

## **Alaska Psychiatric Institute Governing Body, September 12, 2023, Meeting Minutes**

### **I. Call to Order**

Elizabeth called the meeting of the Alaska Psychiatric Institute Governing Body to order at 1:34 PM via Zoom on September 12, 2023. Mission and Vision of API. This was a hybrid meeting with members attending in person at the Alaska Mental Health Authority as well as via Zoom.

### **II. Introduction and Roll Call**

#### **Voting Members Present:**

Elizabeth King, *Alaska Hospital and Healthcare Association*  
Summer LeFebvre, *Alaska Behavioral Health Association*  
Brenda Moore, *Alaska Mental Health Board*  
Katie Baldwin Johnson, *Alaska Mental Health Trust Authority*  
Tracy Dompeling, *Director of DBH*  
Ann Ringstad, *NAMI Alaska*  
Dr. Rick Ellsasser, *Alaska Native Health Board*

#### **Absent:**

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

#### **Other Members:**

Kim Kovol, *Commissioner*  
Dr. Anne Zink, *Chief Medical Officer*

#### **Other Members Not Present:**

None

#### **Visitors:**

Denali Daniels  
Margaret Bauer  
Promise Hagedon  
Randy Smith  
Christel Brito  
Isabella Vaz

#### **API Staff Reporting:**

Scott York, *CEO*  
Kristy Becker, *Chief Clinical Officer*  
Erica Steeves, *Director of Nursing*  
Robert Long, *Medical Director*  
Christy Winn, *QAPI Director*

### **III. Review and Approval of the Agenda:**

Motion to approve agenda with current edits.-Approved Introduction of Software Policy at the September 2023 meeting. **Agenda approved.**

### **IV. Review and approval of Minutes:**

July minutes were reviewed, and the motion was approved with edits. Summer LeFebvre motioned and Katie Baldwin Johnson seconded. **Edits:** Scott requested an edit in the CEO report. He mentioned Outpatient Restoration should reflect AKBH not AKHB. **Minutes approved.**

## V. New Business:

### **1. Policy Review:**

#### **Approved via Email/SharePoint:**

- IC-030-06 Patient Property New Policy for Meeting
- IC-100 Infection Surveillance
- IC-216 Parasites
- IC-300 Tuberculosis Exposure Control Plan
- IC-653 Dietary Department Infection Control
- IC-703 Employee Health Exposure Guidelines
- IC-704 Vaccines Available In Employee Health

#### **a. Policy Discussions:**

- IC-001 Infection Control Program
- Policy Discussions:
  - Elizabeth King shared that there were questions regarding Section IV policies including how procedures are created, revised, and reviewed and approved within a 3-year period by the MMIC team. Elizabeth asked who would review and approve these policies within a 3-year period.
  - Christy Winn explained that the policies would be reviewed and approved by Medical Staff for approval, then approved by the Policy Committee for final approval and then to Governing Body.
  - Elizabeth King requested that the policy be edited to reflect this information. Elizabeth King took a vote to approve policy. No additional questions. **Policy approved.**

#### **b. Policy Software:**

- Christy Winn Introduction of Policy Software: Policy DMS purpose is to enhance the policy management process. API purchased a Policy Software program to improve the ability to edit policies even when it is presented to Governing Body. Governing Body will be able to review, approve, deny, or ask questions on the policy.
- Discussions:
  - Elizabeth King asked what the implementation timeline would be on the software and whether this process would grant Governing Body access to all API Policies?
  - Christy Winn responded the software will be implemented and training for API staff and Governing Body will commence in January 2024 and confirmed yes, Governing Body would have access to all API Policies.

## VI. Old Business:

### **a. Strategic Planning:**

#### **Discussion Sessions and Issue Papers**

- Denali Daniels introduction: Denali Daniel and Associates have been assisting API since last March in the development of a 5-year Strategic Plan. She provided a brief outline of her slides including where we are today, where we are going and another slide for Scott York to discuss some of the work he is doing. December 2023: Final Plan document due. Denali Daniel discussed internal and external work. Scott has been hosting internal: staff and leadership work sessions and Governing Body meetings and discussions and focusing on external: partner discussions and focused conversations open to the public.
- Scott York discussed API's vision for the future with Strategic Plan internally and the objective is a development of a plan by October 2023. Scott York stressed the idea of establishing a philosophy of care in shaping API's strategies for therapeutic programming, workforce retention and process improvement.

