



Psychiatric Health Facility (PHF) Governing Board Meeting
February 26, 2020
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 Director
Janette Pell, Director of General Services
Arlene Diaz, Manager, Public Administrator – Guardian

Staff: Alice Gleghorn, PHF CEO; Ole Behrendtsen, PHF Medical Director; Sara Sanchez; Quality Care Management Coordinator; Laura Zeitz; Division Chief of Housing Placement/PHF; Jamie Huthsing, Quality Care Manager; Jennifer Hidrobo, PHF Clinical Director; Anabel Ceja-Guay, PHF Director of Social Services; Michael Tate, Human Resources Manager; Qiuana Lopez, Policy & Procedures Coordinator; Stacey Anderson, Quality Care Management Coordinator; Maria Xique, Behavioral Wellness Administration Supervisor; Janal Lopez, Behavioral Wellness AOP I; 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 Meeting.

AGENDA ITEM	PRESENTER
Roll Call	Maria Xique
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	Public Members

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.

<p>1. Welcome and Overview</p> <ul style="list-style-type: none"> • Introduction of New Staff <ul style="list-style-type: none"> - Michael Tate, Human Resources Manager - Anabel Ceja-Guay, PHF Director of Social Services <p>Action: No action.</p>	<p>Terri Maus-Nisich</p> <p>Alice Gleghorn</p> <p>Jennifer Hidrobo</p>
<p>2. Review and Approval of Minutes of the PHF Governing Board Meeting listed below:</p> <ul style="list-style-type: none"> • January 22, 2020 (Exhibit 2a) <p>Action: Receive and approve Meeting Minutes for the January 22, 2020 PGB Meeting.</p>	<p>All</p>
<p>3. Medical Staff Bylaws. Consider recommendations regarding the Bylaws of the Psychiatric Health Facility Medical Staff & Rules and Regulations (Medical Staff Bylaws) as follows:</p> <ul style="list-style-type: none"> • No report at this meeting <p>Action: No action.</p>	<p>Ole Behrendtsen</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 on 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: Jan, Apr, Jul, Oct) 	<p>Sara Sanchez</p>

Patient Services, Care and Safety:

- Report (Quarterly: Feb, May, Aug, Nov)
- Patient Injuries (monthly)

Social Work Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)
- Psychosocial Assessment Completion (Quarterly: Jan, Apr, Jul, Oct)
- Recreation Therapy Assessments (Quarterly: Jan, Apr, Jul, Oct)

Restraint / Seclusion:

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

Medication Use/Pharmacy Services:

- Report (Quarterly: Feb, May, Aug, Nov)
- Medication Error Rates (monthly)

Significant Adverse Outcomes:

- Report (monthly)

Food and Nutritional Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)
- Ice Policy (Quarterly: Jan, Apr, Jul, Oct)
- Handwashing (Quarterly: Jan, Apr, Jul, Oct)
- Request for Additional Food (Quarterly: Jan, Apr, Jul, Oct)

Physician and Allied Health Professionals (AHP) Related Services:

- Report (Quarterly: Feb, May, Aug, Nov)
- Cranial Nerve Exams (Quarterly: Jan, Apr, Jul, Oct)
- Informed Consent (Quarterly: Jan, Apr, Jul, Oct)

Environmental Services (EVS):

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

Environment of Care (Facilities):

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

Nursing Services

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

Treatment Plans

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

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 Additions, Deletions and Revisions.

