

API Governing Body Meeting Minutes- Minutes

Date: October 15, 2020 / Time: 1:30 p.m. – 4:30 p.m.

Zoom

Voting Members and Ex-Officio Members	Non-Voting Members	API Staff and Behavioral Health Continuum of Care Stakeholders
X Clinton Lasley, DHSS DC FCIS	Adam Rutherford, DOC	X Tina Cochran, API CFO
X Elizabeth King, ASHNHA	Jeff Jessee, UA	X Jomarie Gleason, API QAPI Director
X John Lee, Director SDS	David Moxley, UA	Joyce Atafua, API Acting Public Health Info
X Gennifer Moreau-Johnson, DBH Director	Daniel Delfino, AHFC	Promise Hagedon, API Assistant DON
X Dr. Shane Coleman, ANHB	Elizabeth Russo, OPA	Erica Steeves, API DON
X Jason Lessard, NAMI	Dr. Helen Adams American College of Emergency Physicians	Dr. Blandford, API
X Charlene Tautfest, AMHB Member	*Alaska Academy of Family Physicians	Ronald Cowan, API Patient Advocate
Dr. Anne Zink, CMO, DHSS	Natasha Pineda, ADH Director (no longer member, need to appoint)	Dr. Audra Yewchin, API Director of Rehabilitation
X Dr. Alexander von Hafften, APA	*Anchorage Police Department	Steven Bookman, DOL
X Summer LeFebvre, ABHA	Lisa Jaehning, DLC	X Ashley Christopherson, DHSS
John Hischer, APCA	X Katie Baldwin Johnson, AMHTA	X Emily Palmer, DHSS
Adam Crum, Commissioner, DHSS	Dr. Michael Alexander API Chief of Psychiatry, MEC	Guests
X Scott York, API CEO	Beverly Schoonover, AMHB	
	Lisa Fitzpatrick, Alaska Court System	
	*Alaska Coalition on Housing and Homelessness	

Notes: “X” indicates attendance.

“E” indicates excused.

Stakeholder organizations in process of selecting a representative are depicted by ***yellow highlight**.

#	Standing Agenda Items	Lead Assigned	Discussion	Action Item	Due Date
1a.	Welcome Introductions (Roll call)	Co-Chair	Elizabeth King Attendance and call to order.	Quorum established Able to conduct GB business	Completed
1b.	Review and Approve Agenda	Co-Chair	Motion to approve agenda: Jason Lessard Second: Charlene Tautfest All in favor Motion to hold Executive Session at end of meeting: Clinton Lasley: Motion to hold executive session at end of meeting with voting members. All in favor Motion to add Letter of Appreciation to New Business Elizabeth King: Motion to add Letter of Appreciation to New Business. All in favor	Motion to Approve Agenda - Motion to hold Executive Session - Motion to add Letter of Appreciation to new business	Completed
1c.	Review and Approve Minutes	Co-Chair	Motion to approve August minutes: John Lee Second: Alexander von Hafften All in favor Motion to approve September minutes: John Lee Second: Alexander von Hafften All in favor	Moton to Approve August Minutes Motion to Approve September Minutes	Completed Completed
2a.	Items for Consent Policy Review Committee	Jomarie Gleason	Policies provided to GB prior to meeting. <ul style="list-style-type: none"> • Registration and Admission Assessment Procedure <ul style="list-style-type: none"> ○ Review effective date ○ Motion to approve: Dr. von Hafften ○ Second: Shane Coleman All in favor Policies provided to GB prior to meeting. <ul style="list-style-type: none"> • Emergency Medications after Regular Pharmacy Hours <ul style="list-style-type: none"> ○ Review effective date 	Motion to approve Policy changes as submitted Motion to approve Policy changes as submitted	Completed Completed

			<ul style="list-style-type: none"> o Motion to approve: Dr. von Hafften o Second: John Lee <p>All in favor</p>		
3a.	New Business Review of Bylaws	Dr. von Hafften	<p>As Secretary, Dr. von Hafften, reviews the bylaws and brought forward three concerns for GB consideration.</p> <p>1. GB membership - Three organizations have not had a representative for an extended period of time. Should the GB modify the bylaws to drop these three organizations? If the organizations wish to have a representative on the GB, the bylaws may be modified again. The GB decision was to not act on this issue at this time.</p> <p>2. GB membership - The Alaska Court System has sent a representative, Lisa Fitzpatrick, to the GB. Should the GB modify the bylaws to add the Alaska Court System as a non-voting GB member? The GB supported this action. Motion to add the Alaska Court System, currently represented by Lisa Fitzpatrick, as a nonvoting member of the Governing Body. Motion to approve Shane Coleman Second: Elizabeth King All approve</p> <p>3. GB election of officers and length of officer terms - The bylaws are contradictory regarding when officers are elected and the length of officer terms. Article II, Section 2: Paragraph 3 states that officers are elected for a period of one year and may be elected for other terms of that office following their first year of service. But, in subparagraphs b, c, and d; the bylaws state the Vice-Chairperson shall serve from their election until December 31 of even numbered years, the Secretary shall serve from their election until December 31 of odd numbered years, and the Treasurer shall serve from their election until December 31 of even numbered years. The subparagraphs imply officers serve a period of two years. Should the GB modify the bylaws to accomplish three things:</p>	<p>Motion to approve Alaska Court System as nonvoting member of the Governing Body</p> <p>Continued for review: officer elections and terms</p>	<p>Ongoing</p> <p>Completed</p> <p>Ongoing</p>

