

API Governing Body Meeting Minutes - Minutes

Date: April 23, 2020 / Time: 1:30 p.m. – 4 p.m.

WebEx

Notes: “X” indicates attendance.

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

	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	Dr. Anne Zink, CMO, DHSS		Jeff Jessee, UA	x	Jomarie Gleason, API
X	John Lee, Director SDS		Daniel Delfino, AHFC	X	Ron Cowan, API
X	Gennifer Moreau-Johnson, DBH Director		Alaska Coalition on Housing and Homelessness	x	Mark Kraft, API
X	Dr. Shane Coleman, ANHB	X	Elizabeth Russo, OPA	X	Promise Hagedon, API DON
X	Jason Lessard, NAMI	x	Dr. Helen Adams American College of Emergency Physicians	X	Dr. Blandford, API
X	Charlene Tautfest, AMHB Member		Alaska Academy of Family Physicians	X	Erica Steeves, API QAPI Director
X	Elizabeth King, ASHNHA	X	Natasha Pineda, ADH Director	X	Audra Yewchin, API OT
X	Dr. Alexander von Hafften, APA		Anchorage Police Department	x	Beverly Schoonover, AMHB
X	Summer LeFebvre, ABHA		Joanna Cahoon, DLC (Chad Hansen for Joanna Cahoon)	X	Ashley Christopherson, DHSS
X	John Hischer, APCA		Katie Baldwin Johnson, AMHTA		Steven Bookman, DOL
	Adam Crum, Commissioner, DHSS	X	Dr. Michael Alexander API Chief of Psychiatry, MEC		Guests
X	Scott York, CEO API				Chad Bolduc, SOA HR Consultant
					Kim Hays, AK AFL-CIO
					Miguel Rohrbacher, APEA-AFT
					Lake Williams, IUOE Local 302
					Samantha Harris, ASEA
					Benthe Mertle-Posthumus
					Jeff Kasper, APEA
					Jake Metcalfe, ASEA/AFSCME

#	Standing Agenda Items	Lead Assigned	Discussion	Action Item	Due Date
1a.	Welcome Introductions (Roll call)	Co-Chair	<u>Elizabeth King</u> : Attendance and call to order.	Quorum established. Able to conduct Governance business.	Completed
1b.	Review and Approve Agenda	Co-Chair	Motion to approve agenda: Summer LeFebvre Second: Jason Lessard All in favor Q: will we discuss COVID? A: Yes, in API reports	Agenda approved	Completed
1c.	Review and Approve Minutes	Co-Chair	Approval of minutes, no edits Motion to approve minutes: John Lee Second: Charlene Tautfest All in favor	Minutes approved	Completed
1d.	CEO Introduction	Chairman Lasley	Introduction of Scott York as CEO of API - Mr. York has 35 years of experience in behavioral health care settings, treatment facilities and residential care facilities. - Thanked Mr. York for coming up early to assist with the leadership transition during this difficult time.	No action necessary	Completed
	Items for Consent				
2a.	Policy Review Committee	Erica Steeves	Two items to approve: - Extended use mask policy ICOC and respiratory plan - Respiratory plan: had voting members review, fit test and trained for N95 or alternative - Provided to voting members for review and edits. Provided to all on agenda prior to meeting Motion to approve: Dr. Zink Second: Shane Coleman	Approval of policies	Completed
2b.	Environment of care	Erica Steeves	Last meeting discussed the need for a goal. Since that meeting the safety officer has resigned. Scott will take lead on this and present at the May meeting	No action	Continued

2c.	Ad Hoc Finance SubCommittee	Tina Cochran	Have not held one since March meeting	No action	Completed
New Business					
3a.	Bylaws Review	Dr. Von Hafften	Reviewed and updated bylaws including who is on the Governing Body (voting, nonvoting, staff) Updated review date Will review officer positions in September/October Motion to adopt updated bylaws date: Jason Lessard Second: John Lee	Motion to approve updated bylaws	Completed
3b	Wellpath Update	Dr. ? (did not catch)	Written update will be provided to members prior to meeting allowing time at meeting for any questions	No action	Completed
3c.	ASEA Discussion and Q&A	Jake Metcalf	Introduced who he is: ASEA Local 52, union representing over 200 employees at API -Sent letter to API GB -Discussed 2017feasibility study to privatize -Has concerns with contracted WICHE feasibility study and it not being completed in time -Concerns with Wellpath Co-Chair Elizabeth King stated that a subcommittee work group will be set up and invite will be sent so we can discuss specifics Ashley Christopherson collected names of those who want to be included (since meeting have learned this must be publically noticed)	Create and notice feasibility work group	Ongoing
Old Business					
4a.	EDIE Update	Dr. Zink	No update at this time	No action necessary	Completed
4b.	HB175	Co-Chair	Session is still on hold, likely no action upon continuation of session Will keep on the agenda to continue to review	No action necessary	Continue to monitor

