

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18



**APPROVED MINUTES**

**MEETING OF:**

**PATIENT SAFETY AUTHORITY**

VIRTUAL MEETING VIA WEBEX

TIME: 1:00 P.M.

DATE: November 12, 2020

\*\*\*

**Patient Safety Authority**

**November 12, 2020**

\*\*\*

1 Stanton Smullens, M.D., Chair  
2 Daniel Glunk, M.D.  
3 William Wenner, M.D.  
4 Kathleen Law, RN  
5 Eric Weitz, Esquire  
6 Mary Ellen Mannix  
7 Linda Waddell, RN  
8 Veronica Richards, Esquire  
9 Arleen Kessler. PharmD

10

11 Also Present:

12

13 Regina Hoffman, Executive Director  
14 Caitlyn Allen, Director of Engagement  
15 Howard Newstadt, Financial Director & CIO  
16 Michelle Bell, Director of Outreach & Education  
17 Rebecca Jones, Director of Data Science & Research  
18 Karen McKinnon-Lipsett, Administrative Specialist  
19 Rodney Akers, Legal Counsel  
20 Jeffrey Bomboy, Senior Patient Safety Liaison  
21 Lea Anne Gardner, Patient Safety Analyst  
22 Kelly Gipson, Project Manager  
23 Johnathan Gleason, EVP, CQO, Jefferson Hospital  
24 Shawn Kepner, Data Analyst  
25 Elizabeth Kukielka, Patient Safety Analyst  
26 Richard Kundravi, Patient Safety Liaison  
27 Dylan Lindberg, PA House of Representatives  
28 Shelly Mixell, Administrative Specialist, Outreach & Education  
29 Steve Mrozowski, PSO, Penn State Hershey  
30 Eugene Myers, Assoc. Editor, Engagement & Pubs.  
31 Erin O'Dea, PA House of Representatives, Health Committee  
32 Jessica Oaks, Program Manager  
33 Jackie Peck, Communication Specialist  
34 MaryEllen Pfeiffer, Sr. Director, Patient Safety, WellSpan  
35 Teresa Plesce, Office Manager  
36 Terri Roberts, Senior Infection Preventionist  
37 Megan Shetterly, Senior Patient Safety Liaison

- 1 Krista Sorvino, Communication Specialist
- 2 Heather Stone, Administrative Specialist
- 3 Matthew Taylor, Patient Safety Analyst
- 4 Alex Ulsh, Systems Administrator, Deputy CISO
- 5 Susan Wallace, Patient Safety Liaison
- 6



PATIENT SAFETY AUTHORITY  
Public Meeting  
November 12, 2020 Time: 1:00 PM  
Location: Cisco Webex (Virtual Meeting)

**DRAFT Agenda**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26

- I. Call to Order
- II. Report of Board Chair (1:00-1:02)
- III. Approval of the September 14, 2020 Meeting Minutes (1:02-1:05)
- IV. Report of the Executive Director (1:05-1:20)
- V. Authority Programs (1:20-2:20)
  - **Tableau demonstration** – Rebecca Jones, Shawn Kepner, Jessica Oaks
  - **Communications update** – Eugene Meyers
- VII. Old Business (2:20 – 2:50)
  - **Strategic Plan approval** – Regina Hoffman
- VIII. New Business (2:50- 2:55)
- IX. Public Comment (2:55 – 3:00)
- X. Adjournment (3:00)

1 The regularly scheduled meeting of the Patient Safety Authority  
2 was held virtually via Cisco WebEx on Thursday, November 12,  
3 2020. Stanton Smullens, M.D., Chair, called the meeting to  
4 order at 1:10 p.m.

5 \*\*\*

6

7 Report of the Executive Director, Regina Hoffman

8 [References change in Agenda, section V, communication update  
9 has been moved to end of presentation.]

10 Report of the Board Chair

11 [Stanton Smullens, M.D., Chair, discussed the gold and platinum  
12 award the patient safety journal received from MarCom, a  
13 marketing and communication organization and an excellent  
14 article in the patient safety journal relating to the National  
15 action plan.]

