



Psychiatric Health Facility (PHF) Governing Board  
Wednesday, January 4, 2017  
12:00 PM – 1:00 PM  
PHD Auditorium  
300 North San Antonio Road, Santa Barbara  
**Special Meeting Agenda**

**PHF Governing Board Members:**

Supervisor Lavagnino, Santa Barbara County Board of Supervisors, Fifth District  
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  
Takashi Wada M.D., Director of Public Health

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

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

Persons desiring to address the meeting participants must 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.

Times listed for agenda items are estimates only and may change depending on item discussions. These are regular agenda items. Staff may, or may not have updates in each category at every meeting.

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**Roll Call**

**General Public Comment**

**1. Welcome and Overview**

- Introduction of Staff
- Election of Chair

**2. Review and Approve Minutes of the PHF Governing Board Special Meeting listed below:**

- November 30, 2016 (attachment 2a)

**Action:** Receive and Approve Meeting Minutes for the November 30, 2016 PHF Governing Board Special Meeting

**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: none at this meeting.
- Medical Staff Recruitment Update
- Patient Complaints and Grievances – (attachment 3a)
- Medical Staff By Laws – discussion only

**Action:** Receive report, approve credentialing of candidates and approve staff privileges.

**4. Staff will report on Infection Prevention and Control:**

- Report
- Infection Control Committee Meeting Minutes – (attachment 6a)

**Action:** Receive report and Infection Control Committee Meeting Minutes.

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

- Seclusion and Restraints
- Patient Injuries
- Social Work Services
- Adverse Outcomes in Patient Care
- Nursing Services, Treatment Planning

**Action:** Receive report.

**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
- QAPI Meeting Minutes Report
- PHF MPC Minutes – (attachment 6a)
- PHF PIP (Process Improvement Project) Update

**Action:** Receive report and QAPI Meeting Minutes Report

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

- Update on current contract for pharmacy services – no update at this meeting
- Med Error Rate as result of Med Unavailability
- Med Error Rate/Adverse Drug Reactions/Polypharmacy/timeliness of med availability

**Action:** Receive report.

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

- Update on current contract for food provider

**Action:** Receive report.

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

- Report

**Action:** Receive report.

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

- Report
  - Contract Providers
  - Identification of Needs
- General Facilities Update

**Action:** Receive report.

**11. Budget Development**

- Report – discussion only

**Action:** No action.

**12. Policy Revisions as Needed on Existing Policies**

Consider new policies and revisions to the policies and other items listed below:

**New**

- Care of Suicidal Patient (attachment A)
- Visitors (attachment B)
- Outside Food (attachment C)
- Patient Elopement (attachment D)
- Off – unit Therapeutic Passes (attachment E)
- Medication Administration (attachment F)
- On-Call Administrator (attachment G)

**Revised**

- Access to Medication Storage Areas (attachment H)
- Unusual Occurrence Reporting (attachment I)
- Informed Consent for Psychiatric Medications (attachment J)
- Social Services Documentation Standards (attachment K)

**Action:** Approval of new and revised policies or other items presented.

**13. Review of Future Meeting Agenda Items**

Provide direction to Staff regarding items to add for the next PHF Board meeting.

## 14. Adjournment

Next Meeting Date: January 25, 2017

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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 Clerk of the Board at 105 E. Anapamu Street, 4<sup>th</sup> Floor in Santa Barbara, and also on the Behavioral Wellness website at: [www.countyofsb.org/behavioral-wellness](http://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](http://www.countyofsb.org/behavioral-wellness)

#### Disability Access

The location for this meeting is the Santa Barbara Public Health Department Auditorium located at 300 North 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.

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