



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

Psychiatric Health Facility (PHF) Governing Board  
Wednesday February 22, 2017  
3:00 PM – 4:00 PM  
PHD Auditorium  
300 North San Antonio Road, Santa Barbara  
**MINUTES**

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**Staff:** Alice Gleghorn, PhD, PHF CEO; Ole Behrendtsen, MD, Interim PHF Medical Director; Deana Huddleston, Quality Care Management Manager; Yaneriz Muniz, Policy and Project Development Coordinator; Karen Campos, Administration, Office Professional Senior; Polly Baldwin, Public Health Department Medical Director; Aylin Bilir, Deputy County Counsel.

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

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**Roll Call – Supervisor Lavagnino**, Santa Barbara County Board of Supervisors, Fifth District; **Terri Maus-Nisich**, Assistant CEO, Health and Human Services; **Janette Pell**, Director of General Services; **Carrie Topliffe**, Director of Public Health Department .

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**Excused:** Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff's Department.

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**General Public Comment:** none at this meeting.

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**1. Welcome and Overview**

- **Introduction of Staff** – no new staff at this meeting.

**Action:** No action.

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**2. Review and Approve Minutes**

- **November 30, 2016** (exhibit 2a) - no quorum to approve at this meeting, item to be added to next meeting agenda.
- **January 13, 2017** (exhibit 2b) – no quorum to approve at this meeting, item to be added to next meeting agenda.
- **January 25, 2017** (exhibit 2c) - no revisions.

**Action:** Supervisor Lavagnino made a motion to approve the January 25, 2017 PHF Governing Board meeting minutes as presented. Ms. Topliffe seconded. No objections. Motion carried.

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

- **Staff Credentialing/Privileging** (late handout distributed) – Dr. Behrendtsen reports that the PHF’s Medical Practice Committee (MPC) has reviewed the credentialing of the staff members identified below, and recommend that the PHF Governing Board accept the MPC’s recommendation to credential and approve Carl Taswell, MD privileges at the PHF.
- **Patient Complaints and Grievances** – Ms. Huddleston provided the report for the month.
- **Medical Staff Bylaws (exhibit 3a)**
  - Dr. Gleghorn presents the most recent updates in the PHF Organizational Chart which highlight Dr. Behrendtsen as Interim PHF Medical Director and Laura Zeitz as Out of County Placement Supervisor.

Dr. Gleghorn reports that the State will be notified of the highlighted changes in the PHF Organizational Chart once approved by this Board

- **PHF Staffing** –Following discussion, Ms. Maus-Nisich directed staff to review medical staff bylaws related to PHF MPC Chair role. If need be, the Medical Staff bylaws will be brought to this Body for discussion.

**Action:** Ms. Topliffe made a motion to acknowledge that the report was received; to approve the PHF Organizational Chart in the Medical Staff Bylaws as presented; and to approve credentialing and privileges of Dr. Taswell at the PHF. Ms. Pell seconded. No objections. Motion carried.

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

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

**Action:** No action.

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

- **Patient Injuries** - Ms. Huddleston provided the report for the month.
- **Adverse Outcomes in Patient Care** - Ms. Huddleston provided the report for the month.
- **Seclusion and Restraints** - no report available; staff directed to return at next meeting with January data.
- **Social Work Services** - no report (quarterly reporting).
- **Nursing Services, Treatment Planning** - no report (quarterly reporting).

**Action:** Ms. Topliffe made a motion to acknowledge the report was received related to Patient Injuries and Adverse Outcomes in Patient Care. Supervisor Lavagnino seconded. No objections. Motion carried.

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

- **QAPI Monthly Update (exhibit 6a)** – Ms. Huddleston presented handout and provided reports.
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- **Significant Areas/Key Events, such as patient care occurring at the PHF** – no events to report.

**Action:** Ms. Pell made a motion to acknowledge that the report was received. Ms. Topliffe seconded. No objections. Motion carried.

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

- **Medication Error Rate/ Adverse Drug Reactions/ Polypharmacy/Timeliness of Medication Availability** - Ms. Huddleston provided report for the month.
- **Medication Error as result of medication Unavailability** - Ms. Huddleston provided report for the month.
- **Update on Current contract for pharmacy services** – no discussion (quarterly reporting).

**Action:** Ms. Pell made a motion to acknowledge the report was received. Ms. Topliffe seconded. No objections. Motion carried.

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

- **Update on current contract for food provider**– no discussion (quarterly reporting).

**Action:** No action.

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

- Ms. Huddleston reports that Dr. Taswell was accepted by PHF MPC to be credentialed and privileged at the PHF.

**Action:** Supervisor Lavagnino made a motion to acknowledge that the report was received. Ms. Topliffe seconded. No objections. Motion carried.

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

- **Environmental Services (EVS) Report** (quarterly) – no discussion.
- **Environment of Care (Facilities) Report** (quarterly) – Ms. Huddleston reports that the ligature risk PIP identified in the plan of correction has been successfully completed.

**Action:** Supervisor Lavagnino made a motion to acknowledge that the report was received. Ms. Topliffe seconded. No objections. Motion carried.

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**11. Budget Development**

- **Report** – Dr. Gleghorn reports that the budget previously presented to this Board includes the bathroom repair which is part of ligature risk PIP efforts to modernize and make easy to use.
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Ms. Maus-Nisich directed staff that the budget presented to the Board of Supervisors, including bathroom and HVAC system renovations, be broken down clearly stating what items are for health and safety and what items are for modernization purposes.

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**Action:** No action.

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## 12. Policy Revisions as Needed on Existing Policies

### New

- None presented at this meeting.

### Revised

- **Patient Elopement** (exhibit 12a) – Ms. Muñiz highlights the updates made to the policy as required by the State. The following amendment requested by the board to section 7.3.1:

7.3.1 *When possible, Law Enforcement personnel will **transport the patient** to the emergency room (ER) to receive medical clearance before the patient will be allowed back at the PHF.*

7.3.2 *If Law Enforcement cannot transport, and in all other instances, PHF staff will transport the patient to the ER to receive medical clearance before the patient will be allowed back at the PHF.*

**Action:** Ms. Topliffe made a motion to approve the policy and procedure listed above with direction to staff to amend section 7.3.1 and 7.3.2 as noted above. Supervisor Lavagnino seconded. No objections. Motion carried.

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## 13. Review Future Meeting Agenda Items

- Direction to staff to return with January Seclusion and restraints data (see section 5)
  - Direction to staff related to Budget Development format (see section 11)
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## 14. Adjournment

Next meeting, March 22' 2017

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