- Denali Daniels outlined the next steps through December 2023. She proposed the idea of scheduling in-person joint meetings, one at the beginning and another just before the end of this timeframe. The goal is to have a document ready for public comments following these meetings.
- Brenda Moore requested a copy of the presentation slides and the issue paper for use at the upcoming Mental Health Board meetings October 2-5, 2023. Brenda Moore requested Scott York or Denali Daniel attendance at this meeting. Scott will attend.
- Elizabeth King asked whether the next step for strategic planning is to hold a book-end meeting for the beginning or middle of November?
- Denali Daniels emphasized the importance of acting promptly with the book-end meeting, but also being realistic to ensure preparedness.
- Scott York highlighted an important step in the process, indicating that the issue paper has to be reviewed by the commissioner's office and then shared with the administrative office prior to going public.
- **No questions were asked.**

**b. Forensic Restoration:**

**Competency Restoration; Program Updates presented by Dr. Kristy Becker**

- **Outpatient Restoration:** Department of Transportation (DOT) has submitted two iterations of the lease to AKBH for review; intent to have a formal ribbon cutting for commencement of Outpatient Restoration; one PNA position needs to be posted built on funding received July 1, 2023; and Target date: October 2023. We are waiting for Jim Myers approval and lease to be signed, this is set to commence October 1, 2023.
- **Jail-Based Restoration:** Both DOC and API ready for training: Tuesday and Thursdays; Need PNA position description approved by OPD before a hire can occur; and Training at DOC: Goose Creek Correctional Center to start once PNA Hired. Dr. Kristy Becker extended an offer to Governing Body to attend ribbon cutting.
- Discussions:
  - Brenda Moore recommended that Dr. Becker should consider involving the Prisoner Reentry Coalition in the ribbon-cutting ceremony. Dr. Becker will extend an invitation to the coalition.

**c. Pharmacy Feasibility Study:**

- Scott York presented Pharmacy Feasibility Study: Dates: March-August 2023 by Sam Sheth, PharmD, MBA the consultant. Study submitted for review to Governing Body. Sam Sheth, PharmD, MBA is not recommending consolidation. Scott provided various reasons the consultant decided not to recommend consolidation.
- Elizabeth King asked if there are additional questions. No additional questions.

**VII. Public Comment:**

No public comment

**VIII. Ad-hoc Committee Reports:**

No Ad-hoc Committee Reports

**IX. Executive Session:**

No Executive Session

**X. QAPI Monthly Reports:**

- **QAPI Dashboard: Christine Winn (Chrisy Winn)** We are coming up with are Hospital Acquired Infections: wound infections, UTIs, etc. API does not do cultures; therefore, if patient does not inform API of a UTI, it is considered a Hospital Acquired Infections. Raegan Mundy is API's new infection

control nurse. Moksha Martino has started a Thursday Wound Clinic to see all patients with wounds. Patient Satisfaction surveys are at 70% now that we have two patient advocates.

- Discussions to shelters ensued about discharges. Per Summer Lefebvre, this should be a future discussion for Governing Body.
- **Real-time engagement started:** Patients are feeling safe. **End of QAPI Report.**

