

Alaska Psychiatric Institute Governing Body, January 20, 2022 Meeting Minutes

Call to Order

Co-Chair Elizabeth King called the meeting of the Alaska Psychiatric Institute Governing Body to order at 1:30 PM via Zoom on January 20th, 2022.

Introduction and Roll Call

Voting Members Present:

Chair - Clinton Lasley, *Deputy Commissioner of Family Community, and Integrated Services*

Vice Chair- Elizabeth King, *Alaska State Hospital and Nursing Home Association*

Secretary - Dr. Alexander von Hafften, *Alaska Psychiatric Association*

Jason Lessard, *National Alliance on Mental Illness*

Charlene Tautfest, *Mental Health Board*

Scott York, *Alaska Psychiatric Institute Chief Executive Officer*

John Lee, *Director of Senior and Disability Services*

Gennifer Moreau-Johnson, *Director of Behavioral Health*

Dr. Rick Ellsasser, *Alaska Native Health Board*

Jennifer Peeks, *Alaska Primary Care Association*

Voting Members Absent:

Treasurer - Summer LeFebvre, *Alaska Behavioral Health Association*

Dr. Rick Ellsasser, *Alaska Native Health Board*

Jennifer Peeks, *Alaska Primary Care Association*

Adam Crum, *Commissioner of Department of Health and Social Services*

Dr. Anne Zink, *Chief Medical Officer*

Non-Voting Members Present:

Dr. Helen Adams, *American College of Emergency Physicians*

Leslie Jaehning, *Disability Law Center*

Katie Baldwin Johnson, *Alaska Mental Health Trust Authority*

Non-Voting Members Absent:

Adam Rutherford, *Department of Correction*

Dr. David Moxley, *University of Alaska*

Daniel Delfino, *Alaska Housing Finance Corporation*

Elizabeth Russo, *Office of Public Advocacy*

Beverly Schoonover, *Alaska Mental Health Board*

Aesha Pallesen, *Alaska Court System*

Vacant, *Alaska Coalition on housing and homelessness*

Vacant, *Alaska Academy of Family Physicians.*

Vacant, *City of Anchorage Department of Health and Social Services.*

Vacant, *City of Anchorage Police Department.*

API Staff Reporting:

Tina Cochran, *Chief Financial Officer*

Dr. Kristy Becker, *Director of Clinical Services*

Robert Long, *Chief Medical Director*

Erica Steeves, *Director of Nursing*

Christy Wynn, *QAPI Director*

Jarmyn Kramlich, *Project Assistant*

Review and Approval of the Agenda:

Co-Chair Elizabeth King called for unanimous consent to approve the agenda. There was no discussion or debate on the main motion on the floor. **Motion carries, approved by unanimous consent.**

Review and Approval of the Minutes:

Co-Chair Elizabeth King called for unanimous consent to approve the agenda. There was no discussion or debate on the main motion on the floor. **Motion carries, approved by unanimous consent.**

Items for Consent:

Policy Review/Approval

Archived Policies

- i. EOC-140 Ergonomic Program
- ii. IM-002 Patient Directory
- iii. IM-030-19 Faxing of Health Information
- iv. IM-050-05.01 Release of Information
- v. LD-030-21 Clinical Practice Guidelines

Revised Policies

- vi. BDP-001-1 Billing and Collections
- vii. BO-001-01 Medicare Bad Debt Policy
- viii. EOC-250 Mail, Courier, and Freight Handling
- ix. IC-606 Refrigerator and Freezer Infection Control
- x. IM-001 Notice of Privacy Practices
- xi. IM-020-21 Forms Management
- xii. IM-050-05.04 Documentation Standards
- xiii. IM-060 EHR Down Time Procedures
- xiv. MS-040 Medical Staff FPPE and OPPE
- xv. MS-047 Practitioner Health
- xvi. PRE-010-02.01 Ethics
- xvii. PRE-030-03 Complaint and Grievance
- xviii. PRE-030-09 Photographing Patients
- xix. PT-050-10 Tardive Dyskinesia Protocol
- xx. EOC-600 Medical Equipment Management Plan

New Policy

- xxi. BO-001-03 False Claims Act
- xxii. LS-01-02.01 Policy on Interim Life Safety Measures

The chair asked if any members had any objections to the approval of the above policies or if any member wanted to pull any policies from the consent agenda for further discussion.

