



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

Psychiatric Health Facility (PHF) Governing Board Meeting
July 22, 2020
3:00 PM – 4:00 PM
Remote Virtual Participation Only
<https://sbcbswell.zoom.us/j/95921678458?pwd=UFJPUTc1M1IDS1c2a2ZEOVladUEzQT09>
Meeting ID 959 2167 8458
Password 716182

MEETING MINUTES

Staff: **Alice Gleghorn**, Director; **Ole Behrendtsen**, PHF Medical Director; **Laura Zeitz**, Division Chief of Housing Placement/PHF; **Jennifer Hidrobo**, PHF Clinical Director; **Jamie Huthsing**, Quality Care Management Manager; **Sara Sanchez**, Quality Care Management Coordinator; **Stacey Anderson**, Quality Care Management Coordinator; **Marshall Ramsey**, Division Chief, Information Technology; **Karen Campos**, Administration OPS; **Teresa Martinez**, Deputy County Counsel.

Facilitator: **Terri Maus-Nisich**, Assistant CEO, Health and Human Services (Chair).

Call to Order: Chair Maus-Nisich called the meeting to order at 3:03 p.m.

Roll Call:

Present

Terri Maus-Nisich, Assistant CEO, Health and Human Services (Chair)

Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff's Department (Vice Chair)

Excused

Supervisor Williams, Santa Barbara County Board of Supervisors, First District

Van Do-Reynoso, Director of Public Health

Supervisor Hart, Santa Barbara County Board of Supervisors, Second District, Alternate

Janette Pell, Director of General Services

Polly Baldwin, Public Health Medical Director

Arlene Diaz, Manager, Public Administrator –
Guardian

General Public Comment: No comment at this meeting.

1. Welcome and Overview: Chair Maus-Nisich welcomed everyone.

- **Introduction of New Staff** – none at this meeting.

Action: No action.

2. Review and Approve Minutes of the PHF Governing Board (PGB) Meeting listed below:

- June 24, 2020 (Exhibit 2a)

Action: Ms. Pell made a motion to approve the June 24, 2020 PGB Meeting minutes as presented. Ms. Diaz seconded. No objections. Chief Wasilewski abstained. Motion carried.

3. Medical Staff Bylaws. Consider recommendations regarding the Bylaws of the Psychiatric Health Facility Medical Staff & Rules and Regulations (Medical Staff Bylaws) as follows:

- No report at this meeting

Action: No action.

4. Quality Assessment and Performance Plan and Indicators (QAPI)

4(a) Receive and file a report on the following Quality Assessment and Performance Plan and Indicators (QAPI). SEE EXHIBIT 4.a POSTED WITH THE AGENDA. Indicators that are highlighted in grey are reported to the PGB on a quarterly basis, but were not reported on at this meeting.

Complaints and Grievances:

- Report (monthly) - Ms. Sanchez provided the report for the month of July 2020.

Infection Prevention and Control:

- Report (Quarterly: Jan, Apr, Jul, Oct) – Ms. Sanchez provided the report for quarter ending June 30, 2020.

Patient Services, Care and Safety:

- Report (Quarterly: Feb, May, Aug, Nov)
- Patient Injuries (monthly) – Ms. Sanchez provided the report for the month of July 2020.

Social Work Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)
- Psychosocial Assessment Completion (Quarterly: Jan, Apr, Jul, Oct) – Ms. Sanchez provided the report for quarter ending June 30, 2020.
- Recreation Therapy Assessments (Quarterly: Jan, Apr, Jul, Oct) – Ms. Sanchez provided the report for quarter ending June 30, 2020.

Restraint / Seclusion:

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

Medication Use/Pharmacy Services:

- Report (Quarterly: Feb, May, Aug, Nov)
- Medication Error Rates (monthly) – Ms. Sanchez provided the report for the month of July 2020.

Significant Adverse Outcomes:

- Report (monthly) - Ms. Sanchez provided the report for the month of July 2020.

