



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

Psychiatric Health Facility (PHF) Governing Board Special Meeting
Wednesday November 29, 2017
3:00 PM – 4:00 PM
PHD Auditorium
300 N San Antonio Rd, Santa Barbara

AGENDA

PHF Governing Board Members:

Supervisor Lavagnino, Santa Barbara County Board of Supervisors, 5th District
Supervisor Wolf, Santa Barbara County Board of Supervisors, 2nd District, Alternate
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff’s Department
Terri Maus-Nisich, Assistant CEO, Health and Human Services
Van Do-Reynoso, Director of Public Health Department
Polly Baldwin, Public Health Medical Doctor
Janette Pell, Director of General Services
Arlene Diaz, Manager, Public Administrator – Guardian

Staff: Alice Gleghorn, PHF CEO; Marianne Barrinuevo, PHF Director of Nursing; Alesha Silva, Interim Nurse Supervisor; Jamie Huthsing, Quality Care Management Coordinator; Suzanne Grimesey, Chief Quality Care and Strategy Officer; Morgan Peterson, Pharmacist In-Charge; Mark Lawler, PHF Team Supervisor; Karen Campos, Administration and County Counsel.

Facilitator: Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff’s Department

Persons desiring to address the meeting participants can complete and deliver to the staff the form which is available at the room entrance prior to the commencement of this comment period. This is an opportunity for members of the public to speak on items that are not on the agenda for today’s meeting. Public Comment will also be taken following each agenda section.

These are regular agenda items. Staff may, or may not have updates in each category at every meeting.

Important: **GREY** = Quarterly Update – no report due this month.

AGENDA ITEM	PRESENTER
Roll Call	Karen Campos
General Public Comment	Public
1. Welcome and Overview	Vincent Wasilewski
<ul style="list-style-type: none"> - Introduction of New Board Members <ul style="list-style-type: none"> o Polly Baldwin, Public Health Medical Director o Arlene Diaz, Manager, Public Administrator – Guardian 	

<ul style="list-style-type: none"> - Introduction of New Staff <ul style="list-style-type: none"> o Mark Lawler, PHF Team Supervisor <p>Action: No action.</p>	Alice Gleghorn
<p>2. Review and Approve Minutes of the PHF Governing Board Meetings listed below:</p> <ul style="list-style-type: none"> • October 25, 2017 (Exhibit 2a) • November 13, 2017 – Special Meeting (Exhibit 2b) <p>Action: Receive and Approve Meeting Minutes for the October 25, 2017 and November 13, 2017 PHF Governing Board Meetings.</p>	All
<p>3. Medical Staff Bylaws</p> <ul style="list-style-type: none"> - PHF Organizational Chart (Exhibit 3a) <p>Action: Approve updated PHF Organizational Chart presented above.</p>	Alice Gleghorn
<p>4. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):</p> <ul style="list-style-type: none"> • QAPI November Update (Exhibit 4a) Indicators that are highlighted in grey are reported to the PGB on a quarterly basis; therefore, no data is presented for the month of November 2017. <p>Over a few years, the PHF has worked to decrease the hours of restraint usage and the number of seclusion episodes. In FY16/17, the utilization rate has been very low, less than 1% per month for both seclusion and restraints. At this point, the PHF monitors monthly utilization to ensure that the rates do not increase.</p> <p><u>Complaints and Grievances:</u></p> <ul style="list-style-type: none"> - Report (monthly) <p><u>Infection Prevention and Control:</u></p> <ul style="list-style-type: none"> - Report (Quarterly: January, April, July, October) <p><u>Patient Services, Care and Safety:</u></p> <ul style="list-style-type: none"> - Report (Quarterly: Feb, May, Aug, Nov) - Patient Injuries (monthly) - Adverse Outcomes in Patient Care (monthly) - Suicide Management, Treatment Planning, Consents, Nursing Services (Quarterly: Feb, May, Aug, Nov) <p><u>Social Work Services</u></p> <ul style="list-style-type: none"> - Report (Quarterly: Mar, Jun, Sept, Dec) <p><u>Restraint / Seclusion</u></p> <ul style="list-style-type: none"> - Report (Quarterly: Mar, Jun, Sept, Dec) 	Jamie Huthsing