PRE-010-02.01 Executive Ethics

Jason Lessard raised concerns about **section 4.2.2** and the use of the acronym RSS, it will need to be updated to PA throughout document. He posed another question on the language in **section 4.2.3** concerned the language needs to more defined in protecting the identity of patient

Jason Lessard motion to pull PRE-01-02-01 Ethics and have policy removed for edits the motion was seconded by the **John Lee**.

After Discussion, the chair asked for a motion to approve all policies except that one pulled for edits. Scott York moves to approve the polices. The motion was seconded by Jason Lessard. **Motion Carries approved by unanimous consent.**

New Business:

Election of Officers

The API Governing Body engaged in discussion of confirmation of nomination and election of Jason Lessard to the secretary role. **The Chair moved to approve Jason Lessard to the secretary role and was seconded by the John Lee. Motion carries approved by unanimous consent.**

Workplace Violence/Milieu Consultant

The API Governing Body engaged in discussion of generating a committee to work with staff to reduce patients' assaults. API is requesting to have a consultant with specific knowledge in this area to visit quarterly to work on improvement ongoing.

Chair Elizabeth King question on the date of consultant contract start API (Scott York responded this is a new addition adding 2022 calendar however wanted to inform board of the direction of API

Executive Order Commissioner Adam Crum – Added to Agenda

Brief discussion of the reissue of the Executive Order 121 regarding the basification of HSS. Provided overview of the process of reorganization for DHSS. This will add 10 positions internally and externally -job opportunities

Community outreach in the community

Jason requested to be removed from the community chair role. Brief discussion the role of chair; Clinton Lasley suggests sending notice to all that the position is open, and Jason Lessard will be person to contact with information of the position via email and telephone. **Motion carries approved by unanimous consent.**

Legislative Session – Added to Agenda

Clinton Lasley updated the GB of the start of the legislative session and that API will be presenting to House Finance (HSS) API budget overview next Thursday in Juneau along with Pioneer Homes.

Old Business:

COVID-19 Update

Scott discussed COVID-19 positive test update at API, he briefly mentioned the hardship on the staff and patient. He further provided and discussed the action plan API has put into place to control and lessen the numbers of positives results and explained obtaining and implemented the CDC guidelines to keep employees and patients safe. He further explains that different unit's complexities and obstacles and what API is doing to overcome obstacle for each unit. Scott and Erica further explained the environment of the hospital as it pertains to staff and staffing.

Budgetary Process

Tina updated GB that the 1st Legislative session has started, her and Scott will be going to Juneau next week for their presentation. Tina plans to provide update of the Legislative session to GB at the next meeting

Complexity Behavioral neighborhood at AKPH

Clinton discussed the restructure of API budget; he explains briefly there will be two types of budgets one specific to the needs for API and then a second budget to cover patients that shouldn't come to API. He further discussed his expectation, timelines, and associated delays with moving elderly into the Pioneer Home. Scott advises the GB that API will be helping Pioneer Home by providing off-site psychiatric consultation to help with psychiatric care to help ensure they get level one care.

Outpatient Forensic Project

Dr Becker provide an update on the Outpatient Competency Restoration Program; she informed the GB that API has rolled two positions and are currently working on drafting those job descriptions. She further advises GB that the Consultant group will be here the 1st week of May from Monday thru Thursday. She further noted that API is still looking for a place any guidance or help would be appreciated.

API Covid Vaccination Rate Update:

Scott York reported on the current covid vaccination rate amongst staff at API.

API Covid Vaccination Rate Update since 7/1/2021

- Vaccination Rate: 75%
- Number of patients...: 21
- Number of staff...: 114

Ad-hoc Committee Reports:

Elizabeth reports to GB that group has met, and committee made the decision to base evaluation on Joint Commission requirements. The evaluation is complete we are at the process of sending to committee for overview and approval prior to submitting to board.

