



SANTA BARBARA COUNTY
DEPARTMENT OF
Behavioral Wellness
A System of Care and Recovery

Psychiatric Health Facility (PHF) Governing Board
Special Meeting
Wednesday November 30, 2016
12:00 PM – 1:00 PM
PHD Auditorium
300 North San Antonio Road, Santa Barbara
Minutes

Staff: Alice Gleghorn, PhD, PHF CEO; Leslie Lundt M.D, PHF Medical Director; Karen Campos, Office Professional Senior and **County Counsel**.

Facilitator: Takashi Wada M.D., Director of Public Health

Roll Call:

Steve Lavagnino, Santa Barbara County Board of Supervisor, Fifth District (excused)
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff's Department
Janette Pell, Assistant Director of Support Services, General Services
Terri- Maus-Nisich, Assistant CEO, Health and Human Services (excused)
Takashi Wada M.D., Director of Public Health

Alternate:

Janet Wolf, Santa Barbara County Board of Supervisor, 2nd District

General Public Comment: Dr. Lundt comments that the PHF continues to experience shortage of registered nurses.

1. Welcome and Overview

- Introduction of Staff – none.
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2. Review and Approve Minutes of the PHF Governing Board Meetings listed below:

- October 17, 2016

Action: Ms. Pell made a motion to approve meeting minutes for the October 17, 2016 PHF Governing Board Meeting. Chief Deputy Wasilewski seconded. Ms. Wolf abstained. Motion carried.

3. Staff will provide a report on the following Compliance:

- 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: Robert Irvin, M.D.
- Patient Complaints and Grievances – no discussion.
- Medical Staff By Laws – Dr. Lundt comments that the PHF just had two nurses turn in their resignation letter.
- CMS Five Part Educational Series report – Dr. Lundt reports that the Department purchased an educational five video series on “how to survive Medicare Audit” which will be very helpful for years to come.

Action: Ms. Pell made a motion to acknowledge reports were received and approve credentialing and privileges of candidates listed above. Supervisor Wolf seconded. No objections. Motion carried.

4. Staff will report on Infection Prevention and Control:

- Report – no discussion.
- Infection Control Committee meeting minutes – none for this agenda.

Action: No action.

5. Staff will report on the following Patient Services, Care and Safety:

- Seclusion and Restraints – no discussion.
- Patient Injuries – Dr. Gleghorn asked how the board would like to be notified when an issue needs to be reported to the State. The Board agreed that a notification by e-mail would do.
- Social Work Services – no discussion.
- Adverse Outcomes in Patient Care – no discussion.
- Nursing Services, Treatment Planning – no discussion.

Action: No action.

6. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):

- Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care – no discussion.
- QAPI Meeting Minutes – none for this agenda.

Action: No action.

7. Staff will report on the following Medication Use/Pharmacy Services:

- Update on current contract for pharmacy services – Dr. Lundt reports that the PHF acting Nurse Supervisor, Quality Care Management Coordinator and herself toured Hometown Pharmacy and as a result they will be making some changes at the PHF in regards to medication orders to make the process more efficient.

Action: No action.

8. Staff will report on the following Food and Nutritional Services:

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- Update on current contract for food provider – Dr. Lundt reports that the PHF food coordinator is retiring soon and will need to find a replacement.

Action: No action.

9. Staff will report on Physician and Allied Health Professionals Related Services:

- Report – no discussion.

Action: No action.

10. Staff will report on the following Environment/Facilities:

- Report – Dr. Gleghorn reports that the PHF’s Medical Practice Committee (MPC) has recommended that the PHF Governing Board accept the MPCs recommendation to remove PHF shower/alarm panic buttons.

Action: Chief Deputy Wasilewski made a motion to acknowledge report was received and approve the removal of the PHF shower/alarm panic buttons. Supervisor Wolf opposed. Motion carried.

11. Budget Development

- Report – Dr. Gleghorn informs the Board of the Department’s plans to fill some vacancies with positions that have already been approved by the Board of Supervisors as permitted.

Action: No action.

12. Policy Revisions as Needed on Existing Policies – Dr. Lundt provided the Board with an overall overview of the new policy listed below:

New

Critical Laboratory Values

Revised

None

Action: Chief Deputy Wasilewski made a motion to approve the new policy presented above. Supervisor Wolf seconded. No objections. Motion carried.

13. Review of Future Meeting Agenda Items - no discussion.

14. Adjournment

Next Meeting Date: December 28, 2016
