



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

Psychiatric Health Facility (PHF) Governing Board Meeting

October 27, 2021

3:00 PM – 4:30 PM

Remote Virtual Participation Only

<https://sbcbswell.zoom.us/j/97333720739?pwd=VmhUU0FlaWRMV0pZZlY0dGIOWGJ6dz09>

Meeting ID 973 3372 0739

Password 98755777

MEETING MINUTES

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; Stacey Larsen, Quality Care Management Coordinator; Karen Campos, Behavioral Wellness Administration OPS; Patricia Gonzalez, Quality Measurement & Improvement Manager; Lindsay Walter, CEO's Principal Management Analyst; Kristine Haugh, Executive Assistant to Pam Fisher; and Teresa Martinez, Deputy County Counsel.

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

Call to Order: Terri Maus-Nisich called the meeting to order at 3:07 p.m.

Roll Call:

Present

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

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

Van Do-Reynoso, Director of Public Health

Arlene Diaz, Manager, Public Administrator Guardian

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

Excused

Janette Pell, Director of General Services

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

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

Action: No action.

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

- September 22, 2021 (Exhibit 2a)

Action: Ms. Do-Reynoso made a motion to approve the September 22, 2021 PGB meeting minutes as presented. Ms. Diaz seconded. Supervisor Nelson abstained. 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 September 2021.

Infection Prevention and Control:

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

Patient Services, Care and Safety:

- **Report (Quarterly: Feb, May, Aug, Nov)**
- Patient Injuries (monthly) - Ms. Sanchez provided the report for the month of September 2021.
- Incident Reports (monthly) - Ms. Sanchez provided the report for the month of September 2021.

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 September 30, 2021.
- Recreation Therapy Assessments (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

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 September 2021.

Significant Adverse Outcomes:

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

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 September 30, 2021.
- Handwashing (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.
- Request for Additional Food (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

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 September 30, 2021.
- Informed Consent (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

Environmental Services (EVS):

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

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 September 30, 2021.

Treatment Plans

- Report (Quarterly: Jan, Apr, Jul, Oct) - Ms. Sanchez provided the report for quarter ending September 30, 2021.

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 September 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)
- 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 PHF has continued to assist patients in receiving COVID-19 vaccinations via Public Health’s Homebound program. Ms. Hidrobo also reported that patients are declining discharges to Crisis Residential Treatment (CRT) programs as the local CRTs currently do not allow clients to leave the premises except for facility-approved reasons and with supervision due to their internal COVID-19 restrictions. Staff was directed to consult the CRT providers on easing the restrictions in line with local Health Officer Orders.
- COVID 19 Testing and Vaccines – Ms. Hidrobo reported that 97% of PHF staff are fully vaccinated with 2 declinations on file.
- Staffing Updates – Ms. Hidrobo reported that the PHF Nursing Supervisor, Alesha Silva, submitted a resignation letter, but will be working at the PHF as extra help starting November 1, 2021. Two new nursing supervisors have since been hired, Helene Hanson will be covering the daytime shift and Cara Spieler will be covering the nocturnal shift, both internal candidates; and Dr. Behrendtsen has been providing weekend coverage at the PHF. Ms. Zeitz reported that upon Infection Preventionist Andra Dillard’s retirement at the end of October 2021, she is willing to continue to serve as the Infection Preventionist through a County contract, which Ms. Zeitz recommends, until the Infection Preventionist position is filled.

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 September 30, 2021.

Action: Supervisor Nelson made a motion to receive and file reports presented above with direction to staff to: amend the Medication Error Rates graph on the QAPI report to be to scale; and discuss the CRT providers’ COVID 19 restrictions with the providers and research what other CRT facilities are requiring. Ms. Diaz 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
- Revised Policies
- Rescinded Policies
- Other

Action: No action.

7. Discuss PHF Governing Board Administrative Items.

Report on Circumstances of the COVID-19 State of Emergency

Ms. Martinez reported on current circumstances of the COVID-19 State of Emergency that the State and County remain under a proclaimed state of emergency and that Public Health issued a social distancing recommendation on September 28, 2021.

Action: Supervisor Nelson made a motion to receive and file the report presented above and provided direction to Staff to coordinate the next meeting via remote virtual participation only and agendaize this item again within 30 days of the October 27, 2021 meeting to reconsider the state of the emergency and Public Health's social distancing recommendation. Ms. Diaz seconded. No abstentions. No objections. Motion carried.

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

- Salary study for nursing staff

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

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

- **Staff Credentialing/Privileging** (Government Code section 54957(b)(1).) The PHF's Medical Practice Committee (MPC) has reviewed the credentials of the staff members identified below, and
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recommends that the PHF Governing Board accept the MPC's recommendation to re-credential the medical staff's privileges at the PHF as follows:

Re-privileging:

- Psychiatrists
- **Report from Closed Session** – In closed session, the PGB considered one matter: Staff re-credentialing and re-privileging of psychiatrist's members of the Medical Staff.

Action: After PGB review of credential verifications, performance reviews, peer reviews, utilization reviews and PHF staff queries, Ms. Do-Reynoso 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. Jill Norman and Dr. Brian Penny. 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 October 2021 meeting of the PGB, as applicable. Chief Wasilewski seconded. No abstentions. No oppositions. Motion carried.

10. Adjournment – Meeting adjourned at 4:25 p.m. Next Meeting Date, November 12, 2021.