Public Comment:

Co-Chair open the floor for open public comment (hearing nothing will revisit later)

Executive Session:

No session called

API Reports:

QAPI/Monthly Required Reporting

Review of corrective action plans and outcomes

Christy Winn provide update to GB of corrective actions and that they will be meet by end of January and the CMS Inspection is now 100% compliance. Hand hygiene will be our focus project for 2022; we have noticed an increase of about 83% of use since station have been installed.

Regulatory Compliance

Christy Winn informed the GB that API has received the results from the Patient Survey. API Leadership has reviewed the survey and have selected areas within the survey that need to be a focus in 2022. GB requested that API provide them with the survey for their review.

Quality Improve Projects

Christy provided a list of projects that are ongoing for 2022; She further provided a list to GB that she will be updating GB monthly on the status of projects

QAPI Report

Christy Winn reviewed the dashboard data, there was a brief Q&A on the rehab section of the dashboard, all questions and concerns were resolved. She further expressed that the API survey results are in line with the national average. She further explained that the results shows that we are improving our care for patients and their safety. She advised the GB that API will be updating the dashboard and will be sending to the GB for overview and suggestions.

Public Comment – revisited:

Co-Chair open the floor for open public comment

CEO Report

Scott York gave a report on the Employee Recognition Program; Scott York explained that API rolled out initial phase of program with peer-to-peer recognition and patient to staff recognition based on monthly themes. Scott York gave an update on the vacant QAPI Director and the Maintenance Superintendent position. Scott York provided an update on the nurses' station in Chilkat unit to include the unexpected ligature risk, however API has a mitigation plan in process which will resolve risk prior to moving to other units. Scott York further provided update on the other various projects in process, explaining we are still on course for May timeline. Scott York

mentions the need of adding additional cameras outside of nursing stations which are expected to be here in February.

Medical Staff Report

Dr Long reported that hiring is always a high priority, informed GB we do have prospective psychiatrist finishing his fellowship and has area of knowledge in forensic, he further updated that API has completed midlevel hiring and API is working on an offer for doctor and will be able to update next month. Dr Long updates GB of API initiative to increasing staff and reducing the need for contractors. Dr. Long further updated the GB with the opportunity to build relationships with UW and being put back on their list as part of behavioral rotation. Dr Long advises the GB that Alaska Mental Health trust committing to match looks promising and voting on this section will be this week, this will help in moving forward with Sharp Program. Dr Long update GB that medical staffing continues to be stable with hiring and community relationships number one goal.

CFO Report

Tina Cochran reported on the API projections, she gave a report on the administrative dashboard. The administrative dashboard showed monthly, quarterly, biannually and year to date data which included staff vacancy, retention, separations, hires, staff injuries, patient on staff assaults, staff on staff assaults, contracts, and the current workers compensation claims, and status of contracts. Tina Cochran discussed various projects that API is working on, which depicts the projections of funds allocated are not included on the projections currently, however the projections will be updated with correct data for the next meeting. Tina Cochran updated the GB on contracts, status and quarterly reviews coming due for January and February. Tina Cochran updated GB on the upcoming contract for snow removal.

Clinical Report:

Dr. Becker gave the Clinical Report for API. Dr Becker provided update on the Taku unit incentive program. Dr. Becker reported that API has established a memoranda agreement with UAA for psychology students to do internship with API. Dr Becker update the GB that conversations have been had with Scott York and Alaska internship consortium regarding interviewing this fall for 2023-year. Dr Becker stated to GB on the positive impact the iPad used for psychological testing has improve onsite assessments and discussion.

Nursing Report

Erica Steeves gave the API Nursing report. Erica Steeves reported to the GB on the medication audits and consent data. Erica Steeves provided an additional brief overview of the Patient Safety Survey and discussed additional areas of improvement for API. Erica Steeves provided a brief introduction to a new SPAR tool that is in process of being implemented, Erica Steeves will have additional updates on SPAR tool at the next meeting.

Adjourned:

Co- Chair Elizabeth King called for adjournment if there was no further discussion from the board. There was no further discussion. **Motion to adjourn was passed with unanimous consent at 4:00 Pm.**