Medication Use/Pharmacy Services:

- Report (Quarterly: Feb, May, Aug, Nov)
- Medication Error Rates/Unavailability (monthly)

Significant Adverse Outcomes:

- **Report** (monthly)

Food and Nutritional Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)

Physician and Allied Health Professionals Related Services:

- Report (Quarterly: Feb, May, Aug, Nov)

Environmental Services(EVS)

- Report (Quarterly: Jan, Apr, Jul, Oct)

Environment of Care (Facilities)

- Report (Quarterly: Feb, May, Aug, Nov)

Laboratory Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)

Process Improvement Project(s):

- Report (Quarterly: Jan, Apr, Jul, Oct)

PHF Status Report:

- Patient Status (UR) Report (Exhibit 4b)

Contract Monitoring

- Report (Quarterly: Feb, May, Aug, Nov)
 - o Edwin Feliciano, MD Contract
 - o Hometown Pharmacy Contract
 - o Southern Coast Janitorial Contract
 - o Valle Verde Contract
 - o Maxim HealthCare Services Contract
- **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care** (monthly)
 - Infection Control Program Update
 - Recruiting for new Director of Clinical Services
 - Behavioral Wellness Pharmacy Update

Marianne Barrinuevo

Marianne Barrinuevo

Morgan Peterson

<p>- PHF CMS Emergency Preparedness Rule Progress Report</p> <p>Action: Receive report.</p>	<p>Marianne Barrinuevo Suzanne Grimmesey Yaneri Muñiz Mark Lawler</p>
<p>5. Staff will provide a report on the following Compliance:</p> <p>Staff Credentialing/Privileging.</p> <ul style="list-style-type: none"> None for this meeting. <p>Action: No action.</p>	
<p>6. Budget Development</p> <p>- PHF Restrooms Update</p> <p>Action: No action.</p>	<p>Janette Pell</p>
<p>7. New Policies and Policy Revisions as Needed on Existing Policies</p> <ol style="list-style-type: none"> Emergency Facility Evacuation (Exhibit 7a) Shelter in Place During Emergency (Exhibit 7b) Emergency Subsistence Management (Exhibit 7c) <p>Action: Approval of the new policies presented above.</p>	<p>Yaneri Muñiz</p>
<p>8. PHF Governing Board Administrative Items</p> <p>- No report at this meeting.</p> <p>Action: No action.</p>	
<p>9. Review of Future Meeting Agenda Items</p> <p>Provide direction to Staff regarding items to add for the next PHF Board meeting.</p>	<p>Vincent Wasilewski</p>
<p>10. Adjournment - Next Meeting Date, December 27, 2017</p>	<p>All</p>

Writings that are a public record under Government Code § 54957.5(a) and that relate to an agenda item for open session of a regular meeting of the PHF Governing Board and that are distributed to the majority of the members of the PHF Governing Board less than 72 hours prior to that meeting shall be available for public inspection at Santa Barbara County Clerk of the Board at 105 E. Anapamu Street, 4th Floor in Santa Barbara, and also on the Behavioral Wellness website at: www.countyofsb.org/behavioral-wellness

Further Information Regarding Meetings:

Meeting Procedures

Members of the public are encouraged to attend and testify before the meeting participants on any matter appearing on the agenda.

Correspondence to the PHF Governing Board regarding items appearing on the agenda should be directed to Karen Campos, Department of Behavioral Wellness, 315 Camino Del Remedio, Santa Barbara CA 93110.

The schedule of the PHF Governing Board, meeting agendas, supplemental hearing materials and minutes of the Board meetings are available on the Department of Behavioral Wellness website at www.countyofsb.org/behavioral-wellness

Disability Access

The location for this meeting is the Santa Barbara County Public Health Department Building located at 300 N San Antonio Rd, Santa Barbara, CA. The meeting room is wheelchair accessible. Accessible public parking is available. American Sign Language interpreters, Spanish language interpretation and sound enhancement equipment may be arranged by contacting the Clerk of the Board of Supervisors by 4:00 p.m. three days prior to the meeting date. For information about these services please contact the Clerk of the Board at (805) 568-2240.