion approved unanimously
B. Approval for a one-time four year extension for board certification and renewal of a board certification for two physicians.
   Moved by Michael Hoffert and seconded by Bishop Michael Badger
   
   Motion approved unanimously

C. Approve the recommendation of the Medical/Dental staff committee to appoint a hospitalist under guideline recommendations.
   Moved by Michael Seaman and seconded by Bishop Michael Badger.
   
   Motion approved unanimously

V. BOARD COMMITTEE REPORTS
   All reports except that of the Performance Improvement Committee are received and filed in the May 31, 2016 Board book.

VI. REPORTS OF CORPORATION’S MANAGEMENT
   President & Chief Executive Officer: Thomas J. Quatroche, Ph.D.
   
   Quality
   ▪ Achieved AHA –Gold Plus recognition award.
   ▪ NYSDOH Radiology services survey – only 1 finding.
   ▪ 2 mock surveys by Vizient.
   ▪ OMH survey completed for the Behavioral Health program; waiting for final report.
   ▪ ECMC was awarded a three-star rating out of five by CMS for patient experience

   Patient Experience
   ▪ Morrison’s has developed a Performance Improvement Committee and hired a Patient Experience Manager for Food Service.
   ▪ Our Nursing Serenity Room opened May 4th. The Serenity Room is a quiet, calm, and peaceful room for nursing staff to relax, and renew their minds, bodies, and spirits.
   ▪ Environmental Services provides “Just for You Welcome Bags” to newly admitted patients.
   ▪ May 18 - World CPR Day-Provided free CPR lessons in the lobby.

   Culture
   
   Events
   ▪ Patient Experience Week – Open House
   ▪ Mental Health Awareness Month
   ▪ Autism Risk & Safety Training
Suicide Assessment & Clinical Interviewing
Trauma Awareness Month
  - Trauma Survivor Day
EMS Week
  - Billboard thanking EMS caregivers
  - “Dogs on the deck”
Nurses Week
  - Ice Cream Cart
Terrace View Nursing Home Week
368 Employees sponsored to attend “Springfest”
325 Employees participate in “Lose to Win” program
Emergency Room CEN Course took place—16 RNs participated.
Community Events
  - Falls Prevention at the Mayor’s Annual Luncheon
  - Trauma Orientation for Critical Care
National Database for Nursing Quality Improvement – 72% online survey participation
Perfect Attendance Program expanded
Personalized thank you notes for patients by our Executive Leadership team

Operations
Preventing for summer surge
Joint Commission preparation is underway
New Operating Room Opening June 1st
Physicians recruited:
  - 2 Orthopaedic
  - 1 Bariatric
  - 2 Cardiologist
  - Hospitalist
$700,000 operating loss for the month of April
$2.8 million operating loss year-to-date
Increased surgeries
“Springfest 2016” raised $943,000
LOS doing well
Increased ED visits
Chief Financial Officer: Stephen Gary
A summary of the financial results through April 30, 2016 and a Quarterly Financial Statement and projected statement of Yearly Cash Flows are attached in the Board Book for review.

VII. **RECESS TO EXECUTIVE SESSION – MATTERS MADE CONFIDENTIAL BY LAW**
Moved by Michael Hoffert and seconded by Douglas Baker to enter into Executive Session at 5:05 P.M. to consider matters made confidential by law, including certain compliance-related matters, strategic investments, and business plans.

**Motion approved unanimously**

VIII. **RECONVENE IN OPEN SESSION**
Moved by Michael Seaman and seconded by Douglas Baker to reconvene in Open Session at 5:35 P.M. No action was taken by the Board in Executive Session.

**Motion approved unanimously.**

IX. **ADJOURNMENT**
Moved by Bishop Badger and seconded by Douglas Baker to adjourn the Board of Directors meeting at 5:40 P.M.

Douglas H. Baker
Corporation Secretary
CALL TO ORDER
The meeting was called to order at 3:00 PM by Dr. Bakhai. The proceedings from the previous meeting of April 7, 2016 were reviewed as accepted by the MEC and BOD with no changes.

