



SANTA BARBARA COUNTY
DEPARTMENT OF
Behavioral Wellness
A System of Care and Recovery

Psychiatric Health Facility (PHF) Governing Board Meeting
Wednesday August 23, 2017
3:00 PM – 4:00 PM
PHD Auditorium
300 N San Antonio Rd, Santa Barbara
Minutes

Staff: Alice Gleghorn, PhD, PHF CEO; Ole Behrendtsen, Interim Medical Director; Suzanne Grimesey, Chief Strategy Officer; Yaneris Muñiz, Policy and Project Development Coordinator; Jamie Huthsing, Quality Care Management Coordinator; Gerardo Puga, PHF Program Director; Alesha Silva, PHF Interim Nurse Supervisor; Karen Campos, Administration and **County Counsel**.

Facilitator: Terri Maus-Nisich, Assistant CEO, Health and Human Services

Roll Call – Supervisor Lavagnino, Santa Barbara County Board of Supervisors, Fifth District; **Terri Maus-Nisich**, Assistant CEO, Health and Human Services; **Janette Pell**, Director of General Services; **Vincent Wasilewski**, Chief Deputy for Custody Operations, Sheriff's Department; **Van Do-Reynoso**, Director of Public Health.

General Public Comment: none at this meeting.

1. Welcome and Overview

- Introduction of new Board Member – Chair Maus-Nisich introduces new board member, Van Do-Reynoso, Director of Public Health.
- Introduction of Staff – Dr. Gleghorn introduces Jamie Huthsing, Quality Care Management Coordinator who will be taking over some of Veronica Heinzelmann's duties as she serves in her interim regional manager role.

Doctor Kayla Rosen was also introduced as she will be overseeing the department's crisis services in a medical director role.

Action: No action.

2. Review and Approve Minutes (Exhibit 2a)

- July 26, 2017 – Chief Wasilewski made a motion to approve the July 26, 2017 meeting minutes as presented. Ms. Pell seconded. No objections. Motion carried.

3. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):

QAPI August Update

Complaints and Grievances

- Ms. Grimesey provided the report for the month.

Infection Prevention and Control

- No report this month.

Patient Services, Care and Safety

- Ms. Grimesey provided the report for the quarter.
- Patient Injuries - Ms. Grimesey provided the report for the month.
- Adverse Outcomes in Patient Care - Ms. Grimesey provided the report for the month.
- Suicide Management, Treatment Planning, Consents, Nursing Services - Ms. Grimesey provided the report for the quarter.

Social Work Services

- No report this month.

Restraint/Seclusion

- No report this month.

Medication Use/Pharmacy Services

- Ms. Grimesey provided the report for the month.

Significant Adverse Outcomes

- Ms. Grimesey provided the report for the month.

Food and Nutritional Services

- No report this month.

Physician and Allied Health Professionals Related Services

- Ms. Grimesey provides quarterly report and indicates that corrective action for off target telephone medication orders is detailed at the end of the report.

Environmental Services (EVS)

- No report this month.

Environment of Care (Facilities)

- Ms. Grimesey provided the report for the month.

Laboratory Services

- No report this month.

Process Improvement Projects

- No report this month.

Contract Monitoring

- Mr. Puga reports on the following contracts:
 - o **Edwin Feliciano, MD Contract** (psychiatrist) – in compliance.
 - o **Charlotte Elise McKee Contract** (infection control & prevention consultant) – in compliance, however contract was not renewed.
 - o **Traditions Behavioral Health Contract** (psychiatric services) – new contract to be reported on next quarter.
 - o **Hometown Pharmacy Contract** (pharmacy services) – not in compliance with performance. Plan of correction for this contract was provided.
 - o **Grad Green Contract** (nursing administration consultant) – not in compliance, contract has been terminated.
 - o **South Coast Janitorial Contract** (janitorial services) – in compliance.
 - o **Valle Verde Contract** (patient meal services) – in compliance.
 - o **Maxim Healthcare Services Contract** (staffing services) - in compliance.

Chair Maus-Nisich requested that for the following quarterly report on this item, that the contracts to be reported on be listed on the agenda. Mr. Puga agreed.

- **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care**

- **Infection Control Program Update** – Ms. Silva reports on behalf of Ms. Barrinuevo the current areas of focus in the months of April, May and June were tuberculosis screening, occupational exposures, environmental rounds, hand hygiene program, influenza vaccines, P&Ps, healthcare associated infections, upper respiratory and environmental rounds to

make sure that the PHF is meeting appropriate protocols.

- **July 3, 2017 CMS PHF Visit Report** – Mr. Puga reports that on July 3, 2017 the PHF had an unscheduled CMS visit due to an unspecified complaint. They received the official report on August 11th which was related to staffing acuity and ratio. The Plan of Correction was submitted on August 18th.

Action: Supervisor Lavagnino made a motion to acknowledge that the report was received. Chief Wasilewski seconded. No objections. Motion carried.

4. Staff will provide a report on the following Compliance

- **Staff Credentialing /Privileging** – none for this meeting.

Action: No action.

5. Budget Development – no discussion.

Action: no action.

6. Policy Revisions and Development

Ms. Muniz provides overview of the new policy listed below:

- Infection Control Physical Environment (Exhibit 6a)

Ms. Muñiz provides an overview of the revisions made to the policies listed below:

- Informed Consent for Psychotropic Medications (Exhibit 6b)
- Level of Observation
- Acuity Staffing
- Medication Disposal and Destruction

Upcoming or in-progress policy reviews

- Ms. Muñiz reports that the Employee Health Program and Infection Control policy and procedure is in development and can be expected to be presented at the September meeting.

Action: Supervisor Lavagnino made a motion to acknowledge that the report was received and approve new and revised policies presented above. Ms. Pell seconded. No objections. Motion carried.

7. PHF Governing Board Administrative Items

Chair Maus-Nisich discussed with the Board, topics that should be included in the upcoming PGB Annual report to the Board of Supervisors.

Action: Supervisor Lavagnino made a motion to include in the board report the following topics: improvements that are underway or outstanding, with anticipated future budget impacts where known; magnitude and specifics of the policies and procedures presented; monthly QAPI update process, format and approach to correct off target indicators; duties of this board and attendees; physical PHF changes for patient safety; overview of a typical day at the PHF; comfort room benefits; staffing to acuity, with direction to staff to present a draft report to this board at the October meeting. Dr. Do-Reynoso seconded. No objections. Motion carried.

8. Review of Future Meeting Agenda Items

- Key Policies
 - Conflict of Interest
- Review draft of PGB BOS annual report in October
- Updating PGB Board members

9. Adjournment – Next Meeting Date, September 27, 2017