



Psychiatric Health Facility (PHF) Governing Board Special Meeting  
November 17, 2021  
1:30 PM – 2:30 PM  
Remote Virtual Participation Only

<https://sbcbswell.zoom.us/j/98274446128?pwd=YmJSVzNGWVE3eDhhMkNzRzZMdnVKQT09>

Meeting ID 982 7444 6128

Password 68159928

### **SPECIAL MEETING AGENDA**

#### **PHF Governing Board Members:**

Terri Maus-Nisich, Assistant CEO, Health and Human Services, Chair  
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff's Department, Vice Chair  
Supervisor Bob Nelson, Santa Barbara County Board of Supervisors, 4th District  
Supervisor Joan Hartman, Santa Barbara County Board of Supervisors, 3rd District, Alternate  
Van Do-Reynoso, Director of Public Health Department  
Janette Pell, Director of General Services  
Arlene Diaz, Manager, Public Administrator – Guardian

**Staff:** Pam Fisher, Acting Director; Ole Behrendtsen, Medical Director; Laura Zeitz, Division Chief of Housing Placement/PHF; Sara Sanchez, Quality Care Management Coordinator; Jennifer Hidrobo, PHF Clinical Director; Cara Spieler, PHF Nursing Supervisor; Helene Hanson, PHF Nursign Supervisor; Karen Campos, Behavioral Wellness Administration OPS; and Teresa Martinez, Deputy County Counsel.

The Santa Barbara County PHF Governing Board will meet from 1:30 p.m. to 2:30 p.m. on Wednesday, November 17, 2021. **Remote Virtual Participation Only.**

**IMPORTANT NOTICE REGARDING PUBLIC PARTICIPATION.** The California State Legislature recently passed, and the Governor signed, Assembly Bill (AB) 361, which amends the Government Code to allow Brown Act bodies to continue to meet remotely after September 30, 2021 if there is a proclaimed state of emergency and the State or local officials recommend measures to promote social distancing. Based on the proclaimed state of emergency and the Santa Barbara County Public Health Officer's recommended social distancing, and pursuant to Government Code section 54953, subdivision section (e)(1), the PHF Governing Board will attend the meeting electronically or telephonically; the meeting will have no location to physically attend.

The meeting will be hosted through Zoom. The public may observe the meeting online at Zoom.us by going to:

<https://sbcbswell.zoom.us/j/98274446128?pwd=YmJSVzNGWVE3eDhhMkNzRzZMdnVKQT09>

The Meeting ID is 982 7444 6128 and the password is 68159928. If you are unable to join the online meeting, you may also call in to (213) 338-8477 and when prompted, enter the Meeting ID 982 7444 6128 and the password 68159928. Persons desiring to participate in public comment may use one of the options below:

1. **Online via Zoom** - You may 'raise your hand' via a hand icon on your screen. The Chair will call on you, open your mic, and let you address the PHF Governing Board for up to 2 minutes.
2. **By phone** – If you would like to make a comment by phone, please call (213) 338 – 8477 and when prompted, enter the Meeting ID 982 7444 6128 and the password 68159928. The Chair will call on you, open your mic, and let you address the PHF Governing Board for up to 2 minutes.
3. **Distribution to the PHF Governing Board** – Submit your comment via email, preferably limited to 250 words or less, to the Program Administrator at [kcampos@sbcbswell.org](mailto:kcampos@sbcbswell.org) prior to noon the day before the meeting. Your comment will be placed into the record and distributed appropriately. To assist staff in identifying the agenda item to which the comment relates, the public is encouraged to indicate the meeting date and agenda item or state "general comment" for items not on the day's agenda.
4. **Read into the record at the meeting:** Submit your comment via email, preferably limited to 250 words or less, to the Program Administrator at [kcampos@sbcbswell.org](mailto:kcampos@sbcbswell.org) prior to the start of the meeting. To assist staff in identifying the agenda item to which the comment relates, the public is encouraged to indicate the meeting date and agenda item or state "general comment" for public comment for items not on the day's agenda.

Individuals with disabilities who desire to request a reasonable accommodation or modification to observe or participate in the meeting may make such request by contacting Karen Campos at (805) 681-5221 or by sending an email to [kcampos@sbcbswell.org](mailto:kcampos@sbcbswell.org). The request should be made no later than noon on the day prior to the meeting in order to provide time for the County to address the request.

The PHF Governing Board's rules on hearings and public comment remain applicable to each of the participation methods listed above. The Chair may set reasonable rules as needed to conduct the meeting in an orderly manner.

