



Psychiatric Health Facility (PHF) Governing Board Meeting
Wednesday, July 24, 2019
3:00 PM – 4:00 PM
PHD Auditorium
300 N San Antonio Rd, Santa Barbara

MEETING AGENDA

PHF Governing Board Members:

Terri Maus-Nisich, Assistant CEO, Health and Human Services, Chair
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff’s Department, Vice Chair
Supervisor Das Williams, Santa Barbara County Board of Supervisors, 1st District
Supervisor Gregg Hart, Santa Barbara County Board of Supervisors, 2nd District, Alternate
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, Division Chief of Housing Placement/PHF; Sara Sanchez; Quality Care Coordinator; Jamie Huthsing, Quality Care Manager; Ole Behrendtsen, PHF Medical Director; Jennifer Hidrobo, PHF Clinical Director; Hannah Atkinson; Department Business Specialist; Karen Campos; Behavioral Wellness Administration; and Teresa Martinez, Deputy County Counsel.

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

These are regular agenda items. Staff may, or may not have updates in each category at every meeting. Important: **Items in GREY will not be discussed this month.**

AGENDA ITEM	PRESENTER
Roll Call	Karen Campos
General Public Comment 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.	Public Members

<p>1. Welcome and Overview</p> <ul style="list-style-type: none"> • Introduction of New Staff <ul style="list-style-type: none"> - Maria Arteaga, Interim Peer Empowerment Manager <p>Action: No action.</p>	<p>Terri Maus-Nisich</p> <p>Ole Behrendtsen</p>
<p>2. Review and Approval of Minutes of the PHF Governing Board Meeting listed below:</p> <ul style="list-style-type: none"> • May 22, 2019 (Exhibit 2a) <p>Action: Receive and Approve Meeting Minutes for the May 22, 2019 PHF Governing Board Meeting.</p>	<p>All</p>
<p>3. Medical Staff Bylaws. Receive and file a report, as applicable, on the Medical Staff Bylaws. Provide direction to Staff to amend or delete Bylaws as set forth below:</p> <ul style="list-style-type: none"> • No update at this meeting. <p>Action: No action.</p>	
<p>4. Quality Assessment and Performance Plan and Indicators (QAPI)</p> <p>4(a) Receive and file a report on the following Quality Assessment and Performance Plan and Indicators (QAPI). SEE EXHIBIT 4a.1 and 4a.2 POSTED WITH THE AGENDA. 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 June (Exhibit 4a.1) or July (Exhibit4a.2).</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) 	<p>Sara Sanchez</p>

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)
- Medication Error Rates (monthly)

Significant Adverse Outcomes:

- **Report** (monthly)

Food and Nutritional Services:

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

Physician and Allied Health Professionals (AHP) 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)

4(b) QAPI Indicator List. Receive and file a report on proposed changes to the QAPI Indicator List. Provide direction to Staff to amend or delete QAPI Indicators as proposed. SEE EXHIBIT 4b POSTED WITH AGENDA.

- Report (as needed)
 - o Review of Complete QAPI Indicator List of Indicators with Proposed Revisions and Renumbering (Exhibit 4b)
 - o Review of QAPI Indicator Plan

Sara Sanchez

Jamie Huthsing

4(c) PHF Status Report. Receive and file a report on the data for the number of acute and administrative days of patients at the PHF. SEE EXHIBIT 4c.1 and EXHIBIT 4c.2 POSTED WITH AGENDA.

- Patient Status (UR) Report (monthly) (June; Exhibit 4c.1 / July; Exhibit 4c.2)

4(d) Contract Monitoring: Receive and file a report, as applicable, on vendors who contract with the PHF. Provide direction to Staff as appropriate.

- Report (Quarterly: Feb, May, Aug, Nov)
 - o Psychiatric Services, Edwin Feliciano, MD Contract
 - o Pharmacy Services, Federal Drug Contract
 - o South Coast Janitorial Contract
 - o Food Auditing & Monitoring, Valle Verde Contract
 - o Medical Staffing, Maxim HealthCare Services Contract
 - o Infection Control, Andra Dillard Contract
 - o Laundry Service, Aramark Contract

4(e) Significant Areas/Key Events occurring at the PHF (monthly). Receive and file a report on the following significant areas and key events occurring at the PHF:

- Department of Health Care Services (DHCS) Audit Results & Plan of Correction Update
- A and B tag Centers for Medicare and Medicaid Services (CMS) Audit Findings, July 15-18, 2019
 - o Medical Staff Credentialing
 - o Sheriff MOU
 - o Ligature Risks
 - o Nutrition
 - o Pharmacy
 - o Infection Control
 - o Volume of QAPI Indicators
 - o Electronic Health Records (EHR) Implementation
- Vacancies
 - o 1414 filling for psych tech supervisor
 - o LCSW Health Care Coordinator (Social Services Director)
- Recruitment Update

4(f) Process Improvement Projects (PIP) Receive and file a report on the following Process Improvement Project. SEE EXHIBIT 4f POSTED WITH AGENDA.

Sara Sanchez

Jennifer Hidrobo

Jamie Huthsing

Laura Zeitz

- Report (Quarterly: Jan, Apr, Jul, Oct) – to be reported on next month.

4(g) PHF Patient Survey Receive and file a report on the following survey results.
SEE EXHIBIT 4g POSTED WITH AGENDA.

- Report (as needed) – none at this meeting

Action: Receive and file reports presented above; approve proposed changes/deletions made to the QAPI Indicator List presented above; and provide direction to Staff.

5. Receive and file a report on the following Compliance matters:

- **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:

- None at this meeting

Action: No action.

6. Budget Development. Receive and file a report on Budget Development. Provide direction to Staff as appropriate.

- None at this meeting.

Action: No action.

7. Policies and Procedures - Consider new, revised and rescinded policies and other items listed below. SEE CORRESPONDING EXHIBITS POSTED WITH THE AGENDA:

- **New Policies**
 - Peer Review Process (Exhibit 7a)
- **Revised**
 - Staff Orientation and Training for Seclusion and Restraint (Exhibit 7b)
 - TB Screening (Exhibit 7c)
 - Attachment A

Hannah Atkinson

<ul style="list-style-type: none"> • Rescinded – none at this meeting. • Other <ul style="list-style-type: none"> - Emergency Response Plan (Exhibit 7d) - Emergency Preparedness Communications Plan (Exhibit 7e) <p>Action: Approve proposed new, revised, or rescinded Policies and Procedures presented above, review and approve the Emergency Response Plan and the Emergency Preparedness Communications Plan, and provide direction to Staff regarding same.</p>	Jennifer Hidrobo
<p>8. Discuss PHF Governing Board Administrative Items. Provide direction to Staff as appropriate.</p> <ul style="list-style-type: none"> • None at this meeting. <p>Action: No action.</p>	
<p>9. Review of Future Meeting Agenda Items Provide direction to staff regarding items to add for the next PHF Governing Board meeting.</p> <p>Action: No action.</p>	Terri Maus-Nisich
<p>10. Adjournment - Next Meeting Date, August 28, 2019</p>	All

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 Administration Building, outside the Anapamu Street entrance, at 105 E. Anapamu Street, Santa Barbara, California, 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.