



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

**Psychiatric Health Facility (PHF) Governing Board Meeting**

May 26, 2021

3:00 PM – 4:30 PM

Remote Virtual Participation Only

<https://sbcbswell.zoom.us/j/97333720739?pwd=VmhUU0FlZWpZZIY0dGIOWGJ6dz09>

Meeting ID 973 3372 0739

Password 98755777

**MEETING MINUTES**

---

**Staff:** Pam Fisher, Assistant Director of Clinical Operations; Ole Behrendtsen, PHF Medical Director; Laura Zeitz, Division Chief of Housing Placement/PHF; Sara Sanchez, Quality Care Management Coordinator; Jennifer Hidrobo, PHF Clinical Director; Karen Campos, Behavioral Wellness Administration OPS; and 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 3:04 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 Nelson**, Santa Barbara County Board of Supervisors, Fourth District

**Janette Pell**, Director of General Services

---

**Supervisor Joan Hartman**, Santa Barbara County  
Board of Supervisor, 3<sup>rd</sup> District, Alternate

**Van Do-Reynoso**, Director of Public Health

**Arlene Diaz**, Manager, Public Administrator  
Guardian

**Polly Baldwin**, Public Health Medical Director

---

**General Public Comment:** No general public comment at this meeting.

---

---

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

- Pam Fisher, Assistant Director of Clinical Operations was welcomed.

**Action:** No action.

---

---

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

- May 13, 2021 (Exhibit 2a)

**Action:** Ms. Do-Reynoso made a motion to approve the March 13, 2021 PGB meeting minutes as presented. Supervisor Hartman seconded. No abstentions. No objections. 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 4a POSTED WITH THE AGENDA. Indicators that are highlighted in grey are reported to the PGB on a quarterly basis, but were not scheduled to be reported on at this meeting.

##### **Complaints and Grievances:**

- Report (monthly) - Ms. Sanchez provided the report for the month of April 2021.

##### **Infection Prevention and Control:**

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

##### **Patient Services, Care and Safety:**

- Report (Quarterly: Feb, May, Aug, Nov) – Ms. Sanchez provided the report for quarter ending March 31, 2021.
- Patient Injuries (monthly) - Ms. Sanchez provided the report for the month of April 2021.
- Incident Reports (monthly) - Ms. Sanchez provided the report for the month of April 2021.

##### **Social Work Services:**

- Report (Quarterly: Mar, Jun, Sept, Dec)
- Psychosocial Assessment Completion (Quarterly: Jan, Apr, Jul, Oct)
- Recreation Therapy Assessments (Quarterly: Jan, Apr, Jul, Oct)

##### **Restraint / Seclusion:**

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

##### **Medication Use/Pharmacy Services:**

- Report (Quarterly: Feb, May, Aug, Nov) - Ms. Sanchez provided the report for quarter ending March 31, 2021.
- Medication Error Rates (monthly) - Ms. Sanchez provided the report for the month of April 2021.

##### **Significant Adverse Outcomes:**

- Report (monthly) - Ms. Sanchez provided the report for the month of April 2021.

##### **Food and Nutritional Services:**

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

- Ice Policy (Quarterly: Jan, Apr, Jul, Oct)
- Handwashing (Quarterly: Jan, Apr, Jul, Oct)
- Request for Additional Food (Quarterly: Jan, Apr, Jul, Oct)

**Physician and Allied Health Professionals (AHP) Related Services:**

- Report (Quarterly: Feb, May, Aug, Nov) - Ms. Sanchez provided the report for quarter ending March 31, 2021.
- Cranial Nerve Exams (Quarterly: Jan, Apr, Jul, Oct)
- Informed Consent (Quarterly: Jan, Apr, Jul, Oct)

**Environmental Services (EVS):**

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

**Environment of Care (Facilities):**

- Report (Quarterly: Feb, May, Aug, Nov) - Ms. Sanchez provided the report for quarter ending March 31, 2021.