Food and Nutritional Services:

- Report (Quarterly: Mar, Jun, Sept, Dec)
- Ice Policy (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.
- Handwashing (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.
- Request for Additional Food (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.

Physician and Allied Health Professionals (AHP) Related Services:

- Report (Quarterly: Feb, May, Aug, Nov)
- Cranial Nerve Exams (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.
- Informed Consent (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.

Environmental Services (EVS):

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.

Environment of Care (Facilities):

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

Nursing Services

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.

Treatment Plans

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending June 30, 2020.

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)

- 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) - Ms. Anderson provided the report for the month of July 2020.

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
- PHF Electronic Health Records (EHR) Request for Proposals (RFP) Greeley Participation Update – Mr. Ramsey reported the EHR RFP is going through its final internal review after receiving comments from Greeley, at the recommendation of the PGB, and that the RFP will be released soon with a target response date for vendors for end of August 2020. t

4(e) Significant Areas/Key Events occurring at the PHF (monthly)

- COVID 19 Update - A deputy who was accompanying an inmate on the PHF unit tested positive for COVID-19. His presence at the PHF was ruled a non-exposure event by the Infection Preventionist.
- Extended Length of Stay Update – Unfilled, open positions in Behavioral Wellness may negatively affect lengths of stay at the PHF. The opening of the Champion Healing Center may positively affect the lengths of stay at the PHF.
- PHF Director of Social Services Update – Bonnie Zant has accepted to fill in the position of PHF Director of Social Services in an interim basis as of July 13, 2020.

4(f) Process Improvement Projects (PIP) Receive and file a report on the following Process Improvement Project. SEE EXHIBIT 4f POSTED WITH AGENDA.

- Report (Quarterly: Mar, Jun, Sept, Dec) - no report at this meeting.

4(g) PHF Patient Survey Receive and file a report on the following survey results. SEE EXHIBIT 4g POSTED WITH AGENDA.

- Report (as needed)

4(h) PHF Medical Care Evaluation Study Receive and file a report on the following study results. SEE EXHIBIT 4h POSTED WITH AGENDA.

- Report (as needed)

Action: Ms. Pell made a motion to receive and file the reports presented above. Chief Wasilewski seconded. No objections. No abstentions. Motion carried.

5. Budget Development. Receive and file a report on Budget Development. Provide direction to Staff as appropriate.

- None at this meeting.

Action: No action.

6. Policies and Procedures – Consider new, revised and rescinded policies and other items listed below.

- New Policies
 - Medication Administration for Patients Enrolled in Opioid Treatment Programs – tabled to a future meeting.
- Revised Policies – none at this meeting
- Rescinded Policies – none at this meeting.
- Other – none at this meeting.

Action: No action.

7. Discuss PHF Governing Board Administrative Items. Provide direction to Staff as appropriate.

- Update on agreement with Sheriff regarding deputy breaks – Dr. Gleghorn reported that there has been a recent change in procedure -- sheriff deputies will now step out of the PHF unit to take their lunch/breaks, and they will be covered by another sheriff deputy.

Action: Ms. Pell made a motion to receive and file the update. Ms. Diaz seconded. Ms. Pell seconded. No objections. No abstentions. Motion carried.

8. Review of Future Meeting Agenda Items: Provide direction to Staff regarding items to add for the next PHF Governing Board meeting:

- Medication Administration for Patients Enrolled in Opioid Treatment Programs Policy
- Annual Review of Privileged and Credentialing Medical Practice Staff

Action: Ms. Pell made a motion to direct staff to add items above to the next meeting of the PHF Governing Board as discussed. Ms. Diaz seconded. No objections. No abstentions. Motion carried.

9. Closed Session: The meeting was recessed to Closed Session.

- **Staff Credentialing/Privileging.** (Government Code section 54957(b)(1).)
- New members to the Medical Staff
- **Report from Closed Session**

Action: No action.

10. Adjournment – Meeting adjourned at 3:50 p.m. Next Meeting Date, August 26, 2020
