



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

Psychiatric Health Facility (PHF) Governing Board Special Meeting  
Wednesday January 3, 2017  
3:00 PM – 4:00 PM  
PHD Auditorium  
300 N San Antonio Rd, Santa Barbara

**AGENDA**

**PHF Governing Board Members:**

Supervisor Lavagnino, Santa Barbara County Board of Supervisors, 5<sup>th</sup> District  
Supervisor Wolf, Santa Barbara County Board of Supervisors, 2<sup>nd</sup> District, Alternate  
Vincent Wasilewski, Chief Deputy for Custody Operations, Sheriff’s Department  
Terri Maus-Nisich, Assistant CEO, Health and Human Services  
Van Do-Reynoso, Director of Public Health Department  
Polly Baldwin, Public Health Medical Doctor  
Janette Pell, Director of General Services  
Arlene Diaz, Manager, Public Administrator – Guardian

**Staff:** Alice Gleghorn, PHF CEO; Marianne Barrinuevo, PHF Director of Nursing; Alesha Silva, Interim Nurse Supervisor; Jamie Huthsing, Quality Care Management Coordinator; Suzanne Grimesey, Chief Quality Care and Strategy Officer; Morgan Peterson, Pharmacist In-Charge, Maria Xique, Administration OPS Supervisor and County Counsel.

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

Persons desiring to address the meeting participants can complete and deliver to the staff the form which is available at the room entrance prior to the commencement of this comment period. 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.

These are regular agenda items. Staff may, or may not have updates in each category at every meeting.

Important: **GREY** = Quarterly Update – no report due this month.

AGENDA ITEM	PRESENTER
<b>Roll Call</b>	<b>Maria Xique</b>
<b>General Public Comment</b>	<b>Public</b>
<b>1. Welcome and Overview</b>  - Introduction of New Staff  <b>Action:</b> No action.	<b>Terri Maus-Nisich</b>  <b>Alice Gleghorn</b>

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

- November 29, 2017 – Special Meeting (Exhibit 2a)

**Action:** Receive and Approve Meeting Minutes for the November 29, 2017 PHF Governing Board Meeting.

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**3. Medical Staff Bylaws** **Aylin Bilir**

- Review revised PHF Governing Board Bylaws (Exhibit 3a)

**Action:** Review and approve revised PHF Governing Board Bylaws.

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**4. Staff will report on the following Quality Assessment and Performance Plan and Indicators (QAPI):** **Jamie Huthsing**

- **QAPI December Update** (Exhibit 4a) Indicators that are highlighted in grey are reported to the PGB on a quarterly basis; therefore, no data is presented for the month of December 2017.

Over a few years, the PHF has worked to decrease the hours of restraint usage and the number of seclusion episodes. In FY16/17, the utilization rate has been very low, less than 1% per month for both seclusion and restraints. At this point, the PHF monitors monthly utilization to ensure that the rates do not increase.

**Complaints and Grievances:**

- Report (monthly)

**Infection Prevention and Control:**

- Report (Quarterly: January, April, July, October)

**Patient Services, Care and Safety:**

- Report (Quarterly: Feb, May, Aug, Nov)
- Patient Injuries (monthly)
- Adverse Outcomes in Patient Care (monthly)
- Suicide Management, Treatment Planning, Consents, Nursing Services (Quarterly: Feb, May, Aug, Nov)

**Social Work Services:**

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

**Restraint / Seclusion:**

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

**Medication Use/Pharmacy Services:**

- Report (Quarterly: Feb, May, Aug, Nov)
- Medication Error Rates/Unavailability (monthly)

**Significant Adverse Outcomes:**

- Report (monthly)

**Food and Nutritional Services:**

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

**Physician and Allied Health Professionals Related Services:**

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

**Environmental Services(EVS):**

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

**Environment of Care (Facilities):**

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

**Laboratory Services:**

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

**Process Improvement Project(s):**

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

**PHF Status Report:**

- Patient Status (UR) Report (Exhibit 4b)

**Contract Monitoring**

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

• **Significant Areas/Key Events occurring at the Psychiatric Health Facility (PHF) such as patient care (monthly)**

- Infection Control Program Update
- Recruiting for new Director of Clinical Services
- Report on Disaster Resulting from Fire and Loss of Aurora Vista Del Mar
- Behavioral Wellness Pharmacy Update

**Action:** Receive report.

**Marianne Barrinuevo**

**Marianne Barrinuevo  
Ole Behrendtsen**

**Marianne Barrinuevo  
Alice Gleghorn**

**Morgan Peterson**

**5. Staff will provide a report on the following Compliance:**

Staff Credentialing/Privileging: The PHF’s Medical Practice Committee (MPC) has reviewed the credentials of the staff members identified below, and recommends that the PHF Governing Board accept the MPC’s recommendation to credential and approve the medical staff’s privileges at the PHF:

- Deborah Westgate, RD

**Marianne Barrinuevo**

<b>Action:</b> Approve credentialing of candidate and approve staff privileges listed above.	
<b>6. Budget Development</b> <ul style="list-style-type: none"> <li>- No report at this meeting.</li> </ul> <b>Action:</b> No action.	
<b>7. Policies and Procedures</b> <ul style="list-style-type: none"> <li>- Emergency Patient, Staff and Visitor Tracking (Exhibit 7a) <ul style="list-style-type: none"> <li>o Attachment A – Emergency Roster</li> <li>o Attachment B – Patient Emergency Tracking Log</li> <li>o Attachment C – Staff and Visitor Emergency Tracking Log</li> </ul> </li> <li>- Emergency Transfer Agreements with other Facilities (Exhibit 7b)</li> <li>- Fall Risk <ul style="list-style-type: none"> <li>o Attachment A – Fall Risk Assessment (Exhibit 7c)</li> </ul> </li> </ul> <b>Action:</b> Review and Approve Policies and Procedures presented above.	<b>Yaneri Muñiz</b>
<b>8. PHF Governing Board Administrative Items</b> <ul style="list-style-type: none"> <li>- Proposed Registered Dietician Staffing Strategies</li> </ul> <b>Action:</b> No action.	<b>Alice Gleghorn</b>
<b>9. Review of Future Meeting Agenda Items</b> Provide direction to Staff regarding items to add for the next PHF Board meeting.	<b>Terri Maus-Nisich</b>
<b>10. Adjournment</b> - Next Meeting Date, January 24, 2017	<b>All</b>

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 Clerk of the Board at 105 E. Anapamu Street, 4<sup>th</sup> Floor in Santa Barbara, and also on the Behavioral Wellness website at: [www.countyofsb.org/behavioral-wellness](http://www.countyofsb.org/behavioral-wellness)

**Further Information Regarding Meetings:**

Meeting Procedures

Members of the public are encouraged to attend and testify before the meeting participants on any matter appearing on the agenda.

Correspondence to the PHF Governing Board regarding items appearing on the agenda should be directed to Karen Campos, Department of Behavioral Wellness, 315 Camino Del Remedio, Santa Barbara CA 93110.

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)

Disability Access

The location for this meeting is the Santa Barbara County Public Health Department Building located at 300 N San Antonio Rd, Santa Barbara, CA. The meeting room is wheelchair accessible. Accessible public parking is available. American Sign Language interpreters, Spanish language interpretation and sound enhancement equipment may be arranged by contacting the Clerk of the Board of Supervisors by 4:00 p.m. three days prior to the meeting date. For information about these services please contact the Clerk of the Board at (805) 568-2240.