



Psychiatric Health Facility (PHF) Governing Board Meeting
September 16, 2019
11:00 AM – 12:00 PM
BOS Conference Room
105 E Anapamu, Santa Barbara

SPECIAL 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; Lindsay Walter, Deputy Director of Administration and Operations; Sara Sanchez; Quality Care Coordinator; Jamie Huthsing, Quality Care Manager; Ole Behrendtsen, PHF Medical Director; Jennifer Hidrobo, PHF Clinical Director; Melanie Johnson, Contracts Manager; Karen Campos; Behavioral Wellness Administration; Stacey Anderson, Quality Care Management Coordinator; Ryan Sullivan, Sheriff’s Office Custody Commander; 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 at this Special Meeting.

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	Public Members

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.

<p>1. Welcome and Overview</p> <ul style="list-style-type: none">• Introduction of County Staff present for Special Meeting<ul style="list-style-type: none">- Lindsay Walter, Deputy Director of Administration and Operations- Melanie Johnson, Contracts Manager- Ryan Sullivan, Sheriff's Office Custody Commander <p>Action: No action.</p>	<p>Terri Maus-Nisich</p> <p>Alice Gleghorn</p>
<p>2. Review and Approval of Minutes of the PHF Governing Board Meeting listed below:</p> <ul style="list-style-type: none">• August 28, 2019 (Exhibit 2a) <p>Action: Receive and Approve Meeting Minutes for the August 28, 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 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 at this meeting.</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)	<p>Sara Sanchez</p>

- Patient Injuries (monthly)
- Adverse Outcomes in Patient Care (monthly)

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 with Proposed Revisions (Exhibit 4b)

Sara Sanchez

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 POSTED WITH AGENDA.

- Patient Status (UR) Report (monthly)

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

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

4(e) Significant Areas/Key Events occurring at the PHF (monthly).

Consider recommendations regarding the presence of Santa Barbara County Sheriff's Office staff at the PHF, as follows:

- i) Receive and file a report on the Centers for Medicare and Medicaid (CMS) and California Department of Public Health Audit Reports and Plan of Correction regarding Tazers at the PHF (Tag Nos. A043, A083, A115, and A144) (Exhibit 4.e.i);
- ii) Approve and ratify the PHF Deputy Briefing Guidelines which define the roles of and guidelines for deputies who accompany inmates to the PHF (Exhibit 4.e.ii);
- iii) Provide direction to staff on topics as outlined in the proposed Exhibit A to the MOU between Behavioral Wellness and the Sheriff's Office ("Sheriff MOU") regarding the PHF (Exhibit 4.e.iii); and direct staff to negotiate with Sheriff's Office based on the PHF Governing Board's recommendations and return to the October 23, 2019 regular meeting with a draft MOU;
- iv) Provide direction to staff regarding QAPI measures for the Sheriff MOU; and
- v) Authorize the chair to execute a letter to CMS which outlines the PGB's actions taken regarding the presence of Santa Barbara County Sheriff's Office staff with Tazers at the PHF in response to Tag Nos. A043, A083, A115, and A144.

Action: Receive and file the report presented above; Approve and ratify the PHF Deputy Briefing Guidelines; Provide direction to staff on topics as outlined in Exhibit A to the Sheriff MOU and direct staff to negotiate with Sheriff's Office based on the PHF Governing Board's recommendations and return to the

Sara Sanchez

Alice Gleghorn

October 23, 2019 regular meeting with a draft MOU; Provide direction to staff regarding QAPI measures for the Sheriff MOU; and Authorize the Chair to execute a letter to CMS which outlines the PGB's actions taken regarding the presence of Santa Barbara County Sheriff's Office staff with Tazers at the PHF in response to Tag Nos. A043, A083, A115, and A144.

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

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

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

- Report (as needed)

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** – none at this meeting
- **Revised** – none at this meeting
- **Rescinded** – none at this meeting

Hannah Atkinson

<ul style="list-style-type: none"> • Other – none at this meeting <p>Action: No action.</p>	
<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, September 25, 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 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.