**Nursing Services**

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

**Treatment Plans**

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

**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.

- Report (as needed)

**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. Sanchez provided the report for the month of April 2021.

**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)** – Ms. Hidrobo provided the report for quarter ending March 31, 2021. She reported no concerns with any of the vendors listed below.
  - Mary Sweeney, Psychiatric Nurse
  - Federal Drug (Pharmaceuticals and Medical Supplies)
  - Valle Verde Food Services
  - Maxim Healthcare Services
  - Southern Coast Janitorial
  - Mission Linen Service
  - PHF Psychiatrist, Dr. Edwin Feliciano
  
  - Sheriff MOU – Ms. Zeitz reported no concerns with the MOU. Ms. Martinez shared that billing and transportation are pending Sheriff Office review. Staff will follow up with the Sheriff's office on status.
  
  - Traditions Behavioral Health – Dr. Behrendtsen reported no concerns.
  
  - PHF Electronic Health Records (EHR) Request for Proposals (RFP) – no update at this meeting.

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

- COVID 19 Related Impacts on PHF - Ms. Hidrobo provided an update on the COVID 19 related impacts on the PHF. The Infection Preventionist is assessing if the PHF can discontinue the current twice daily disinfection protocol due to the decrease in community transmission rates.
- COVID 19 Testing and Vaccines - Ms. Hidrobo provided an update on the PHF's current COVID-19 testing protocol and overview of COVID -19 vaccines received by staff. Fully vaccinated staff increased to 84.8%.

Staffing Updates - Ms. Hidrobo reported that they are still in the process of writing the Flex Form to be submitted to the Department of Health Care Services (DHCS) requesting flexibility with social work staff requirements and flexibility around weekend group recreation therapy programming. Staff reported on the possibility to utilize travelling nurses longer term to fill staffing shortages. Staff is working with County Human Resources on challenges to recruitment for PHF positions and will coordinate with the CEO's Office as well.

Ms. Do-Reynoso shared that Public Health Department is considering contracting with a recruiter for several positions and suggested that Behavioral Wellness participate in a search for PHF staff.

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

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

**4(g) PHF Patient Survey** Receive and file a report on the following survey results and approve proposed changes/deletions made to the PHF Patient Survey. SEE EXHIBIT 4g.1 and 4g.2 POSTED WITH THE AGENDA.

- Report (as needed)

**Action:** Ms. Diaz made a motion to receive and file the reports presented above. Ms. Baldwin 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**

- **New Policies** – none at this 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.**

**Action:** No action.

---

---

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

- No agenda items added.

**Action:** No action.

---

---

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

- **Appointment of Acting PHF Chief Executive Officer (CEO)** – effective June 14, 2021 – (Government Code section 54957(b)(1).) The PHF Governing Board shall appoint the Chief Executive Officer who is responsible for managing the PHF.
- **Staff Credentialing/Privileging** (Government Code section 54957(b)(1).) The PHF’s Medical Practice Committee (MPC) has reviewed the credentials of the prospective staff member identified below, and recommends that the PHF Governing Board accept the MPC’s recommendation to re-credential and approve the medical staff’s privileges at the PHF as follows:

**Six Month Review:**

- Psychiatrist

- **Report from Closed Session:** In Closed Session, the PGB considered two matters: 1) The appointment of Acting PHF CEO, effective June 14, 2021 and 2) Staff credentialing and privileging of psychiatrist member of the Medical Staff.

**Action:** After discussion, Ms. Baldwin made a motion to accept the recommendation to appoint Pam Fisher, PsyD, effective June 14, 2021 as the Acting PHF CEO and accept the PHF Medical Director’s evaluation of the medical staff member’s character, demonstrated professional competence, qualifications, and ethical standards. The PGB accepted the MPC’s recommendation to re-credential and re-appraise the following medical staff’s privileges at the PHF: Psychiatrist, Dr. Brian Penny. The PGB provided direction to staff to re-appraise and re-credential medical staff member listed above for MPC and PGB approval within 1 year of the May 26, 2021 meeting of the PGB. Ms. Do-Reynoso seconded. No abstentions. No oppositions. Motion carried.

---

---

**10. Adjournment** – Meeting adjourned at 3:57 p.m. Next Meeting Date, June 23, 2021.

---