ADMINISTRATIVE
The Credentials Committee was made aware of recent resignations, application withdrawals, leave requests or conclusions and presents the following names to the Executive Committee for information.

A. Deceased
   Joseph Zizzi Sr., MD  Internal Medicine, Cardiology

B. Applications Withdrawn
   Darren Alicandri, MD  Family Medicine
   Katherine Flower, ANP  Internal Medicine/Hospitalist

C. Application Processing Cessation – none

D. Automatic Processing Conclusion – (inactive applications > 180 days from date of signature)

E. Resignations
   Williams, Stacey, FNP  Emergency Medicine  05/11/2016
   Luczkiewicz, Debra, MD  Internal Medicine  04/18/2016
   Masood, Qazi, MD  Internal Medicine/Hospitalist  05/04/2016
   Rochelin, David, MD  Internal Medicine/Hospitalist  05/04/2016
   Sawalha, Leitha, MD  Internal Medicine/Hospitalist  05/01/2016
   Salvamoser, Kristen, PA-C  Orthopaedic Surgery  04/12/2016
   Welge, Alexander, MD  Psychiatry  05/04/2016
   Feld, Gregory, MD  Radiology  04/25/2016
CHANGE IN STAFF CATEGORY

Anesthesiology
Robert J. Schuder, MD
Active to Emeritus

Internal Medicine
McDaniel, Timothy, MD
Active to Courtesy, Refer and Follow
Rigual, Nestor, MD
Active to Courtesy, Refer and Follow

DEPARTMENT CHANGE OR ADDITION

None

CHANGE OR ADDITION OF COLLABORATING/SUPERVISING ATTENDING

Emergency Medicine
McCarthy, Elizabeth, PA-C
Changing from Dietrich Jehle, MD to William Dice, MD

PRIVILEGE ADDITION/REVISION, RECOMMENDED – COMMENTS AS INDICATED

Internal Medicine
Izzo, Joseph, MD
- General Admitting Privileges – Nephrology
- Ambulatory Care Privileges

*FPPE waived; these represent location specific privileges only

Okel, Hannah, PA
Supervising Physician: Dr. M. Achakzai
- Limited Interpretation of EKG (Basic Procedures)

*FPPE waived; assessed during the hospitalist ICU training (on file)

Oral & Maxillofacial Surgery
DiNardo, N. Mario, DMD
- General Dentistry Procedural Level 1 Core privileges >12 y-Adult

*Per COS, waive FPPE of these core privileges; possesses higher level privileges

Orthopaedic Surgery
Duquin, Thomas, MD
- Arthroscopy, knee, surgical; osteochondral autograft(s)
- Arthroscopy, knee, surgical; osteochondral allograft
- Autologous chondrocyte implantation, knee

Surgery
Kayler, Liise, MD
- Endoscopies- Sigmoidoscopy- rigid
- Aspiration Procedures- Bladder Aspiration
- Radiologic Procedures – Cholangiography
- Advanced Procedures – Peritoneal Lavage for Trauma Hemoperitoneum Diagnosis
- Pelvic Hernias
- Colorectal (fissures, fistula, hemorrhoids, abscess, etc.)
- Aorta – Renal arteries
- Inferior Vena Cava and Branches – Excision of infected vein
- Thrombectomy
- Cystectomy, partial or complete
- Head & Neck Surgery – Cricothyroidotomy
- Extremities – Vascular surgery, extremities
- General & Colorectal Surgery- Hemangioma removal
### APPOINTMENT APPLICATIONS, RECOMMENDED – COMMENTS AS INDICATED

**A. Initial Appointment Review (12)**

**Emergency Medicine**
- Frawley, Brendan, PA-C
  - **Supervising Physician:** Gerald Igoe, MD

**Family Medicine**
- Snyder, Teresa, ANP
  - **Collaborating Physician:** Mohammadreza Azadfard, MD
- Witman, Jodi, FNP
  - **Collaborating Physician:** Stephen Evans, MD

