



Psychiatric Health Facility (PHF) Governing Board Meeting  
Wednesday, February 27, 2019  
3:00 PM – 4:00 PM  
PHD Auditorium  
300 N San Antonio Rd, Santa Barbara

**MEETING AGENDA**

**PHF Governing Board Members:**

Supervisor Lavagnino, Santa Barbara County Board of Supervisors, 5<sup>th</sup> District  
Das Williams, Santa Barbara County Board of Supervisors, 1st 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; Laura Zeitz, PHF Hospital Administrator; Sara Sanchez; Quality Care Coordinator; Jamie Huthsing, Quality Care Manager; Ole Behrendtsen, PHF Medical Director; Karen Campos; BeWell Administration; Yaneris Muñiz, Policy & Project Coordinator and Teresa Martinez, County Counsel.

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

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             |
|---|-----------------------|
| <b>Roll Call</b>  | <b>Karen Campos</b>   |
| <b>General Public Comment</b> 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. | <b>Public Members</b> |

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| <p><b>1. Welcome and Overview</b></p> <ul style="list-style-type: none"> <li>• Introduction of New Staff</li> </ul> <p><b>Action:</b> No action.</p>  | <p><b>Terri Maus-Nisich</b></p> <p><b>Alice Gleghorn</b></p> |
| <p><b>2. Review and Approve Minutes of the PHF Governing Board Meeting listed below:</b></p> <ul style="list-style-type: none"> <li>• February 4, 2019 (Exhibit 2a)</li> </ul> <p><b>Action:</b> Receive and Approve Meeting Minutes for the February 4, 2019 PHF Governing Board Special Meeting.</p>  | <p><b>All</b></p>  |
| <p><b>3. Medical Staff Bylaws</b></p> <ul style="list-style-type: none"> <li>• No update at this meeting.</li> </ul> <p><b>Action:</b> No action.</p>   |  |
| <p><b>4. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):</b></p> <ul style="list-style-type: none"> <li>• <b>QAPI February Update</b> (Exhibit 4a) - Indicators that are highlighted in grey are reported to the PGB on a quarterly basis, but are not scheduled to be reported in the month of February.</li> </ul> <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><b><u>Complaints and Grievances:</u></b></p> <ul style="list-style-type: none"> <li>- Report (monthly)</li> </ul> <p><b><u>Infection Prevention and Control:</u></b></p> <ul style="list-style-type: none"> <li>- Report (Quarterly: January, April, July, October)</li> </ul> | <p><b>Sara Sanchez</b></p>                                   |

**Patient Services, Care and Safety:**

- 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)

**Social Work Services:**

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

**Restraint / Seclusion:**

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

**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)

- **Process Improvement Project(s):**

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

**Sara Sanchez**

- **QAPI Indicator List**
  - Report (as needed)
    - Proposed changes to QAPI indicator list (Exhibit 4b & 4c)
  
- **PHF Status Report:**
  - Patient Status (UR) Report (monthly) (Exhibit 4d)
  
- **Contract Monitoring**
  - Report (Quarterly: Feb, May, Aug, Nov)
    - Psychiatric Services, Edwin Feliciano, MD Contract
    - Pharmacy Services, Federal Drug Contract
    - South Coast Janitorial Contract
    - Food Auditing & Monitoring, Valle Verde Contract
    - Medical staffing, Maxim HealthCare Services Contract
    - Infection Control, Andra Dillard Contract
    - Greeley Contract
    - Aramark Contract
  
- **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care (monthly)**
  - Appointment of PHF Clinical Director, Jennifer Hidrobo
  - Resignation of Infection Control Nurse, Andra Dillard
  - DHCS bi-annual preliminary audit results

Sara Sanchez

Sara Sanchez

Jennifer Hidrobo

Laura Zeitz

**Action:** Receive reports and approve changes made to the QAPI indicator list presented above.

**5. Staff will provide a report on the following Compliance:**

Ole Behrendtsen

- **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:
  - Matt Fogarty, M.D (Exhibit 5a)

**Action:** Approve credentialing of candidate listed above and approve candidate’s privileges at the PHF.

|  |                                 |
|--|---------------------------------|
| <p><b>6. Budget Development</b></p> <ul style="list-style-type: none"> <li>• None at this meeting.</li> </ul> <p><b>Action:</b> No action.</p>   |                                 |
| <p><b>7. Policies and Procedures - consider new, revised and rescinded policies and other items listed below:</b></p> <ul style="list-style-type: none"> <li>○ <b>New Policies</b></li> <li>○ Pharmacist Duties at the PHF (Exhibit 7a) <ul style="list-style-type: none"> <li>a. Att. A –PHF Inspection Report for Medication Control in Patient Care Areas</li> </ul> </li> <li>○ <b>Revised</b></li> <li>○ None at this meeting.</li> <li>○ <b>Rescinded</b></li> <li>○ None at this meeting.</li> </ul> <p><b>Action:</b> Review and approve the new, revised and rescinded Policies and Procedures presented above.</p> | <p><b>Yaneris Muñiz</b></p>     |
| <p><b>8. PHF Governing Board Administrative Items</b></p> <ul style="list-style-type: none"> <li>• None at this meeting.</li> </ul> <p><b>Action:</b> No action.</p>   |                                 |
| <p><b>9. Review of Future Meeting Agenda Items</b><br/>Provide direction to staff regarding items to add for the next PHF Governing Board meeting.</p>   | <p><b>Terri Maus-Nisich</b></p> |
| <p><b>10. Adjournment - Next Meeting Date, March 27 , 2019</b></p>   | <p><b>All</b></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, 4<sup>th</sup> Floor in Santa Barbara, and also on the Behavioral Wellness website at: [www.countyofsb.org/behavioral-wellness](http://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](http://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.