16 A motion to approve the minutes of September 14, 2020, carried  
17 unanimously.

18 \*\*\*

19 Report of the Executive Director

20 [Regina Hoffman, Executive Director, discussed the highlights  
21 since the last ED report such as:

- 1 • The Data Science & Research team graph on event reporting,  
2 event reporting submission and COVID updates.
- 3 • The demonstration by the DS&R team on Tableau  
4 implementation and features being using that replaced SAS  
5 visual analytics.
- 6 • The continued development of the interactive LMS program.
- 7 • Continued education by virtual offerings.
- 8 • The distribution of the decision tree developed by  
9 Outreach & Education for facilities
- 10 • The failures in continuous telemetry monitoring and the  
11 tool developed for hospitals so they can perform a post  
12 event analysis.
- 13 • The Journal, including the MarCom Award, being a finalist  
14 for the Reagan 2020 public relations daily PR award, and  
15 the 35,000 people who visit the journal website with  
16 43,000 downloads of our articles.
- 17 • The slow start of assessments collection back in late  
18 spring, early summer; how PSA is just about caught up and  
19 a small number of facilities that the Department of Health  
20 is still working on collection. She reminded that she and  
21 Howard Newstadt will recommend assessments for this  
22 current fiscal year at the December board meeting for  
23 approval.

24

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23

\*\*\*

Authority Programs

Live Tableau Demonstration

[Rebecca Jones, Dir. of Data Research & Science Team, Jessica Oaks, Program Manager, Shawn Kepner, Data Analyst]

Becky Jones introduced her team and discussed why PSA chose Tableau, how the teams at PSA are currently using it, what has been accomplished so far and what is planned for the future. Jessica Oaks discussed how PSA looked for intuitive analytics and explored new options for solutions to get powerful and insightful data visualization.

Shawn Kepner gave a live Tableau demonstration and discussed dashboards with connected data sources & daily server updates; subscription email alerts; analyst explorations and data blending.

\*\*\*

Regina Hoffman, Executive Director, discussed the development of the high-level Patient Safety Authority strategic plan 2020, including a revised mission statement; values of safety, integrity and continuous improvement; and strategic pathways of healthcare associated infections, culture, diagnostic improvement and improving the database. The strategic plan is intended to encompass the next 4-5 years.

1 ED requested the approval of the strategic Plan.

2 A motion to approve the strategic plan carried unanimously.

3 \*\*\*

4 A motion was introduced to amend the bylaws. The motion to  
5 amend the bylaws was read into the record and is to be voted on  
6 at the January 14, 2021 board meeting.

7 \*\*\*

8 A discussion was held regarding orientation and training  
9 regarding the Sunshine Act. Mr. Akers spoke to this and offered  
10 to present training information as the board desired. Mr. Akers  
11 also shared that this training is being included in new board  
12 member orientation.

13 \*\*\*

14 Dr. Wenner submitted a report of the board taskforce for review  
15 of the validity and compliance of reporting. No action  
16 required.

17 \*\*\*

18 Eugene Myers discussed Sepsis Awareness month and gave a brief  
19 update of the development of the Sepsis Escape room.

20 \*\*\*

21 Dr. Wenner put forth a motion for staff to develop a formal



1 written policy on how to handle external information brought to  
2 the Patient Safety Authority. Mary Ellen Mannix seconded the  
3 motion. Discussion was held regarding the board's responsibility  
4 for such a policy as opposed to staff. Dr. Wenner then moved to  
5 table his motion. Eric Weitz seconded that the motion be  
6 tabled.

7

8 [The meeting adjourned at 3:10 p.m.]

9

10  
11  
12

---

Karen McKinnon  
Scribe

1 PATIENT SAFETY AUTHORITY

2 BOARD OF DIRECTORS

3 REFERENCE INDEX

4 November 12, 2020

5  
6 COUNTER

7 TIME

NUMBER

AGENDA

8 1:00

00:03

Call to Order

9 00:32

Report of Board Chair

10 04:09

Report of the Executive Director,  
11 Regina Hoffman

12 01:54

Approval of September 14, 2020  
13 Minutes

14  
15 14:01

Tableau presentation begins,  
16 Rebecca Jones, Director of Data  
17 Science & Research; Jessica Oaks,  
18 Program Manager and Shawn Kepner,  
19 Data Analyst

20  
21 51:55

Executive Director discusses  
22 strategic plan

23  
24 1:19:56

Approval of motion to approve the  
25 strategic plan

26  
27 1:21:17

Dr. William Wenner's proposal to  
28 amend the bylaws

29  
30 1:28:27

Dr. William Wenner asks Rodney  
31 Akers to provide training to the  
32 board to better understand the  
33 Sunshine laws

34 1:38:01

Eugene Myers discusses Sepsis  
35 Awareness month and gave a brief  
36 update of the development of the  
37 Sepsis Escape room.