## **XI. Executive Reports**

### **CEO Report**

- Scott York presented slides:
- Regulatory Consultant-WICHE
  - On-site Mock Survey October 3-4, 2023
- Netsmart/My Avatar
  - Kickoff June 2023
  - Issues:
    - Poor organization of the meetings
    - Explaining of processes
    - Language barriers: utilizing Netsmart speak rather than hospital speak
    - Poor Follow up
    - Resolution: Scott has escalated issues to the Vice President of customer engagement. Scott York and Cheryl Riddle held a meeting. The issues, agendas and concerns were discussed. Cheryl came up with a plan to solve these issues, agendas, and concerns. Scott York has noticed an improvement and improvement on IT side.
- Environment of Care/Projects
  - Utility Failure
    - Water Mixing Valves failed on 3 units
    - Three (3) boilers failed
    - Incident Command Initiated
    - Approximately \$71,000 cost
  - Projects
    - Scott reviewed the projects and timelines.
- Tours of API
  - August
    - Faith Myers – Patient Advocate, Dorrance Collins – Patient Advocate, Jared Kosin – CEO, AHHA, and Katie Baldwin-Johnson – COO Alaska Mental Health Trust Authority. Christy Winn, James Nauman, Lamin (Momodou) Faye, and McCoy Bradley assisted with tour.
    - Karen Bronga – Anchorage Assembly and Scott Myers – Anchorage Assembly
  - September
    - Valerie VanBrocklin – Public Sector Trainer; Former State/Federal Prosecutor, Chris Robison – Assistant Attorney General; Department of Law and Brian Studstill – Communication Director, DFCS will tour API September 18.
- API State Fair Staff Picnic – August 25, 2023, presented slides of photos

### **CFO Report**

- April is not available. Scott York reporting staffing at API. In July, slight improvements to the vacancy rate went down to 19.9 percent with 68 vacancies out of 321 total positions. A 97.7 percent retention rate number of separations from filled positions; 6 Separations and 8 hired, 3 resignations, 1 demotion and 2 promotions. April mentioned to Scott that Governing Body wanted dollar amounts and the number of Travelers. April was not able to gather the information but will have for the next meeting. Scott York informed Governing Body that API spent \$3 million on traveler nurses last fiscal year.
- **Discussions:**

- Elizabeth King inquired if API is working through this process to get permission to hire a recruiter and is there an RFP process to evaluate the recruiter?
- Scott York confirmed yes.
- Dr. Anne Zink inquired if API is using J1/ SHARP? Dr. Robert Long asked the status of SHARP?
- Scott York indicated he is not aware of its current status.
- Dr. Robert Long responded API is currently using SHARP for some of their providers but there has been an interest from some of the newer groups of providers. Dr. Robert Long informed that API is waiting on the Mental Health Trust to respond.
- Katie Baldwin Johnson addressed trustees approved \$200,000 General Funds mental health recommendations for FY25. She explained that the trust makes recommendations and do so carefully, talk to the department mutually advocating to make it into the budget of FY25.
- Dr. Anne Zink explained J1 is for international physician positions and the State is allocated a specific number of positions for services which are consistently underutilized.
- Christy Winn asked if J1 is only for physicians are there any for international nurses.
- Dr. Anne Zink clarified yes, J1 is a program specifically for physicians and yes, there is a international nursing program available in Alaska.

- **Public Comments:**

- Elizabeth King opened up the floor for public comment. **No public comments.**

### **Medical Staff Report**

- Dr. Robert Long presented slides on medical staff updates.
  - Dr. Andrew Pauli and Dr. Yogesh Maru will be leaving the end of September.
  - Dr. Joseph Pace (psychiatrist) returned to API earlier this month, Shannon Davis, APRN (medical provider) scheduled to start at API next week.
  - Credentialing:
    - Dr. Robert Long presented Shannon Davis, APRN for Governing Body approval. **Credentialing approved.**
    - Dr. Krisy Becker presented Dr. Elizabeth Donegan for Governing Body Approval. **Credentialing Approved.**
  - Medical Staff Bylaws: Scott and Dr. Long reviewed with the department HR VP. She will examine the bylaws to determine the process to combine State standards with regulatory standards.
  - Bi-Annual OPPE (peer reviews) were completed, and any unsatisfactory areas were addressed with the providers.
  - University of Washinton Medical Students: API will begin its eleventh UW medical student in October.
  - Future Goals: Continue strengthening working relationships with other facilities. Have completed the search for a site to begin pilot telepsychiatry program, we have chosen Central Peninsula Hospital as the pilot site.

### **Clinical Report:**

- Dr. Kristy Becker presented a slide on clinical services updates.
  - Psychology interns have joined API
  - Staffing changes (hires: MHCIII Shay Edmonds and resignations: Dr. Bri Oswald)
  - Department of Juvenile Justice (DJJ) Collaboration regarding no statutory guidelines for competency assessment evaluations or restorations for juveniles in the State of Alaska.
  - Psychology Job Class Study complete and implemented
  - Mental Health Advanced Directives: written plan of care that can be evaluated on next admissions.