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

These are regular agenda items. Staff may, or may not have updates in each category at every meeting. Important: **Items in GREY will not be discussed at this meeting.**

AGENDA ITEM	PRESENTER
<p><b>Roll Call</b></p>	<p><b>Karen Campos</b></p>
<p><b>General Public Comment.</b> 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. Please see the options above to participate in public comment.</p>	<p><b>Public Members</b></p>
<p><b>1. Welcome and Overview</b></p> <ul style="list-style-type: none"> <li>○ Cara Spieler , PHF Nursing Supervisors</li> <li>○ Helene Hanson, PHF Nursing Supervisors</li> </ul> <p><b>Action:</b> No action.</p>	<p><b>Terri Maus-Nisich</b></p> <p><b>Jennifer Hidrobo</b></p>
<p><b>2. Review and Approval of Minutes of the PHF Governing Board Meeting listed below:</b></p> <ul style="list-style-type: none"> <li>● October 27, 2021 (Exhibit 2a)</li> </ul> <p><b>Action:</b> Receive and approve Meeting Minutes for the October 27, 2021 PGB Meeting.</p>	<p><b>All</b></p>
<p><b>3. Medical Staff Bylaws.</b> Consider recommendations regarding the Bylaws of the Psychiatric Health Facility Medical Staff &amp; Rules and Regulations (Medical Staff Bylaws) as follows:</p> <ul style="list-style-type: none"> <li>● No report at this meeting</li> </ul> <p><b>Action:</b> No action.</p>	
<p><b>4. Quality Assessment and Performance Plan and Indicators (QAPI)</b></p> <p><b>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.</b> Indicators that are highlighted in grey are reported to the PGB on a quarterly basis, but are not scheduled to be reported on at this meeting.</p> <p><b><u>Complaints and Grievances:</u></b></p> <ul style="list-style-type: none"> <li>● Report (monthly)</li> </ul> <p><b><u>Infection Prevention and Control:</u></b></p>	

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

**Patient Services, Care and Safety:**

- Report (Quarterly: Feb, May, Aug, Nov)
- Patient Injuries (monthly)
- Incident Reports (monthly)

**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)
- Medication Error Rates (monthly)

**Significant Adverse Outcomes:**

- Report (monthly)

**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)
- 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)
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**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. SEE EXHIBIT 4b POSTED WITH AGENDA.

- 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)

**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)
  - 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

- Traditions Behavioral Health (TBH)

- PHF Electronic Health Records (EHR) Request for Proposals (RFP) Update

**Stacey Larsen**

**Jennifer Hidrobo**

**Laura Zeitz**

**Ole Behrendtsen**

<p><b>4(e) Significant Areas/Key Events occurring at the PHF (monthly):</b></p> <ul style="list-style-type: none"> <li>• COVID 19 Related Impacts on PHF</li> <li>• COVID-19 Testing &amp; Vaccines</li> <li>• Staffing Updates (Exhibit 4e) <ul style="list-style-type: none"> <li>○ Andra Dillard, Infection Preventionist Contract</li> </ul> </li> </ul> <p><b>4(f) PHF Patient Satisfaction Survey</b> Receive and file a report on the following survey results. SEE EXHIBIT 4f POSTED WITH AGENDA.</p> <ul style="list-style-type: none"> <li>• Report (as needed)</li> </ul> <p><b>Action:</b> Receive and file reports presented above and provide direction to Staff regarding same as applicable.</p>	<p><b>Jennifer Hidrobo</b></p>
<p><b>5. Budget Development.</b> Receive and file a report on Budget Development. Provide direction to Staff as appropriate.</p> <ul style="list-style-type: none"> <li>• None at this meeting.</li> </ul> <p><b>Action:</b> No action.</p>	
<p><b>6. Policies and Procedures.</b> Consider new, revised and rescinded policies and other items listed below.</p> <p><b>New Policies</b> – none at this meeting.</p> <p><b>Revised Policies</b> – none at this meeting.</p> <p><b>Rescinded Policies</b> – none at this meeting.</p> <p><b>Other</b> – none at this meeting.</p> <p><b>Action:</b> No action.</p>	
<p><b>7. Discuss PHF Governing Board Administrative Items.</b> Provide direction to Staff as appropriate.</p> <p>Reconsider the Cicumstances of the COVID-19 State of Emergency:</p> <ol style="list-style-type: none"> <li>I. Reconsider the circumstances of the COVID-19 state of emergency;</li> <li>II. Consider whether state or local officials continue to impose or recommend measures to promote social distancing;</li> </ol>	<p><b>Teresa Martinez</b></p>

<p>III. Find that the legislative body has reconsidered the circumstances of the state of emergency, and that State or local officials continue to impose or recommend measures to promote social distancing; and</p> <p>IV. Direct staff to continue to notice and hold hearings as remote hearings consistent with Government Code § 54953(e)(3).</p> <p><b>Action:</b> Make the findings and provide direction to staff, as applicable.</p>	
<p><b>8. Review of Future Meeting Agenda Items.</b> Provide direction to Staff regarding items to add for the next PHF Governing Board meeting.</p> <p><b>Action:</b> Direct Staff to add items to the next meeting of the PHF Governing Board as discussed.</p>	<p><b>Terri Maus-Nisich</b></p>
<p><b>9. Closed Session</b></p> <p><b>Staff Credentialing/Privileging - (Government Code section 54957(b)(1).)</b></p> <p><b>Action:</b> No action.</p>	
<p><b>10. Adjournment - Next Special Meeting Date, December 9, 2021.</b></p>	<p><b>All</b></p>

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 Administration Building, at 105 E. Anapamu Street, Suite 407, Santa Barbara, California, and also on the Behavioral Wellness website at: [www.countyofsb.org/behavioral-wellness](http://www.countyofsb.org/behavioral-wellness). You may also contact Karen Campos at (805) 681-5221 or by sending an email to [kcampos@sbcbwell.org](mailto:kcampos@sbcbwell.org). 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](http://www.countyofsb.org/behavioral-wellness)