



Psychiatric Health Facility (PHF) Governing Board Special Meeting
Wednesday June 27, 2018
3:00 PM – 4:00 PM
PHD Conference Room C101/102
300 N San Antonio Rd, Santa Barbara

AGENDA

PHF Governing Board Members:

Supervisor Lavagnino, Santa Barbara County Board of Supervisors, 5th District
Supervisor Wolf, Santa Barbara County Board of Supervisors, 2nd District, Alternate
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff’s Department
Terri Maus-Nisich, Assistant CEO, Health and Human Services
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, PHF Hospital Administrator; Alesha Silva; Nurse Supervisor; Jamie Huthsing, Interim Quality Care Manager; Ole Behrendtsen, PHF Medical Director; Dalila Brown, Administration; Yaneris Muniz, Project and Policy Coordinator; Hannah Atkinson, Department Business Specialist and County Counsel.

Facilitator: Terri Maus-Nisich, Assistant CEO, Health and Human Services, PHF GB Chair

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 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.

These are regular agenda items. Staff may, or may not have updates in each category at every meeting.
Important: GREY = Quarterly Update – no report due this month.

AGENDA ITEM	PRESENTER
Roll Call	Dalila Brown
General Public Comment	Public
1. Welcome and Overview <ul style="list-style-type: none"> • Introduction of New Staff <ul style="list-style-type: none"> - Andra Dillard, Infection Control Specialist • Update on Patient Satisfaction Survey <ul style="list-style-type: none"> - History of the PHF previously offered patients an optional satisfaction survey through Press Ganey (paper) 55 item questionnaire with an envelope was given to patients at discharge. Only 12% of all surveys were returned. 	Terri Maus-Nisich Laura Zeitz Laura Zeitz

<ul style="list-style-type: none"> - Current: With the assistance of QCM, the PHF created a Survey Monkey of 11 questions (Likert Scale, with additional 6 questions regarding basic demographics) that will be offered for patients to complete online while they are going through discharge process. Questions are tailored to feedback we feel can directly support the PHF in identifying our areas of strengths and growth in our patient care. All survey questions are optional to answer. If patient declines to complete any of the survey, staff will electronically submit a blank survey allowing for us to have that information as well (how many patients just don't want to complete survey). <p>Action: No action.</p>	
<p>2. Review and Approve Minutes of the PHF Governing Board Meeting listed below:</p> <ul style="list-style-type: none"> • March 28, 2018 – (Exhibit 2a) and May 23, 2018-(Exhibit 2b) <p>Action: Receive and Approve Meeting Minutes listed above.</p>	<p>All</p>
<p>3. Medical Staff Bylaws</p> <ul style="list-style-type: none"> • No update at this meeting. <p>Action: No action.</p>	
<p>4. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):</p> <ul style="list-style-type: none"> • QAPI June (Exhibit 4a) Update- Indicators that are highlighted in grey are reported to the PGB on a quarterly basis; therefore, no data is presented for the month of June. <p>Over a few years, the PHF has worked to decrease the hours of restraint usage and the number of seclusion episodes. In FY16/17, the utilization rate has been very low, less than 1% per month for both seclusion and restraints. At this point, the PHF monitors monthly utilization to ensure that the rates do not increase.</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) - Patient Injuries (monthly) - Adverse Outcomes in Patient Care (monthly) - Suicide Management, Treatment Planning, Consents, Nursing Services (Quarterly: Feb, May, Aug, Nov) <p><u>Social Work Services:</u></p> <ul style="list-style-type: none"> - Report (Quarterly: Mar, Jun, Sept, Dec) <p><u>Restraint / Seclusion:</u></p> <ul style="list-style-type: none"> - Report (Quarterly: Mar, Jun, Sept, Dec) 	<p>Jamie Huthsing</p>

Medication Use/Pharmacy Services:

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

Significant Adverse Outcomes:

- **Report** (monthly)

Food and Nutritional Services:

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

Physician and Allied Health Professionals 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)

Laboratory Services:

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

• **Process Improvement Project(s):**

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

• **PHF Status Report:**

- Patient Status (UR) Report April (monthly) (Exhibit 4b), May (monthly) (Exhibit 4c), and June (monthly) (Exhibit 4d)

• **Contract Monitoring – contract to match monitoring**

- Report (Quarterly: Feb, May, Aug, Nov)
 - o Edwin Feliciano, MD Contract
 - o Hometown Pharmacy Contract
 - o Southern Coast Janitorial Contract
 - o Valle Verde Contract
 - o Maxim HealthCare Services Contract
 - o Greeley Contract

• **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care** (monthly)

- Recruitment Update
- Infection Control Update:
 - o Infection Control Specialist Contract Update

Action: Receive report.

Jamie Huthsing

Laura Zeitz

Laura Zeitz

<p>5. Staff will provide a report on the following Compliance:</p> <ul style="list-style-type: none"> • Staff Credentialing/Privileging <ul style="list-style-type: none"> ○ None at this meeting <p>Action: No action.</p>	
<p>6. Budget Development</p> <ul style="list-style-type: none"> ○ None at this meeting <p>Action: No action.</p>	
<p>7. Policies and Procedures - consider new and revised policies and other items listed below</p> <ul style="list-style-type: none"> • New Policies <ul style="list-style-type: none"> - Employee Health Program and Infection Control <p>Action: Review and approve the new and revised Policies and Procedures presented above.</p>	Hannah Atkinson
<p>8. PHF Governing Board Administrative Items</p> <ul style="list-style-type: none"> • Court Orders Discussion <ul style="list-style-type: none"> - Practice of Court judges ordering individuals to the PHF that do not meet admission criteria. Discussion only. <p>Action: No action.</p>	Alice Gleghorn
<p>9. Review of Future Meeting Agenda Items Provide direction to staff regarding items to add for the next PHF Governing Board meeting.</p>	Terri Maus-Nisich
<p>10. Adjournment - Next Meeting Date, July 25, 2018</p>	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 Clerk of the Board at 105 E. Anapamu Street, 4th Floor in Santa Barbara, 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 Dalila Brown, 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.