- Discussions:
  - Elizabeth King and Dr. Anne Zink discussed Mental Health Advanced Directive in emergency room settings for patients; Dr. Anne Zink is willing to facilitate a connection with the post working group once API goes live with Emergency Medical Records (EMR). Dr. Zink wanted to emphasize these efforts because they have a potential to create synergy with those other efforts.

### **Nursing Report:**

- Erica Steeves, DON a presented slides on the Nursing Report.
  - Nursing coverage for units
    - Ongoing 1:1 staffing needs continue to create strain in our department; Use overtime to safely staff hospital includes travel nurses.
      - Typically, API needs 7-10 staff to provide monitoring for patient requiring 1:1 or 2:1 staffing.
    - Challenges continue with hiring registered nurses
      - Travelers continue to support the facility with coverage of existing vacancies
    - Nursing leadership
      - Assistant clinical manager roles awaiting processing
      - Vacancy in clinical coordinator role for over six months
  - Meeting the need
    - Shared significant increase of needs of patients and how it has been changing and making a difference for patient(s).
    - Increase in medically complex patients; learned post-operative care; complicated infections; chronic care management has continued to increase.
    - Chilkat Unit: adolescent stay is long because there are no alternat options for placement in our state; particularly for patients in need of complex care. Complex care committee discussed; 3 community outings so far; bridging gap of need since we are not residential API is licensed as in-patient.
  - Nursing projects and ongoing improvements
    - Projects:
      - Nurse Call system implementation; Tiger Text (Encrypted messaging); Netsmart (new electronic medical record); Power DM (policy management system); Treatment Planning process improvement.
  - Discussions:
    - Elizabeth King stated the lack of placement opportunities particularly of adolescents is a challenge; Elizabeth appreciates APIs proactive efforts to improve quality of life for patients.
    - Dr. Anne Zink informed the governing body that the state has submitted a request to CMS to lower the age limit for certain outpatient residential settings to age 16, pending approval. If approved, existing facilities in Alaska may receive or can receive Medicaid waiver coverage for 16 to 17-year-olds.

## **XII. Additional Reports**

### **Commissioner Kim Kovol:**

- Townhall meeting for DFCS staff in two weeks; first Townhall that her team will be hosting. Three sessions will be held in the morning: 10:00am, evening: 4:00pm and redeye: 12:00am.
- Strategic planning session at the end of the month. Commissioner Kovol's sequestering off leadership for 3 days and they have been told not to make any plans. We are working with DOH on the behavioral road map. The next large community meeting and get together is in Nome: October, Commissioner Kovol will be present, Ketchikan: October and Mat-Su: November. Those have community members part of it and have open community session that went well in Fairbanks.

- Child Welfare initiatives and Family Preservation initiatives partnering with commissioners out of Oklahoma and Tennessee looking at the Arizona model and Utah model as well.
- Commissioner Kovol's team are lifting off our Talent Acquisition Team and HR department. We are hoping that this pilot program will become a model for the balance of departments to look at as well. The biggest lift from OCS, DJJ, APH and API first.
- Welcomed Dr. Bri Oswald. Complex Care Unit meets weekly, sometimes three times a week. Positive feedback and collaborations. Patients that leave care or custody have continued to be a challenge. They hope to look at the Arizona Model for ideas of best practices.
- Recognized API for collaboration with Behavioral Health on homelessness. Dr. Becker and Erica have been present and actively engaged as well as her office and complex care unit.
- Thanks to Scott York and Elizabeth King for assisting on op-ed sent out to ADN. Her team means every word that "API should be celebrated for its amazing accomplishments and moving forward API should not be end all be all for our mental health crisis".
- Elizabeth King: reminder, next meeting is November 14, 2023, and will be hybrid via Zoom and in-person at API. A calendar invite will be sent.

**XIII.Adjourned:**

**Elizabeth King called for adjournment.** It was seconded. There was no further discussion. **The motion to adjourn** was passed with unanimous consent at 4:30 pm.