**Internal Medicine/Hospitalist**
- Keefe, James, MD
- Raja, Quratul, MD

**Internal Medicine**
- Vandermeer-Gatti, Tina, FNP
  - **Collaborating Physician:** Kathleen Grimm, MD

**Psychiatry**
- Cui, Xingjia, MD

**Radiology/Teleradiology**
- Khatod, Elaine, MD
- Pratt, Alan, MD

*The committee recommended the review of one of the new appointment dossiers by the Practitioner Wellness Committee*

**B. Dual Appointments (0)**

**C. Reappointment Review (39)**

**Anesthesia**
- DePlato, Anthony, MD

**Dentistry**
- Colebeck, Amanda, DDS

**Family Medicine**
- Evans, Stephen, MD
- Lugo, Robert, MD

**Internal Medicine**
- Brockman, Daniel, MD
- Forte, Kenton, MD
- Izzo, Joseph, MD
- McDaniel, Timothy, MD
- Okel, Hannah, PA
  - **Supervising Physician:** M. Achakzai, MD
FOR OVERALL ACTION

D. Dual Reappointments (0)

**PROVISIONAL APPOINTMENT REVIEW, RECOMMENDED**

The following members of the Provisional Staff from the previous year period are presented for movement to the Permanent Staff on the date indicated.
May 2016 Provisional to Permanent Staff  
05/26/2016  
Provisional Period Expires  

Family Medicine  
Golding, Douglas, MD  
Rajeswary, Jyotsna, MD  

Gynecology and Obstetrics  
Ionescu, Adina, MD  

Internal Medicine  
Banas, Anne, MD  
Ministero, Jennifer, PA-C  

Orthopaedic Surgery  
Prybylski, Monica, NP  

Pathology  
Brandwein-Gensler, Margaret, MD  

Psychiatry  
Delregno, Paula, MD  


The future July 2016 Provisional to Permanent Staff list will be compiled for Chief of Service review and endorsement.

FOR OVERALL ACTION

AUTOMATIC CONCLUSION, Reappointment Expiration, FIRST NOTICE

Dentistry  
Capuana, Joseph, DDS  

Psychiatry & Behavioral Medicine  
Gunther, Mark, PhD  


Reappointment Expiration Date: Jul 31, 2016

AUTOMATIC CONCLUSION, Reappointment Expiration, SECOND NOTICE

None

AUTOMATIC CONCLUSION- Reappointment Expiration, FINAL NOTICE

Internal Medicine  
Banas, Michael, MD  
Hashmi, Yahya, MD  

Reappointment Expiration Date: as indicated above

Planned Credentials Committee Meeting: May 5, 2016
Planned MEC Action date: May 23, 2016
Planned BOD Action date: May 31, 2016

FOR INFORMATION

OLD BUSINESS

OFFICE OPERATIONS

On-line re-appointment application – Status report  
Systems limitations with the credentialing software have created some obstacles that have impacted progress. We continue to partner with KH and the software vendor on systems enhancements believed to be critical to launching the service.

JC Survey Readiness
S. Ksiazek reviewed the ongoing commitment of the Medical-Dental Staff Office to ensuring that policy and process meet the spirit of the JC standards. Examples include a modification to the standardized FPPE form, and working with Risk Management/Legal on added policy verbiage that captures the medical-dental staff processes regarding practitioner impairment.

**CME Requirement for MDs/DOs**
As follow up to last month’s meeting, both the KH and ECMC Credentials Committees have recommended harmonizing the requirement. Each will be taking to its respective Medical Executive Committees the following revision: “Completion of at least 50 hours of CME every two years, all of which must be in Category 1”.

**Technical Amendment to the Bylaws**
S. Ksiazek reviewed for the committee that the following statement: “Temporary Privileges may not be granted for longer than 120 days in a 12 month period.” Was endorsed by the MEC at its March meeting and approved by BOD at its April meeting. The technical amendment has been communicated to the medical-dental staff in accordance with the bylaws.

**Internal Medicine Generalist Form**
S. Ksiazek credited R. Reiford for her efforts addressing the issue reviewed last month in the credentialing software.

**Risk Management**
No report. Dialogue continues regarding establishing minimum coverage limits for MDs and AHPs. Until written guidelines are issued, the Medical-Dental Staff Office will continue to flag for Risk Management any MD policy less than 1.3/3.9.