			<ul style="list-style-type: none"> - Modify the bylaws to be consistent – officers shall serve two-year terms? - Stagger the election of officers so that there is continuity during officer leadership transitions? - Schedule officer elections for October so that there is a 2-3-month period of overlap of outgoing officers and officer-elects? <p>The GB decision was to not act on this issue at this time. The GB requested this concern be discussed again after considering HB 175. The Secretary agreed to follow up. DC Lasley offered the assistance of Emily Palmer and Ashley Christopherson.</p>		
3b.	Letter of Appreciation - All API staff and volunteers	Elizabeth King	<p>Proposes the GB send a public letter of appreciation to all API staff, volunteers, clinicians, providers, and support staff for all they have done to support the hospital and patients during this difficult time.</p> <p>GB discussion regarding the GB appreciation of staff and thankfulness for updates regarding patient care, Covid changes, and needs.</p> <p>Motion to approve letter of appreciation to API Jason Lessard Second John Lee</p>	Motion to Approve Letter of Appreciation	Complete
4a.	Old Business COVID Updates	Chairman Lasley	<p>No big updates. Scott York will provide CEO updates.</p>	No action	Ongoing
4b.	Patient Advocacy Discussion Updates	Jason Lessard	<p>Provided information about the most recent patient advocacy meeting. Purpose of the patient advocacy meeting was discussed during that meeting. There is a need for an API ethics committee. Perhaps there could be a combined Ethics and Patients' Rights Committee? This is a work in progress.</p> <p>Recommendations from the most recent patient advocacy meeting:</p> <ul style="list-style-type: none"> - 9-member Ethics & Patients' Rights Committee - 3 persons from API: 1 nurse, 1 staff, 1 other - Minimum of 2 persons with lived experience (former patient and/or family member of former patient) - At least one person from the Alaskan Native community - At least one person living off the road system 	Motion for GB to ask outside parties about willingness and interest in being part of an Ethics & Patients' Rights Committee	Ongoing

			<ul style="list-style-type: none"> - At least one attorney not affiliated with the SOA - A member may be in more than one stakeholder category <p>Motion for GB to reach out to contacts to determine willingness and interest to participate in an Ethics & Patients' Rights Committee. Dr. von Hafften Second: Shane Coleman</p>		
4c.	WICHE Feasibility Report Workgroup Update	Dr. von Hafften	<p>Dr. von Hafften summarized the history of the GB's WICHE workgroup. The workgroup does not believe there is sufficient information for the workgroup to make a recommendation to the GB regarding the four specific operational scenarios. The workgroup endorses as recommendations, the considerations raised by WICHE regardless of operational scenario. The workgroup will finalize and forward a written summary to the GB.</p> <p>DC Lasley: So much has changed since this report was completed and it uses 2019 information. However, if there is a recommendation, we would bring it forward to the Commissioner and then to the Governor.</p> <p>Call for public comments. No public comments</p>	No action needed. Written summary of workgroup recommendations to the GB to be provided.	Ongoing
5a.	API Reports CEO Report	Co-Chair Scott York	<p>October goal was to increase capacity. Hit 60 before October 1st.</p> <ul style="list-style-type: none"> - There have been some concerns with high needs clients/patients and early career staff but working through this. <p>Hopes to open Chilkat for adolescents by January 18th.</p> <ul style="list-style-type: none"> - Charting each step needed to make this happen - Have hired nurses with child and adolescent experience - Working to hire a psychiatrist and additional clinical staff such as art therapists <p>Working with DJJ on Trauma Informed Effective Reinforcement (TIER) training.</p>	No action	Completed

			<p>Have met with collective bargaining unit leaders to increase communication and have a common forward-looking plan – we need to work together toward shared goals.</p> <p>Working on a SharePoint portal so that GB members may get an email when updates are posted. This will include an API meeting calendar and QAPI updates. Proposed content will not duplicative information of these meetings or informational items in response to GB requests. GB discussed and requested that QAPI dashboard information be on the portal and distributed prior to quarterly meetings.</p> <p>As a part of the DLC lawsuit settlement, beginning October 1, a community dashboard regarding admissions and bed availability has been created.</p> <p>Asking for support to approve a Telehealth agreement. Telehealth would be less expensive than continuing to use locum tenens.</p>		
5b.	Credentialing Approval	Scott York	<p>Motion to approve Stacy Johnson ANRP for credentialing. Materials distributed prior to meeting. Motion to approve: Jason Lessard Second: Summer LeFebvre</p>	Motion to Approve Stacy Johnson APRN	Completed
5c.	QAPI Report and Environment of Care	Jomarie Gleason	<p>QAPI report provided prior to meeting</p> <ul style="list-style-type: none"> - Site visit by EOC to determine what actions and planning are needed prior to Joint Commission reaccreditation in 2021. - Continuing to replace fire doors. - Continue to be in 100% compliance. - Started flu vaccine clinic with goal of over 66% staff compliance. - Reviewed slides for Seclusion and Restraints. 	No action needed	Completed
5d.	Nursing Update	Erica Steeves	<p>Report distributed prior to meeting. Scott York summarized nursing updates.</p>	No action needed	Completed
5f.	CFO Report	Tina Cochran	<p>Admissions Officer 1 position filled. Reviewing provider agreements and making updates as needed.</p>	No action needed	Completed

			<p>3:53: Motion to go into executive session to discuss a current recruitment candidate. Motion: Dr. von Hafften Second: Elizabeth King</p> <p>4: 22: Executive session completed. GB unanimously agreed to continue credentialing process for specific recruitment candidate.</p> <p>Meeting adjourned at 4:23</p>		
--	--	--	---	--	--

Next Meeting: December 17, 2020

Minutes prepared by: Ashley Christopherson

Approved by: _____