

# Alaska Psychiatric Institute Governing Body, December 13, 2022, Meeting Minutes

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

Summer Lefebvre called the meeting of the Alaska Psychiatric Institute Governing Body to order at 1:30 PM via Zoom on December 13, 2022.

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

### **Voting Members Present:**

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

**Treasurer** - Summer LeFebvre, *Alaska Behavioral Health Association*

**Secretary** - Jason Lessard, *National Alliance on Mental Illness*

Charlene Tautfest, *Mental Health Board*

Scott York, *Alaska Psychiatric Institute Chief Executive Officer*

Dr. Rick Elsasser

Dr. Anne Zink, *Chief Medical Officer*

### **Voting Members Absent:**

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

### **Other Members not called**

### **API Staff Reporting:**

Christy Winn, *QAPI Director*

Robert Long, *Chief Medical Director*

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

Jason Lessard motioned to approve agenda. Rick Elsasser seconded. Motion approved.

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

Unable to approve minutes due to lack of completeness. Will approve minutes in the January meeting. GB asked to include any information from last meeting to share with API as the recording was cut out during the 1<sup>st</sup> half meeting.

## ***V. Items for Consent:***

None

## ***VI. New Business:***

### **Election of Officers**

2 open positions

- Position is open for Vice Chair. Charlene nominates Elizabeth King. Treasurer asks if there are any other nominations. None presented. Private message for voting members to Treasurer. Elizabeth King elected for another 2 years as Vice Chair.
- Position is open for Treasurer. Summer Lefebvre nominated. Treasurer asked if there are any other nominations. None presented. Private message for voting members to Elizabeth King. Summer Lefebvre elected for another 2 years as Treasurer.

Board Member positions are open. Recruitment is essential.

## ***VII. Old Business:***

### **Department Split**

Tabled

### **API GB Evaluation**

GB evaluation is developed and being translated into online survey. Distributed in the next few weeks. GB will evaluate themselves.

### **API Performance Evaluation**

Tabled

### **API Bylaws**

Tabled

### ***VIII.Public Comment:***

Co-Chair open the floor for open public comment

### ***IX.Ad-hoc Committee Reports:***

- a. Summer attended the employee wellness committee. Discussed the Retention Council ongoing efforts for improvement. Dr. Oswald to report out in January. Pursuing opportunities for staff appreciation.

### ***X.Executive Session:***

None required

### ***XI.QAPI Monthly Reports:***

Christy Winn reported to GB the Patient Safety Survey. Christy also reported that for 2022 API only had 3 corrective actions regarding State Licensing approval. Christy will report out in February 2023 goals.

### **Regulatory Compliance**

Nothing to report

### **Quality Improve Projects**

Nothing to report

### ***XII.Executive Reports***

#### **CEO Report**

Scott York informed GB on current API projects. RFP is currently out for Strategic Planning. Electronic Health record demos are completed. Outpatient Forensic location is still currently being explored. The Jail based forensic program has a July 1<sup>st</sup> start date.

Scott reviewed the projects that are occurring at API.

Anne Zink offered Kudos about the emergency psych care conference for the State.

**After Discussion, Summer opened for questions: None**

### ***XIII.CFO Report***

April Andrews presented vacancies at API. 323 positions and 76 are vacant. 247 filled positions. 6 separations. Presented data based on unit groups and highest vacancy rate is clinical staff. Current open positions are in various recruitment stages. 6 current open positions are available on workplace Alaska.

**After Discussion, Summer opened for questions: None**

### **Medical Staff Report**

Dr. Long presented sixth medical student at API.

Talked about the Newbie conference and great work of processing and how to streamline admissions and communications.

Goals to continue working with SDS on discharges and continued working relationships with other facilities.

Dr. Long to be recredentialled.

**Summer motioned for recredentialing. Motion approved by GB with unanimous consent.**

**After Discussion, opened for questions:** None

**Clinical Report:**

No report.

**Nursing Report**

No report

***XIV.Adjourned:***

**Jason Lessard called for adjournment after the close of public comment.** It was seconded. There was no further discussion. **Motion to adjourn was passed with unanimous consent.**