



Psychiatric Health Facility (PHF) Governing Board Meeting
Wednesday September 26, 2018
3:00 PM – 4:00 PM
PHD Auditorium
300 N San Antonio Rd, Santa Barbara
Minutes

Staff: Alice Gleghorn, Director/PHF CEO; Susan Soderman, Quality Care Coordinator; Alesha Silva, PHF Nurse Supervisor; Laura Zeitz, PHF Hospital Administrator; Suzanne Grimesey, Chief Quality Care and Strategy Officer; Dr. Ole Behrendtsen, PHF Medical Director; Morgan Peterson, Pharmacist in Charge; Celeste Andersen, Chief of Compliance; John D. Jayasinghe, MPA Deputy Director of Business Systems; Amber Foschaar, J.D. Contracts Analyst; Lucero Garcia, AOP II and County Counsel.

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

Roll Call – 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 (excused); Polly Baldwin, Public Health Medical Director; Arlene Diaz, Manager, Public Administrator – Guardian; Supervisor Lavagnino, Santa Barbara County Board of Supervisors, Fifth District (excused); Supervisor Wolf, Santa Barbara County Board of Supervisors, 2nd District, Alternate (excused).

General Public Comment: no public comment at this meeting.

1. Welcome and Overview – Assistant CEO, Maus-Nisich welcomed everyone and asked board members and staff to introduce themselves.

- Introduction of New Staff
 - Lucero Garcia, Admin Office Professional II.
 - Marshall Ramsey, Division Chief of Information Management.

Action: No action.

2. Review and Approve Minutes of the PHF Governing Board Meeting listed below:

- August 22, 2018 (Exhibit 2a)

Action: Ms. Pell made a motion to approve meeting minutes as presented for the August 22, 2018. Chief Wasilewski seconded. No abstentions. Motion carried.

3. Medical Staff Bylaws

- No update at this meeting.

Action: No action.

4. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI) (Exhibit 4a):

- **QAPI September (Exhibit 4a) Update** - Indicators that in grey are reported to the PGB on a quarterly basis; therefore, no data is presented for the month of September.

The Social Service Discharge and aftercare monitoring for the PHF is having the clinics have a hospital discharge slot available on a weekly basis to ensure clients are able to be seen in timely manner.

Complaints and Grievances

- Ms. Soderman provided the report for the month.

Infection Prevention and Control

- No report for the quarter.

Patient Services, Care and Safety

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

Social Work Services

- Ms. Soderman provided the report for the quarter.

Restraint/Seclusion

- Ms. Soderman provided the report for the quarter.

Medication Use/Pharmacy Services

- Report – no report for the quarter.
- Medication Error Rates/Unavailability – Ms. Soderman provided the report for the month.

Significant Adverse Outcomes

- Ms. Soderman provided the report for the month.

Food and Nutritional Services

- Ms. Soderman provided the report for the quarter.

Physician and Allied Health Professionals Related Services

- **Report** – no report for the quarter.

Environmental Services (EVS)

- **Report** – no report for the quarter.

Environment of Care (Facilities)

- **No report for the quarter.**

Laboratory Services:

- **No report for the quarter**

Process Improvement Projects

- No report for the quarter.

- **PHF Status Report**

- Patient Status (UR) Report August (Exhibit 4b) - Ms. Soderman provided report on PHF Status (UR) (Exhibit 4b).

Ms. Baldwin would like the 2nd graph to be the same bar graph as the others. For the PHF % Acute and Admin Days FY 18/19 chart it was requested to change to a line graph to demonstrate results compared to the target goal.

Action: Ms. Baldwin motioned to acknowledge report was received and proposed changes were approved. Ms. Pell seconded. No objections. Motion carried.

- **Contract Monitoring**

- **Report** – no report for the quarter.

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

- Infection Control Program Update

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- Greely Contract Update – Laura reported the infection control of the PHF is under control by having less staff getting sick, trainings offered, and all products sanitized. Visiting Nurses provided infection control training to staff.

- o Possible Cottage Hospital Support – Not discussed.
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5. Staff will provide a report on the following Compliance:

- Staff Credentialing/Privileging - The PHF’s Medical Practice Committee (MPC) has reviewed the credentials of the staff members 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 (Exhibit 5a):

- o Dr. Dyani Loo, MD

Action: Ms. Diaz motioned to approve the credentialing and privileges of the candidate listed above. Dr. Dyani Loo, MD. Chief Wasilewski seconded. No objections. Motion carried.

6. Budget Development

- **HVAC update** – Ms. Pell provided an update.
- **Upcoming Tri-Annual Audit** – Ms. Soderman provided an update.
- **PHF Mutual Aid MOU FY 18 for SLO and Ventura Hillmont (exhibit 6a and 6b)** – Ms. Bilir gave an update.

Action: No action.

7. Policies and Procedures – consider new and revised polices and other items listed below:

- None at this meeting.

Action: No action.

8. PHF Governing Board Administrative Items

- Pharmacy updates – Morgan, John, Celeste, Marshall, Amber were present to provide an update on the project for establishing an inpatient pharmacy. Celeste specified the endeavors encountered with the project. Morgan detailed the different licenses that were required to establish a pharmacy. Last week the pharmacy obtained the medication dispensing Pyxis machine. Marshall added the next phase is to integrate Rx software and the prescribing site. Ms. Terri commended BeWell staff on the completion of the project.

Action: No action.

9. Review of Future Meeting Agenda Items

- MOU update

10. Adjournment – Meeting adjourned at 4:01 pm. Next Meeting Date, October 24, 2018.