4c.	WICHE Feasibility Report Workgroup	Dr. Von Hafften	Full study and a summary were sent out to members prior to meeting Question: Can people call in? A: yes, will provide (note it must be publically noticed 14 days prior) Q: If we have items to address how do we do so? A: Questions or concerns can be directed to Ashley Christopherson Dr. Von Hafften acknowledged and thanked Jake Metcalfe for his letter in response to the study. Next meeting: Friday, April 24 th at 2 PM Additional Q: is PCG available to review? A: yes, all reports are posted on API website under study and reports	Notify GB and public to next subcommittee meeting	Ongoing
5a.	API Reports CEO report	Scott York	Mr. York provided written updates that were sent out to the group prior to this meeting (CEO update) Highlights: <ul style="list-style-type: none"> - Denali is set up to become the isolation unit if needed. A great deal of effort went into ensuring safety and protocols were followed - Introduced Tina Cochran as new CFO at API - API will be looking at structure and efficiency in staff and reporting out to GB - Driving up the forensic work, Dr. McConnell will be leading this - Staff engagement: <ul style="list-style-type: none"> Would like to see PNA's more involved and run group for patients. More ownership Audra started a staff engagement committee - Organizational chart updates: <ul style="list-style-type: none"> Tina and Scott will be splitting COO duties Promise- assistant Director of Nursing Safety officer resigned, searching for new hire QAPI- posted, Jomarie is acting Education manager- hiring 	No action needed	Completed
5b.	CFO Update	Tina Cochran	Written CFO update provided to group prior to meeting Contracts: Wellpath extended until June 30 th Budget: <ul style="list-style-type: none"> - Questions about chilling system fluids (glycol) Q: any capital needs not in the budget: A. These items are all approvals	No action	Completed
5c.	Staffing	Scott York	One injured and off duty		

6.	Public Comment	Co-Chair	<p>Two on light duty Q: staff off work due to assault? A: not sure but will find out</p> <p><u>Elizabeth King:</u> Asked for public comment. No comments.</p>	No comments	Continued
5d.	API Reports Continued	Erica Steeves	<p>Review of dashboard (materials provided & shown on screen) Infection prevention role changed -One challenge is unlike most hospitals they can't have hand sanitizer left out. Working on ways to continue to make accessible to staff but not patients without supervision -Clinical care: work in progress -Treatment plans: continue to work on and update Q: Regarding readmission rate at QI (numbers on dashboard) and what is it due to A: Not sure about all patients but few are readmitted end of March. Some efforts to get placement have taken a while others could be cases of assault where a patient went to DOC then returned</p> <p>Med Management:</p> <ul style="list-style-type: none"> - Director of Pharmacy working on quality improvement plan to scan barcodes - Additional safety measures and checks and balances in place - Low report of concern <p>Patient Safety</p> <ul style="list-style-type: none"> - Working on RFP to try to figure out a data system <p>API Pandemic Response</p> <ul style="list-style-type: none"> - Staff screened daily - All staff wear masks (type depending on exposure level) - Extra cleaning on high touch surface areas <p>Staffing:</p> <ul style="list-style-type: none"> - Working with HR on remote hiring practices <p>Isolation unit:</p> <ul style="list-style-type: none"> - API was not designed for isolation, it was built with large common areas to bring people 	No action	Completed

<p>5d Cont.</p>	<p>API Updates</p>	<p>Erica Steeves</p>	<p>together which creates a challenge during this time.</p> <ul style="list-style-type: none"> - Denali has been closed and will be utilized if needed <p>Denali can change airflow Evaluating PPE and needs Staff have volunteered to work if needed Provided additional training</p> <p>Q: How is API planning for isolation for COVID positive? A: Not our intent to take care of patients who are positive but have 20 volunteer staff who are trained in more specific methods. API is planning for worst case scenario</p> <p>Limiting the number of patients in each unit We don't think it's the best choice to be cared for here unless there are no other options</p> <p>Q: where should they go? Is there another location we could stand up? A: There are concerns with just placing a patient in the</p> <p>isolation area we are creating, it limits staff and heavy burden on facility</p> <p>Q: Has API declined any positive patients? A: No. Other sites are testing</p> <p>DC Lasley: we have been in constant communication to try to find solutions and work with communities/DETs/Hospitals who need placements Erica Steeves: we have walked through with each volunteer staff and show how to handle additional cleaning, PPE, provide meds, etc. Being as proactive as possible and prepared for the worst case scenario</p> <p>Q: how will a positive case/isolation change the census? A: Hypothetical until we know exacts but if there are less than 5 positives it would likely keep census around 45 people. If we had more than 5 positives it would lower the census total to about 40.</p> <p>Q: are vital signs checked twice daily? A: Yes, temperature and symptoms including pulse</p>	<p>No action</p>	<p>Completed</p>
<p>5e.</p>	<p>OT/RT Report</p>	<p>Audra Yewchin</p>	<p>Included three documents with materials Recruiting for OT I position Creating department handbook to help onboarding Creating steps for weekend/weekday program mirroring</p>	<p>No Action Needed</p>	<p>Completed</p>

5f.	Psych Update	Dr. Brad McConnell	<p>Working on employee engagement program to have more staff input, particularly staff who don't typically take leads</p> <p>Forensic Taku unit programing</p> <ul style="list-style-type: none"> - More evidence based work - Creating task force with nursing, psych, psychology - Revisiting the handbook - Working on how to use best practices - Reached out about forensic evals remotely - Hired forensic psychologist, no start date due to COVID 	No action needed	Completed
5g.	Social work update	Scott York	<p>This update was sent in for GB review</p> <p>No questions</p>	No action needed	Completed
6 Cont.	Public Comment	Co-chair	<p><u>Elizabeth King:</u> Asked for public comment.</p> <p>No comments.</p>	No comments, public comment period closed	Completed
7.	Closing remarks	Chairman	<p>DC Lasley: Would like opportunity to continue more conversation around COVID. Asked for names of those interested</p> <p>Dr. Alexander, Erica Steeves, Adam Rutherford (DOC), Gen, Jasson Lessard, Charlene</p> <p>4 PM Motion to adjourn</p> <p>Motion: Jasson Lessard</p> <p>Second: Summer LeFebvre</p>	Ask to continue COVID discussion	Continued

Next Meeting: May 21, 2020

Minutes prepared by: Ashley Christopherson

Approved by: _____