**Temporary Privileges**
Refer to the attached tracker of Urgent and Temporary Privilege issuance and expiration.

**FOR OVERALL ACTION**

### NEW BUSINESS

**Forms**
S. Ksiazek informed the committee of:
- The non-substantive correction made to the face sheet of the Radiology Privilege Form.
- A potentially outdated liability form was forwarded to Risk Management to assess if it might be retired; awaiting a response.

**Medical Leave**
The committee was informed of the processing of a 4 month medical leave; documentation as defined in policy on file in the Medical-Dental Staff Office.

**Disclosure Form**
The form, recently modified by ECMC Legal Counsel was endorsed by the committee and will be placed into production immediately.

**Delegated Credentialing**
S. Ksiazek informed the committee that Fidelis is seeking NCQA certification and has forwarded to ECMC a new agreement. An intradepartmental meeting of ECMC stakeholders and legal counsel was held. Next steps include a meeting with Fidelis to negotiate the terms of the agreement.

**Non-substantive typographical corrections to the Credentials Manual**
S. Ksiazek reviewed the following wording clarifications, endorsed by the Credentials Committee as non-substantive corrections:
- Page 7: add wording “when possible” to reference qualifications
- Page 26: add “minimally”

**Updated DOJ COC**
S. Ksiazek informed the committee that the document has been updated for 2016. The Medical-Dental Staff Office has incorporated the new form into its on-boarding process for BH, CD and the Hospitalist Group and will use the updated document for the 2016 annual review and sign.

**Board Certification**

In the course of on-going file quality control checks, the following practitioners have been identified to have not met the bylaws requirement for board certification or maintenance:

**Neurosurgery**

Snyder, Kenneth, MD - beyond 4 year window, as did not sit for boards as intended 11/15. Upon communication with the practice plan, the Medical-Dental Staff Office was informed that he is sitting for the exam November 2016.

**Psychiatry**

Yu, Hong, MD – board certification expired as of 12/31/15; COS made aware.

- The Credentials Committee endorsed that the Credentials Chair will request of the MEC and BOD at their May meetings that both practitioners be granted the 4 year grace period (effective May 2016) defined within the bylaws.

**FOR OVERALL ACTION**

<table>
<thead>
<tr>
<th>OPEN ISSUES</th>
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<tbody>
<tr>
<td>=DOJ COCs for Hospitalist Group – status report</td>
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<tr>
<td>=Revision of Orthopaedic Surgery form – no update</td>
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<tr>
<td>=Membership category not printing on appt/reappt letters – resolved</td>
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<tr>
<td>=Documentation of the OPMC action plan into the practitioner’s PPE file – monitor asks the MDSO to remind periodically</td>
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| =HBO Tx Credentialing Criteria revisions – no update |
| =FM application (April 2016 CC meeting); closed |

**FOR INFORMATION**

**OTHER BUSINESS**

FPPE-OPPE Report (included in the consent calendar of the Medical-Executive Committee)

**FPPE (Focused Professional Practice Evaluation) (31)**

Anesthesiology (2 CRNA New requested privileges)
Dentistry (2 DDS FPPE waived administrative privilege)
Family Medicine (3NP’s Newly requested privileges, 1 PA-C Newly requested privileges)
Internal Medicine (10 MD’s, 6 NP’s, 2 PA-C’s Newly requested privileges)
NeuroSurgery (1 PA-C Newly requested privileges)
Surgery (1 MD Newly requested privileges)
Radiology (3 MD’s FPPE waived offsite teleradiologist)

**OPPE (Ongoing Professional Practice Evaluation)**

Cardiothoracic- 13
Chemical Dependency- 9
Dermatology- 4
ED- 48
Neurology- 7
OB/GYN- 8
Ophthalmology- 9
Oral Max- 20
Otolaryngology- 1
Radiology- 14

**FOR INFORMATION**
ADJOURNMENT

With no other business, a motion to adjourn was received and carried at 4:00 PM.

Respectfully submitted,

Yogesh Bakhai, MD
Chairman, Credentials Committee

Att.