



Psychiatric Health Facility (PHF) Governing Board Meeting
October 14, 2019
2:00 PM – 3:00 PM
Private BOS Conference Room
105 E Anapamu Street, 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; Sara Sanchez, Quality Care Coordinator; Jamie Huthsing, Quality Care Manager; Ole Behrendtsen, PHF Medical Director; Jennifer Hidrobo, PHF Clinical Director; Melanie Johnson, Contracts Manager; Qiuana Lopez, Policy & Procedures Coordinator; Karen Campos; Behavioral Wellness Administration; Ryan Sullivan, Sheriff’s Office Custody Commander; Shawn Lammer, Sheriff’s Office Lieutenant; 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">○ Lieutenant Shawn Lammer <p>Action: No action.</p>	<p>Terri Maus-Nisich</p> <p>Alice Gleghorn</p> <p>Ryan Sullivan</p>
<p>2. Review and Approval of Minutes of the PHF Governing Board Meeting listed below:</p> <ul style="list-style-type: none">• September 16, 2019 (Exhibit 2a)• October 9, 2019 (Exhibit 2b) <p>Action: Receive and Approve Meeting Minutes for the September 16, 2019 and October 9, 2019 PHF Governing Board Special Meetings.</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).

- 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 (CMS Audit);
- Consider recommendations regarding the Second Amendment to the Memorandum of Understanding between the Department of Behavioral Wellness and the Sheriff's Office (Sheriff MOU) to approve and authorize the Chair to execute the Second Amendment to the Sheriff's MOU regarding services to inmates receiving treatment at the PHF, effective upon execution of both Departments and approval of the PHF Governing Board, and which shall continue in effect for subsequent fiscal years until terminated or amended (Exhibit 4e); and
- Authorize the Chair to execute a letter to CMS which outlines the PHF Governing Board's actions taken regarding the Sheriff MOU and/or other responses to the CMS audit, as applicable.

Action: Receive and file a report on the CMS audit; Approve and authorize the Chair to execute the Second Amendment to the Sheriff MOU regarding services to inmates receiving treatment at the PHF; Authorize the Chair to execute a letter to CMS regarding the PHF Governing Board's actions taken regarding the Sheriff MOU and/or other responses to the CMS audit; and provide direction to staff regarding same, as applicable.

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)

Sara Sanchez

**Alice Gleghorn
Laura Zeitz**

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 Policies**
 - Requests for Additional Food (Exhibit 7a)
 - Pain Management (Exhibit 7b)
 - Att. A – Wong-Baker FACES Pain Rating Scale-English and Spanish
 - Washer and Dryer Disinfection and Soiled Laundry Handling (Exhibit 7c)
- **Rescinded Policies** – none at this meeting
- **Other** – none at this meeting

Quiana Lopez

<p>Action: Review and approve amendments made to the revised Policy and Procedures presented or provide direction to Staff regarding changes to the revised Policies and Procedures presented, as applicable.</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: Direct staff to add items to the next meeting of the PHF Governing Board as discussed.</p>	<p>Terri Maus-Nisich</p>
<p>10. Adjournment - Next Meeting Date, October 23, 2019</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 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.