



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

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

August 25, 2021

3:00 PM – 4:30 PM

Remote Virtual Participation Only

<https://sbcbswell.zoom.us/j/97333720739?pwd=VmhUU0FlZWpZLlY0dGIOWGJ6dz09>

Meeting ID 973 3372 0739

Password 98755777

**MEETING MINUTES**

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**Staff:** Pam Fisher, Acting Director; Ole Behrendtsen, Medical Director; Laura Zeitz, Division Chief of Housing Placement/PHF; Sara Sanchez, Quality Care Management Coordinator; Jamie Huthsing, Quality Care Management Manager; Jennifer Hidrobo, PHF Clinical Director; Shereen Khatapoush, Research & Evaluation; Karen Campos, Behavioral Wellness Administration OPS; Patricia Gonzalez, Quality Measurement & Improvement Manager; Lindsay Walter, CEO's Principal Management Analyst; and Teresa Martinez, Deputy County Counsel.

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**Facilitators:** Vincent Wasilewski, Chief Deputy for Custody Operations (Vice Chair) & Terri Maus-Nisich, Assistant CEO, Health and Human Services (Chair)

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**Call to Order:** Vice Chair Wasilewski called the meeting to order at 3:03 p.m.

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**Roll Call:**

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**Present**

**Terri Maus-Nisich**, Assistant CEO, Health and Human Services (Chair) (arrived during Item 4)

**Van Do-Reynoso**, Director of Public Health (arrived during Item 4)

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

**Polly Baldwin**, Public Health Medical Director

**Janette Pell**, Director of General Services

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

**Excused**

**Supervisor Nelson**, Santa Barbara County Board of Supervisors, Fourth District

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

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**1. Welcome and Overview:** Chief Wasilewski welcomed everyone in attendance.

**Action:** No action.

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

- July 28, 2021 (Exhibit 2a)

**Action:** Ms. Pell made a motion to approve the July 28, 2021 PGB meeting minutes as presented. Ms. Diaz seconded. No abstentions. No objections. Motion carried.

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**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.

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#### 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 July 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 June 30, 2021.
- Patient Injuries (monthly) - Ms. Sanchez provided the report for the month of July 2021.
- Incident Reports (monthly) - Ms. Sanchez provided the report for the month of July 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 June 30, 2021.
- Medication Error Rates (monthly) - Ms. Sanchez provided the report for the month of July 2021.

##### Significant Adverse Outcomes:

- Report (monthly) - Ms. Sanchez provided the report for the month of July 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 June 30, 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 June 30, 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.

- Patient Status (UR) Report (monthly) SEE EXHIBIT 4c POSTED WITH AGENDA - Ms. Sanchez provided the report for the month of July 2021.
- Champion Healing Center Bed Utilization – Ms. Sanchez provided a report on initial statistics regarding the Champion Healing Center’s bed utilization.

The PGB directed staff to report on the following going forward: the amount of time a PHF patient is on acute status until the patient is discharged to the Champion Healing Center and the amount of time a PHF patient is on administrative status when the patient has been referred for a Temporary Conservatorship (T-Con).

**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 June 30, 2021. She reported there are 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 provided the report for quarter ending June 30, 2021. Chief Wasilewski agreed to follow up with Sheriff Office staff on status.
  
  - Traditions Behavioral Health (TBH) – Dr. Behrendtsen provided the report for quarter ending June 30, 2021. He reported no concerns with TBH. He is looking at using TBH to fill weekend psychiatrist coverage starting in October 2021. The Board discussed alternative options for weekend coverage and directed staff to bring this item back to the PGB for further discussion.
- PHF Electronic Health Records (EHR) Request for Proposals (RFP)

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

- COVID 19 Related Impacts on PHF – Ms. Hidrobo reported that the California Department of Public Health's (CDPH) AFL 21-31; *Visitor Limitation Guidance at General Acute Care Hospital's* (HACHs) includes Acute Psychiatric Hospitals; the PHF is in full compliance with strict guidelines on vaccination tracking. PHF staff submitted a draft COVID-19 Vaccination Declination form for review and approval by County Human Resources, Risk Management, and County Counsel.
  
- COVID 19 Testing and Vaccines – Ms. Hidrobo reported that 88% of PHF staff are fully vaccinated.
  
- Staffing Updates (Exhibit 4e) – Ms. Zeitz presented a PowerPoint on the current PHF staffing and budget vs. an optimal mandated staffing pattern. SEE EXHIBIT 4f POSTED WITH AGENDA. Ms. Zeitz reported that Behavioral Wellness and County Human Resources are collaborating to bring an item to the Board of Supervisors to recouple Psychiatric Nurse extra help pay with negotiated Civil

Services rates for same once established. The PGB directed staff to return with updates as they become available.

**4(f) 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 4f POSTED WITH THE AGENDA.

- Report (as needed) – Ms. Khatapoush provided the report for quarter ending June 30, 2021.

The PGB directed staff to provide a report on PHF Patient Region of Residence for FY 20/21 and provide this data to Dr. Fisher for the Capital Facilities Report.

**Action:** Ms. Pell made a motion to receive and file reports presented above with direction to staff to: report on the amount of time a PHF patient is on acute status until the patient is discharged to the Champion Healing Center and the amount of time a PHF patient is on administrative status when the patient has been referred for a Temporary Conservatorship (T-Con) on an going basis; return to the PGB for further discussion on PHF weekend coverage; bring back updates regarding civil service and extra help salary coupling as updates become available; and provide a report on PHF Patient Region of Residence for FY 20/21 and provide this data to Dr. Fisher for the Capital Facilities Report. Ms. Diaz seconded. No objections. No abstentions. Motion carried.

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

- None at this meeting.

**Action:** No action.

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## 6. Policies and Procedures

New Policies

Revised Policies

Rescinded Policies

Other

**Action:** No action.

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## 7. Discuss PHF Governing Board Administrative Items.

- None at this meeting.
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**Action:** No action.

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

- Staff was directed to return to the next meeting of the PGB with a vaccination status update and options for PHF psychiatry weekend coverage.
- Staff was further directed to bring back updates regarding civil service and extra help salary coupling as updates become available.

**Action:** Direct Staff to add items to the next meeting of the PHF Governing Board as discussed.

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

- **Staff Credentialing/Privileging** (Government Code section 54957(b)(1).)  
Re-privileging of psychiatrists and internist members of the Medical Staff
- **Report from Closed Session** – In closed session, the PGB considered one matter: Staff re-credentialing and re-privileging of psychiatrists and internist members of the Medical Staff.

**Action:** After PGB review of credential verifications, performance reviews, peer reviews, utilization reviews and PHF staff queries, Chief Wasilewski made a motion to accept the PHF Medical Director's evaluation of each medical staff member's character, demonstrated professional competence, qualifications, and ethical standards; and to accept the MPC's recommendation to re-credential and re-appraise the following medical staff's privileges at the PHF: Psychiatrists: Dr. Dyani Loo, Dr. Ole Behrendtsen, Dr. Miriam Staub, Dr. Edwin Feliciano, Dr. Leslie Lundt; and Internist: Dr. Enrico Cerrato and Dr. Daniel Litten. The PGB provided direction to staff to reappraise and re-credential each medical staff member listed above for MPC and PGB approval within 1 year of the August 2021 meeting of the PGB, as applicable. Dr. Do Reynoso seconded. No abstentions. No oppositions. Motion carried.

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**10. Adjournment** – Meeting adjourned at 4:07 p.m. Next Meeting Date, September 22, 2021.

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