



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

Psychiatric Health Facility (PHF) Governing Board Special Meeting  
Wednesday September 27, 2017  
3:00 PM – 4:00 PM  
PHD Conference Room C101/102  
300 N San Antonio Rd, Santa Barbara  
**Minutes**

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**Staff:** Alice Gleghorn, PhD, PHF CEO; Marianne Barrinuevo, PHF Director of Nursing; Morgan Peterson, PHF Pharmacist in Charge; Jamie Huthsing, Quality Care Management Coordinator; Alesha Silva, PHF Interim Nurse Supervisor; Karen Campos, Administration and **County Counsel**.

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

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**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.

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**General Public Comment:** none at this meeting.

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**1. Welcome and Overview**

- Introduction of Staff
  - Dr. Gleghorn introduces newly hired PHF Pharmacist in Charge, Morgan Peterson.

**Action:** No action.

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**2. Review and Approve Minutes** (Exhibit 2a)

- August 23, 2017 – Ms. Do-Reynoso made a motion to approve the August 23, 2017 meeting minutes as presented. Supervisor Lavagnino seconded. No objections. Motion carried.

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

**QAPI September Update**

**Complaints and Grievances**

- Ms. Huthsing provided the report for the month.

**Infection Prevention and Control**

- No report this month.

**Patient Services, Care and Safety**

- No report for the quarter.
- Patient Injuries – Ms. Huthsing provided the report for the month.
- Adverse Outcomes in Patient Care - Ms. Huthsing provided the report for the month.
- Suicide Management, Treatment Planning, Consents, Nursing Services – no report for the quarter.

**Social Work Services**

- Ms. Huthsing provided the report for the quarter.

**Restraint/Seclusion**

- Ms. Huthsing provided the report for the quarter.

**Medication Use/Pharmacy Services**

- No report for the quarter.
- Medication Error Rates/Unavailability – Ms. Huthsing provided the report for the quarter.

**Significant Adverse Outcomes**

- Ms. Huthsing provided the report for the month.

**Food and Nutritional Services**

- Ms. Huthsing provided the report for the month.

**Physician and Allied Health Professionals Related Services**

- No report for the quarter.

**Environmental Services (EVS)**

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- No report this month.

#### Environment of Care (Facilities)

- No report this month.

#### Laboratory Services

- Ms. Huthsing provided the report for the month.

#### Process Improvement Projects

- No report this month.

#### Contract Monitoring

- No report this month.

- **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care** – Dr. Gleghorn asked the Board how they would like to be informed of different issues encountered at the PHF that may not be discussed in a public meeting due to HIPAA.

Infection Control Program Update – Ms. Barrinuevo reports to be on target for the months of June, July and August. Also announces that she has created a newsletter for PHF staff which will address infection control topics and will be going out in the next couple of weeks.

Dr. Gleghorn announces that PHF Manager, Gerardo Puga has resigned his position.

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

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#### **4. Staff will provide a report on the following Compliance**

- Staff Credentialing /Privileging – Ms. Barrinuevo reports that the PHF’s Medical Practice Committee (MPC) has reviewed the credentials of the staff member identified below, and recommends that the PHF Governing Board accept the MPC’s recommendation to credential and approve the medical staff’s privileges at the PHF:

Cindy M.T. Le, M.D and Uchenna B Okoye, M.D, MPH

**Action:** Ms. Pell made a motion to approve the credentialing and privileges of candidate listed above. Ms. Van Do-Reynoso seconded. No objections. Motion carried.

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#### **5. Budget Development**

- No report at this meeting.

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**Action:** no action.

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## 6. Policy Revisions as needed on Existing Policies

- None at this meeting.

**Action:** No action.

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## 7. PHF Governing Board Administrative Items

- **Review the draft Annual PHF Governing Board report to the County Board of Supervisors**

Dr. Gleghorn provides a verbal overview of the draft annual PHF Governing Board report to be presented to the Board of Supervisors.

Board members made the following suggestions for additions to the presentation; Ms. Maus-Nisich suggested a screenshot of the QAPI report to be included to give the board a visual, explanation of primary vs secondary indicators and inclusion of a screenshot of the form indicating actions taken to correct items identified as out of compliance; Supervisor Lavagnino recommends that the Department prepares to answer the following questions: how many other Counties have a PHF, what are their models like, why does this County have one, what happens if we don't comply with rules and regulations, what would be the consequences and who is the regulatory overseer?

- **Review Resolution requesting PHF Governing Board to be added to the County's Single Comprehensive Conflict of Interest Code (Exhibit 7a)** - Ms. Maus-Nisich presents handout indicating that this board is to be listed on FPPC.

**Action:** Ms. Pell made a motion to approve the annual report to the County Board of Supervisors with the suggestions listed above, and to adopt and authorize the Chair to execute the attached Resolution adopting a conflict of interest code by requesting that the PHF Governing Board be added to the County's Single Comprehensive Conflict of Interest Code. Supervisor Lavagnino seconded. No objections. Motion Carried.

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## 8. Review of Future Meeting Agenda Items

- Debrief of the October 10<sup>th</sup> Annual PHF Governing Board report to the County Board of Supervisors.
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## 9. Adjournment – Next Meeting Date, October 25, 2017

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