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)
 - o Corrected AS non-bill type data for December 2019

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 Mary Sweeney, Psychiatric Nurse
 - o Federal Drug (Pharmaceuticals and Medical Supplies)
 - o Valle Verde Food Services
 - o Infection Preventionist, Andra Dillard
 - o Maxim Healthcare Services
 - o Southern Coast Janitorial
 - o Mission Linen Service
 - o PHF Psychiatrist, Dr. Edwin Feliciano

 - o Traditions Behavioral Health

 - o Sheriff MOU

Sara Sanchez

Stacey Anderson

Jennifer Hidrobo

Ole Behrendtsen

Laura Zeitz

Laura Zeitz

<ul style="list-style-type: none"> - PHF Electronic Health Records (EHR) Request for Proposals (RFP) Greeley Participation Update and appointment of PGB review panel member. 	<p>Laura Zeitz</p>
<p><u>4(e) Significant Areas/Key Events occurring at the PHF (monthly).</u></p> <ul style="list-style-type: none"> - Recruitment Update on PHF Hard to Fill Positions - Department of Health Care Services (DHCS) Unusual Occurrence Report (UOR) Plan of Correction (POC) Update - DHCS February Survey Update - PHF Recognition <p><u>4(f) Process Improvement Projects (PIP)</u> Receive and file a report on the following Process Improvement Project. SEE EXHIBIT 4f POSTED WITH AGENDA.</p> <ul style="list-style-type: none"> - Report (Quarterly: Mar, Jun, Sept, Dec) <p><u>4(g) PHF Patient Survey</u> Receive and file a report on the following survey results. SEE EXHIBIT 4g POSTED WITH AGENDA.</p> <ul style="list-style-type: none"> - Report (as needed) <p>Action: Receive and file reports presented above and provide direction to Staff regarding same; approve proposed changes/deletions made to the QAPI Indicator List presented above; and provide direction to staff as applicable.</p>	<p>Michael Tate</p> <p>Jennifer Hidrobo</p> <p>Jennifer Hidrobo</p> <p>Alice Gleghorn</p> <p>Shereen Khatapoush</p> <p>Shereen Khatapoush</p>
<p>5. Budget Development. Receive and file a report on Budget Development. Provide direction to Staff as appropriate.</p> <ul style="list-style-type: none"> • None at this meeting. <p>Action: No action.</p>	
<p>6. Policies and Procedures - Consider new, revised and rescinded policies and other items listed below. SEE CORRESPONDING EXHIBITS POSTED WITH THE AGENDA:</p> <ul style="list-style-type: none"> • New Policies – none at this meeting • Revised Policies – none at this meeting 	<p>Qiwana Lopez</p>

<ul style="list-style-type: none"> • Rescinded Policies – none at this meeting. • Other – none at this meeting. <p>Action: Review and approve new and revised Policy and Procedures presented or provide direction to staff regarding recommended changes to the Policies and Procedures presented, as applicable.</p>	
<p>7. Discuss PHF Governing Board Administrative Items. Provide direction to Staff as appropriate</p> <ul style="list-style-type: none"> • Presentation on LPS Conservatorship • Draft PHF Annual Report to Santa Barbara County Board of Supervisors (BOS) (Exhibit 7a) • IST Discussion/Barriers <ul style="list-style-type: none"> ○ Justice Alliance Team ○ Easy Deposits for Rent ○ Medical Benefits ○ Court Relationship and Other Considerations <p>Action: Receive reports presented above and provide direction to Staff regarding same; and direct Staff to docket the PHF Annual Report with the Board of Supervisors as presented, or provide recommended changes to the the PHF Annual Report, as applicable.</p>	<p>Arlene Diaz</p> <p>Laura Zeitz</p> <p>Laura Zeitz</p>
<p>8. 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>9. Closed Session</p> <ul style="list-style-type: none"> • Staff Credentialing/Privileging. (Government Code section 54957(b) (1).) New members to the Medical Staff • Report from Closed Session 	<p>Terri Maus-Nisich</p>

Action: Approve, reject, or continue, as applicable, the appointment and privileging of new candidate members to the PHF Medical Staff.	
10. Adjournment - Next Meeting Date, March 25, 2020	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 Maria Xique, 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 Maria Xique by 4:00 p.m. three days prior to the meeting date (24 hours prior to a Special Meeting). For information about these services please contact Maria Xique at (805) 681-5220.