

Alaska Psychiatric Institute Governing Body

July 30, 2024

Meeting Minutes

I. Call to Order

Chair Elizabeth King called the meeting of the Alaska Psychiatric Institute Governing Body to order at 1:33 PM via Zoom and in person on July 30, 2024. Mission and Vision of API.

II. Introduction and Roll Call

Voting Members Present:

Elizabeth King, Alaska Hospital and Healthcare Association, *via In Person*
Ann Ringstad, NAMI Alaska (National Alliance on Mental Illness), *via In Person*
Summer LeFebvre, Alaska Behavioral Health Association, *via In Person*
Clinton Lasley, Deputy Commissioner of Family Community, and Integrated Services, *via Zoom*

Present:

Kim Kovol, Commissioner of Community and Family Services, *via Zoom*
Tracy Dompeling, Director of Department of Behavioral Health *via Zoom*
Dr. Robert Lawrence, Chief Medical Officer, *via Zoom*

Absent:

Katie Baldwin-Johnson, Alaska Mental Health Trust Authority (Trust meeting conflict)

Visitors:

Dolly Lamont, *Administrative Assistant 2, Administration via In Person*

Guests:

Marian Sweet, representing Department of Family and Community Services Assistant Commissioner's office, *via Zoom*

API Staff Reporting:

Scott York, CEO, *via In Person*
Dr. Kristy Becker, Chief Clinical Officer, *via In Person*
Dr. Robert Long, Medical Director, *via In Person*
Christy Winn, QAPI Director, *via In Person*
Erica Steeves, Director of Nursing, *via Zoom*

III. Review and Approval of the Agenda:

Addition: New business – Scott York requested the inclusion of policy and compliance grievance policy to be included under 'new business' on the agenda for discussion. Motion to approve agenda with changes. Ann Ringstad moved and Summer LeFebvre seconded. **Agenda approved.**

IV. Review and approval of Minutes:

May 28, 2024 minutes were reviewed with no edits needed. Ann Ringstad moved to approve, and Summer LeFebvre seconded. **Minutes approved.** Unanimous approval.

V. Public Comment:

No Public Comments.

VI. New Business:

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A. Financial Update:

Marian Sweet, representing Department of Family and Community Services Assistant Commissioner's office, *via Zoom*.

Assistant Commissioner Mary Sweet gave an overview of the FY23 – FY25 budget.

Medicaid collections will continue to decrease; personnel services costs increasing.

Decrease in contractual service and travel.

There are FY24 cost increases.

FY25 Budget Analysis - \$62.7M budget with \$14.1M revenue reduction for adjusted FY25 budget at \$48.7M (from \$62.7M FY25 enrolled budget).

Continuing evaluation of expenses/services costs for FY24/FY25

Shortfall = \$4 M to \$7 million for FY24 (supplemental budget request coming)

FY2024 Position vacancies – remaining static average 21.4% vacancy.

Discussion regarding consideration of efficiencies, cuts, improvements, nuances of Chilkat Ward.

Consideration of supplemental request as well as cost cutting and efficiencies.

Elizabeth – There may be better leverage options available – opportunities to work with consultants re: billing.

Length of stay for current patients – daily census shows a full house, with exception of Chilkat unit.

Some recent discharges cited.

Possibility of Opening up new locations – in-between care facilities are not available.

Summer commented there is no new level of care to work with complicated cases – longer term/transitional care not available in Alaska.

Complex care team – stand up levels of care currently at API and better served at other locations (demonstration project underway).

B. Governing Board approval - Infection Control Nurse – Brice Crowley RN

This position requires board approval. Ann moved to approve Brice Crowley, RN, as Infection Control Nurse at API; Summer seconded; unanimous approval.

C. Emergency Management Plan approval:

Scott York reviewed the Emergency Management Plan that was distributed to the Governing Board in the board packet for review and asked the Governing Board to approve it for a two-year period as per policy.

Ann moved to approve the Emergency Management Plan; Summer seconded; unanimous approval.

D. API Compliance Grievance Policy:

Scott York reviewed the API Compliance Grievance Policy. Currently, the CEO is the final arbiter of patient grievances. Dr. Lawrence shared that in any grievance process, it is appropriate that a body of individuals representing the organization make the final decision. It is a grievance against the organization, not the individuals representing the organizations.

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Commissioner Koval is looking at a special review team – a mini-ombudsman office might be a solution to bring in neutrality to the process.

After discussion, Elizabeth recommended a 3-member panel to resolve a patient grievance and asked the board to consider board committee panel consisting of the Chair, Secretary and the CEO to be the final arbiters for patient complaints as a short-term solution. A long-term solution will need further exploration.

D. Monthly Operation Report:

Dr. Becker and Erika Steeves reviewed the monthly operations report details. API has had consistently over 50 nursing positions unfilled due to various factors – expensive cost of travel/salaries of travelers. Hiring practices highlight compensation, experience, entry level vs. higher level staffing challenges. The one – on– one patient/staff requirements is also an issue.

E. Update: Billing and Coding Consultant (York):

Scott York shared this is a ‘work in progress’ due to vendor considerations.

VII. Old Business:

VIII. Executive Session

At 2:35 pm The API Governing Board went into Executive Session regarding patient information and discharge challenges.

The Governing Body came out of Executive Session at 3:10 pm

Next API Governing Board meeting tentatively scheduled for October 1.

IX. Adjourned:

Elizabeth King called for adjournment. Ann Ringstad motion and it was seconded Summer LeFebvre. There was no further discussion. **The motion to adjourn** was passed with unanimous consent at 3:15 pm.