



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS

AGENDA

Monday, March 25, 2024 at 12:00 p.m.
Human Resources Conference Room – Tahoe Forest Hospital
10024 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER

2. ROLL CALL

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

4. INPUT – AUDIENCE

This is an opportunity for members of the public to address the Board on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Board cannot take action on any item not on the agenda. The Board may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

5. APPROVAL OF MINUTES ♦

5.1. 12/18/2023 Regular Meeting ATTACHMENT

6. ITEMS FOR BOARD ACTION ♦

6.1. Updated Policies ♦

Truckee Surgery Center Board of Managers will review and consider for approval the following updated policies:

- 6.1.1. Quality Assessment and Performance Improvement (QAPI) Plan (QA-2002) ATTACHMENT
- 6.1.2. Time Off (HR-2009) ATTACHMENT
- 6.1.3. California Paid Sick Leave (HR-2008) ATTACHMENT
- 6.1.4. Clinical Laboratory Point of Care Testing Program (LAB-1909) ATTACHMENT

6.2. Annual Employee Handbook Review ♦ ATTACHMENT

Truckee Surgery Center Board of Managers will review and consider approval of the employee handbook.

6.3. Patient Instructions ♦

Truckee Surgery Center Board of Managers will review and consider the following patient instructions for approval:

- 6.3.1. Low Oxygen Saturation and Incentive Spirometer Use ATTACHMENT
- 6.3.2. Lower Extremity Discharge Instructions ATTACHMENT

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

Truckee Surgery Center Board of Managers will review the following financial reports:

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- 7.1.1. Q2 FY24 Financial Statement..... ATTACHMENT
- 7.1.2. Q2 FY24 Balance Sheet ATTACHMENT
- 7.1.3. Surgical Notes Dashboard..... ATTACHMENT
- 7.2. Coding Review Report..... ATTACHMENT**
Truckee Surgery Center Board of Managers will review the Fourth Quarter 2023 Coding Review Report.
- 7.3. Administrator Update..... ATTACHMENT**
Truckee Surgery Center Board of Managers will receive an update from the Administrator on operations, staffing, facility and equipment needs.
- 7.4. Anesthesia Staffing**
Truckee Surgery Center Board of Managers will consider a proposal on anesthesia staffing.
- 7.5. Facility Maintenance Records..... ATTACHMENT**
Truckee Surgery Center Board of Managers will receive an update from the Administrator on facility maintenance records.
- 8. CLOSED SESSION**
 - 8.1. Approval of Closed Session Minutes** ◆
12/18/2023 – Regular Meeting
 - 8.2. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: Fourth Quarter 2023 Infection Control Data Summary
Number of items: One (1)
 - 8.3. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: Fourth Quarter 2023 Quality Assurance Performance Improvement Data
Number of items: Eight (8)
 - 8.4. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: 2023 Annual Quality Report
Number of items: One (1)
 - 8.5. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: 2023 Quality Improvement Project Study & Annual Evaluation
Number of items: Two (2)
 - 8.6. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: Fourth Quarter 2023 Ambulatory Surgery Center Association (ASCA) Clinical Benchmarking Survey
Number of items: One (1)
 - 8.7. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: 2023 Culture of Safety Survey
Number of items: One (1)
 - 8.8. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: 2024 Utility Risk Assessment
Number of items: One (1)
 - 8.9. Hearing (Health & Safety Code § 32155)** ◆
Subject Matter: 2023-2024 Hazard and Vulnerability Assessments
Number of items: Two (2)
 - 8.10. Hearing (Health & Safety Code § 32155)**
Subject Matter: Case Review

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9. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

10. ITEMS FOR NEXT MEETING

11. ADJOURN

*Denotes material (or a portion thereof) may be distributed later.

A copy of the board meeting agenda is posted on Tahoe Forest Hospital District's web site (www.tfhd.com) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting. Materials related to an item on this Agenda submitted to the Board of Managers, or a majority of the Board, after distribution of the agenda are available for public inspection in the District's Administration Office, 10977 Spring Lane, Truckee, CA 96161, during normal business hours.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions.

Equal Opportunity Employer. The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3481 at least 24 hours in advance of the meeting.