

**Alaska Psychiatric Institute
Governing Body
December 17, 2020 Meeting
Minutes**

I. Call to order

Elizabeth King called the regular meeting of the Alaska Psychiatric Institute Governing Body to order at 1:33 PM on December 17, 2020 via Zoom.

II. Roll call

Elizabeth King conducted a roll call.

The following persons were present:

Voting:

Elizabeth King (ASHNHA)
John Lee (DHSS, Director SDS)
Gennifer Monroe-Johnson (DHSS, Director DBH)
Dr. Shane Coleman (ANHB)
Jason Lessard (NAMI)
Charlene Tautfest (AMHB)
Dr. Alexander von Hafften (APA)
Summer Lefebvre (ABHA)
Scott York (API, CEO)

Non-Voting:

Adam Rutherford (DOC)
Katie Baldwin Johnson (AMHTA)
Lisa Fitzpatrick (Alaska Court system)
Beverly Schooner (AMHB)
Promise Hagedon (API, Assistant DON)
Erica Steeves (API, DON)
Dr. Michael Alexander (API, Chief of Psychiatry)
Jomarie Gleason (API, Director QAPI)
Dr. Audra Yewchin (API, Director Rehabilitation)
Tina Cochran (API, CFO)
Jake Carbaugh
Emily Palmer (DHSS)
Ashley Christopherson (DHSS)

Guests:

None

The following persons were not present:

Voting and Non-Voting:

Clinton Lasley (DHSS, Deputy Commissioner FCIS)
Dr. Anne Zink (DHSS, CMO)
John Hirscher (APCA)
Jeff Jessee/David Moxley (UA)
Daniel Delfino (AHFC)
Elizabeth Russo (OPA)
Dr. Helen Adams (ACEP)
Lisa Jaehning (DLC)
Beverly Schoonover (AMHB)
Ronald Cowan (API, Patient Advocate)
Steven Bookman (DOL)

Organizations without current Governing Body representatives:

Alaska Coalition on Housing and Homelessness
Alaska Academy of Family Physicians
Anchorage Department of Health
Anchorage Police Department

III. Approval of Agenda

- a) Motion to approve: Dr. von Hafften
- b) Second: John Lee
All approve

IV. Approval of minutes from the October 15, 2020 meeting

- a) Motion to approve: Summer Lefebvre
- b) Second: Charlene Tautfest
All approve

V. Items for Consent

- a) **API P&P Assess 050-07.01** (distributed prior to meeting)
Screening Court-Ordered Admissions – Assessment
Questions: What does ASO do when someone is on the waitlist?
Answer: Ashley Christopherson, Statewide DES/DET Coordinator, communicates with ASO daily about waitlist and bed availability.
Comment: Paragraph 3.14 - failed discharges (patient readmitted within 24 hours). Make sure there is communication with guardian if applicable.
 - i) Motion to approve: Dr. von Hafften
 - ii) Second: John Lee
All approve
- b) **API P&P Assess 030-60** (distributed prior to meeting)
ASO Communications Procedure - Assessment

- i) Motion to approve: Dr. von Hafften
- ii) Second: Dr. Share Coleman
All approve

- c) **API P&P IC 100-01** (distributed prior to meeting)
COVID-19 Testing – Infection Control
 - i) Sets guidelines around practice
 - ii) Edit suggested: Typo 4.2.8.1
 - (a) Motion to approve: Dr. von Hafften
 - (b) Second: John Lee
All approve

- d) **API P&P COC-030-13.01** (distributed prior to meeting)
Against Medical Advice (AMA) Discharge Request – Patient Care
 - (a) Motion to approve: Dr. Shane Coleman
 - (b) Second: Dr. von Hafften
All approve

- e) **API P&P PC-050-05.05** (not distributed prior to meeting)
Treatment Planning – Patient Care
Deferred to next meeting

- f) **API P&P PC-01-01** (distributed during meeting)
Escalation of Care – Patient Care
 - i) Process for any staff who have a concern regarding the care of a patient.
 - ii) Clarify “issue of concern” may be a patient’s treatment plan and/or the behavior of a licensed individual practitioner regarding a patient.
 - (a) Motion to approve: Dr. von Hafften
 - (b) Second: Dr. Shane Coleman
All approve

Question: Is there a policy committee at API but no Governing Body policy committee?
 Answer: Board members attend API policy meetings as representatives. Dr. Zink was the lead but Elizabeth King has been the lead since the beginning of the COVID pandemic.

Question: Does the Governing Body approve policies or just procedures?
 Answer: The Governing Body approves both day to day “desk procedures” and policies and procedures.

VI. New Business

- a) No new business

VII. Old Business

- a) Follow up regarding the November 17, 2020 anonymous letter of concern
 - i) Thank you to Scott York for help and letter

- ii) Ombudsman will be contacting Governing Body members. We do not have a timeline regarding the investigation or final report.
- b) WICHE Feasibility Study Governing Body Workgroup
 - i) Thank you to everyone who worked on this project
 - ii) Request by some Governing Body members for DHSS's conclusion and plan since it is unknown what happens next
- c) Request for about Pharmacy Consolidation project
 - i) Emily Palmer and Scott York provided some information. This item will be on the agenda for the next Governing Body meeting

VIII. Public Comment

- a) Public comment period at 2:26 pm
- b) No public comments received

IX. API Updates

- a) CEO Update:
 - i) Thanked the Governing Body for letter of appreciation to API staff
 - ii) All 80 COVID vaccines administered today
 - iii) Director of Clinical Services position approved, 2-3 candidates, working on staffing forensics and rehabilitation services
 - iv) Continuing MOU with DOC
 - v) Chilkat opening rescheduled to April 1
 - vi) CARES Act- two projects funded
 - vii) DLC settlement- continuing to get information and updating
 - viii) Creating Governing Body SharePoint
 - ix) Discussion regarding API nursing station "bubbles." Some questions and concerns, will discuss again during next Governing Body meeting
 - x) CMS site visit in response to an allegation
 - (a) Preliminary CMS conclusion: Allegation unsubstantiated
 - (b) One citation regarding staff COVID testing prior to written infection control policy
 - (c) Response to CMS due by December 27, 2020
- b) Medical Staff
 - i) Dr. Robert Long, Medical Staff privileging (information distributed prior to meeting)
 - (a) Approval: Dr. von Hafften
 - (b) John Lee
All approve
 - ii) Dr. Joe Pace, locum, finishes December 18, 2020
 - iii) Dr. Laura Swogger, staff psychiatrist, on board and providing clinical care
 - iv) Dr. Josh Sonkiss, staff psychiatrist, begins January 4, 2021

X. Adjournment

Elizabeth King adjourned the meeting at 3:10.

Minutes completed by: Ashley Christopherson

Minutes reviewed by: Dr. von Hafften

Approved by Governing Body: