

## API Governing Body Meeting Minutes - Minutes

Date: May 21, 2020 / Time: 1:30 p.m. – 4 p.m.

**WebEx**

	<b>Voting Members and Ex-Officio Members</b>		<b>Non-Voting Members</b>		<b>API Staff and Behavioral Health Continuum of Care Stakeholders</b>
X	Clinton Lasley, DHSS DC FCIS		Adam Rutherford, DOC	x	Tina Cochran, API CFO
X	Elizabeth King, ASHNHA	x	Jeff Jessee, UA/David Moxley	x	Jomarie Gleason, API
X	John Lee, Director SDS		Daniel Delfino, AHFC	x	Kristen Jorgensen, Wellpath
X	Gennifer Moreau-Johnson, DBH Director		Alaska Coalition on Housing and Homelessness	x	Joyce Atafua, API
X	Dr. Shane Coleman, ANHB		Elizabeth Russo, OPA	X	Promise Hagedon, API DON
X	Jason Lessard, NAMI	x			Dr. Blandford, API
X	Charlene Tautfest, AMHB Member		Alaska Academy of Family Physicians	X	Erica Steeves, API QAPI Director
X	Dr. Anne Zink, CMO, DHSS	X	Natasha Pineda, ADH Director	X	Audra Yewchin, API OT
X	Dr. Alexander von Hafften, APA		Anchorage Police Department	x	Steven Bookman, DOL
X	Summer LeFebvre, ABHA	x	Joanna Cahoon, DLC	X	Ashley Christopherson, DHSS
	John Hischer, APCA	x	Katie Baldwin Johnson, AMHTA		
	Adam Crum, Commissioner, DHSS	X	Dr. Michael Alexander API Chief of Psychiatry, MEC		<b>Guests</b>
X	Scott York, CEO API	x	Beverly Schoonover, AMHB		Erick Crowder, Hall, Render Law (Med Staff Bylaws update)
		x	Lisa Fitzpatrick, Alaska Court System		

**Notes:** "X" indicates attendance.

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	<u>Elizabeth King:</u> Attendance and call to order.	Quorum established. Able to conduct Governance business.	Completed
1b.	Review and Approve Agenda	Co-Chair	Request to move Med Staff bylaws discussion up to accommodate guest and outline the EOC plans <b>Motion to approve agenda: Jason Lessard</b> <b>Second: Summer LeFebvre</b> All in favor	Agenda approved	Completed
1c.	Review and Approve Minutes	Co-Chair	Approval of minutes, no edits <b>Motion to approve minutes: John Lee</b> <b>Second: Jason Lessard</b> All in favor	Minutes approved	Completed
2.	<b>Items for Consent</b> Environment of Care	<b>Jo Marie Gleason</b>	EOC Plan Goals were missing in the last meeting. Erica: API met with team in 2019 to help review but did not identify goals. It was recommended to have goals that can be tracked and are directly related to plan Need motion to approval EOC Plan Goals Q: Are people comfortable with these or feel we need to review each of them? Erica: We are working with a new safety committee and continue to review these but used all available information and have reviewed in house multiple times. The board will be updated as we review these <b>Motion to approve: Summer LeFebvre</b> <b>Second: Scott York</b>	Motion to approve EOC Plan Goals	Completed

<p><b>3a.</b></p>	<p><b>New Business</b> Medical Staff Bylaws</p>	<p><b>Dr. Alexander</b></p>	<p>Engaged lawyer and firm to assist API Medical staff has been involved and reviewed these line by line John Lee: reviewed these and after many years of experience I am confident in these as well <b>Motion to approve:</b> John Lee <b>Second: Jason Lessard</b> <b>All in favor</b></p>	<p>Motion to approve Medical Staff bylaws</p>	<p>Completed</p>
<p><b>3b</b></p>	<p>COVID Discussion</p>	<p><b>Clinton Lasley, Chairman</b></p>	<p>COVID positive planning: -no positives yet -Potential space at facility across from API was considered but did not work out</p> <p>Staff testing: -Need state level discussion and review with LAW and the union What happens in even of refusal?</p> <p>Scott: Not a lot has changed since last meeting Screening all staff as they come in Locums/travel nurses are quarantining 14 days before working Not open to visitation but will revisit in a couple of weeks Groups: starting to discuss opening these up again</p> <p>Dr. Alexander: Looking at starting process to open facility while following state mandates and recommendations There is a separate unit for risky patients All patients who come in get a COVID screen ANMC has helped out and now Providence can with rapid tests</p> <p>Question: the unit for risky patients is that the most vulnerable? Answer: yes, most vulnerable</p>	<p>No action</p>	<p>Ongoing</p>

		<p>Dr. Zink: thank you for all the work preventing COVID. Does staff screening include temperature and symptoms?  Answer: anyone who comes in gets a temperature and symptoms daily  Clinton Lasley: Any additional questions on testing? We will work with union parents for additional work  Dr. Zink: staff and patient testing is crucial. ANMC is testing staff every week. Testing availability is changing rapidly  Helen Adams: question on false positives and viral shedding. Dr. Zink response regarding testing and Epidemiology work to review</p> <p>Clinton Lasley: Ask of Steven Bookman to provide legal insight to patients who refuse to be tested  Steven Bookman: Two ways to address: If coming to DET and think they've been exposed (have probable cause) the provider could call Public Health Authority and order for isolation and testing  Other way, file a motion in civil commitment and ask the judge who ordered the evaluation to also order a test. Either way, they have a right to a public defender and hearing.  Have to consider if they really think there was risk of exposure or just being cautious  Dr. Zink: From a health perspective; a 14 day quarantine is more accurate than a test since there is a significant chance of a false negative in testing. We would support quarantine if refusing to test  Shane Coleman: in all residential, doing pre-admin and 14 day quarantine in separate part then another test before entering. What happens if positive and not sick enough for hospital but can't enter API?  Clinton Lasley: API was not designed for a negative pressure room or isolation  API has worked hard to keep COVID out and really case by case for these circumstances. Best to be in a situation where they can be isolated and receive medical</p>		
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			<p>Dr. Zink: Agreed, in other places we have asked communities to have a place for them to isolate. It's a challenge to get hospitals to accept especially with DET facilities where the hospital ER and DET are in the same area.</p> <p>Gen Moreau-Johnson: I have had ongoing conversations with DET facilities. They are preparing to accept positive cases. Addressing case by case basis and testing before admitting to the facilities.</p> <p>Might consider having the DET's come to the next meeting to discuss in more detail</p> <p>Summer: Are there administrative policies at API related to tuberculosis? Not the same but I have seen other hospitals refer to those guidelines for those coming from the community</p> <p>Erica: testing policy upon admit but will get more information</p> <p>Clinton Lasley: don't want to take up much more time but we will continue to have this topic on the agenda</p> <p>Motion to invite DET facility leads to next GB meeting</p> <p><b>Motion to approve: Gennifer Moreau-Johnson</b> <b>Second: Elizabeth King</b></p>		
2b.	Items for Consent (revisit)	Scott York	<p>Scott asked the group to go back up to items for consent so they can review policies that weren't presented</p> <p>Five policies were attached to invite for review</p> <p>Walked through changes in policies including language edits and effective date updates.</p> <p><b>Motion to approve: Summer LeFebvre</b> <b>Second Charlene Tautfest</b></p>	Motion to approve policies	Completed
3b.	Return to new business Patient Advocacy Discussion	Jason Lessard	<p>When reviewing bylaws last December the group looked at a Patient Advocacy Board to review any appeals to grievance process. We have not had any of these. Looked at what board can do outside that process and spoke to community members about needs. There is a</p>	No action needed	Ongoing

<p>3C.</p>	<p>Consultation support letter</p>	<p><b>Elizabeth King</b></p>	<p>lot of interest in looking at trends and providing feedback to the board aside from just grievances. Reached out to Scott York and suggested merge ethics committee with this. Wanted to give an update before moving forward.  Scott York: Received an email from Wellpath reminding us to create an ethics committee and thought this could be a good place to bring in ideas and community voices.  Jason Lessard: I have done a lot of research and reviewed studies on effectiveness of ethics committees and recommend that the committee be made up staff and community including past patients and their families. There is a lot of value in having community links and support. One step towards building rapport with the community and being transparent in GB efforts. Will provide more information at next meeting.</p> <p>Wellpath contract ends June 30. The provided letter asks for support for consolation we will lose with that contract.  Scott York: once they are gone we need to keep up on items such as compliance and this is difficult to manage on top of all other priorities.  JoMarie is getting some training on this and we can try to assess who would be able to cover some but there are a lot of updates, changing policies and needs that come from outside API  Looking to do an RFP and find a company to assist  John Lee: This is a very technical deal- the guidelines and regulations are always changing so it's critical to have someone to help keep up with these  Elizabeth King: The letter drafted supports this. Any comments or questions? If none, would like to vote to go forward  <b>Motion to approve letter as is: Dr. Von Hafften</b>  <b>Second: John Lee</b>  <b>All in favor</b></p>	<p>Motion to approve consultation support letter</p>	<p>Completed</p>
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4a.	<b>Old Business</b> EDIE Update	<b>Elizabeth King</b>	Had a conversation with Heidi Langdorfer API, Collective Medical and HealtheConnect met in March API, HIE (HealtheConnect) are linking and funding from OSMAP is moving forward Looking at new routes to be less expensive and need a security plan in place	No action needed	Completed
4b	WICHE Feasibility Report Workgroup	<b>Dr. Von Hafften</b>	Group met April 24 <sup>th</sup> to review and determine how to bring forward to GV Learned that we need to follow Alaska Open Meeting Act and will have not met since in order to provide ample public notice time. Next steps: <ol style="list-style-type: none"> <li>1. Reschedule meeting</li> <li>2. Schedule with Jake Metcalf (requested)</li> <li>3. Submit written questions and request written response to GB</li> </ol>	No action needed	Ongoing
5.	Public Comment	<b>Elizabeth King</b>	No public comment	No comments, public comment period will remain open	
6a.	<b>API Reports</b> CEO report	<b>Scott York</b>	Provided group written updates Highlights: Trying to support and think of creative ways to thank staff for hospital appreciation week Continue updating morning huddle to provide the best information Have a number of medical cases that aren't the best fit for API. Staff is working hard to do what they can to support the needs and are providing a great deal of additional care and support. <ul style="list-style-type: none"> <li>- Thankful for medical team for stepping up</li> </ul> Department meetings:	No action needed	Completed

6b.	CFO Update	<b>Tina Cochran</b>	<ul style="list-style-type: none"> <li>- Meeting with each department head to understand staff needs and productivity</li> <li>- Hope to review needs and review open PCN's</li> </ul> <p>Wellpath Transition</p> <ul style="list-style-type: none"> <li>- Preparing as if June 30 is the end of contract</li> <li>- They currently cover 5 positions and need to assess needs if they leave</li> </ul> <p>Strategic planning</p> <ul style="list-style-type: none"> <li>- Planning with API leadership and want to provide input for needs and future</li> </ul> <p>Question: will this be something you will review at next month's GB meeting? Scott: yes and ongoing as we continue to work on this</p> <p>Moving quickly through recruitment, 24 PCN hires at different stages</p> <ul style="list-style-type: none"> <li>- Offered 7 positions today</li> <li>- 6 separations this month</li> </ul> <p>Budget</p> <ul style="list-style-type: none"> <li>- Shortfall</li> <li>- Some collection of revenue from prior years that was over compensation, working on getting</li> <li>- Nurse call system is needing updates and met with DOT to review. Likely start in fall</li> </ul>	No action needed	Completed
6c.	QAPI	<b>JoMarie Gleason</b>	<p>QAPI reports and slides provided to group prior to meeting and in meeting materials attached.</p> <p>As a group reviewed:</p> <ul style="list-style-type: none"> <li>- QAPI Overview Slides</li> <li>- Suicide Risk Slides</li> <li>- UOR Trend slides</li> <li>- QAPI Dashboard</li> <li>- Seclusion and restraint Slides</li> <li>- Patient Advocacy Data PowerPoint</li> </ul>	No action needed	Completed

6d.	Medical Staff Review	<b>Dr. Alexander</b>	<p>Questions and feedback provided for each PowerPoint and ensuring get the most accurate picture of information  General feedback is that reports are extremely helpful and provide the Governing Body with insight to the work the hospital is doing. Staff at API will continue to update and review information they are presenting</p> <p>Medical staff review and updates provided prior to meeting  Requesting motion to approve credentials of staff discussed  <b>Motion to approve: John Lee</b>  <b>Second: Dr. Von Hafften</b>  <b>All in favor</b></p>	Motion to approve staff credentials	Completed
6e.	Nursing Review	<b>Erica Steeves</b>	<p>Summary provided prior to meeting</p> <ul style="list-style-type: none"> <li>- Still openings and significant turnover/transition</li> <li>- Completing interviews with leadership and asking “why choose to work at API? Why stay during the transitions?”</li> <li>- Looking at development, promotion and support to continue in leadership positions</li> <li>- Promise and Erica are working weekly with leaders to form a better team</li> </ul>	No action needed	Completed
	Public Comment	<b>Elizabeth King</b>	Ask for public comment, no follow up	Public Comment Closed	Completed
	Closing remarks	<b>Chairman</b>	<p>Clinton Lasley final thoughts:</p> <ol style="list-style-type: none"> <li>1. Budget concerns- every day learning new item not accounted for. Tina has asked staff at API to really look at items and close any out so we can have a clean slate for FY2021</li> <li>2. Would like to commend staff and leadership at API for being flexible and really working through a lot of changes. Building trust and moving</li> </ol>	No action needed	Completed

			forward despite a lot of changes and concerns in the past		
			4 PM Motion to adjourn <b>Motion: Jason Lessard</b> <b>Second: Scott York</b>		

Next Meeting: June 18, 2020

Minutes prepared by: Ashley Christopherson

Approved by: \_\_\_\_\_