

GOVERNING BODY MINUTES

Monday – May 8, 2023 (1st Quarter meeting) – 9:00 a.m.
NDSH - LRC – 2nd Floor Conference Room/Teams

Members Present/Absent:

- Pam Sagness, Chairperson
- Dr. Eduardo Yabut, Medical Director/Interim Superintendent
- Carlotta McCleary, Executive Director, Mental Health America of ND
- Representative Karen Rohr
- Deborah Jendro, Consumer-at-Large
- Allison Hicks, Attorney General's Office
- Dr. Shelly Peltier, Tribal Representative
- Donna Aukland, Fiscal Administration
- Jeff Stenseth, Regional HSC Director
- Chris Jones, HHS Commissioner
- Arnold Strebe, Director of Admin Services

Call to Order: Call to order 9:04 a.m.

Approval of Minutes: MOTION by Dr. Yabut – *Approve December 12, 2022, minutes*, and a second by Donna Aukland. Unanimous approval.

Old Business:

- **Forensic Evaluation/Satisfaction Surveys – Dr. Courage**

Discussion: Dr. Courage reported that many evaluations were submitted to the courts and surveys were sent to the attorneys, only a few were returned. She has contacted attorneys and has now received more feedback. There was question regarding forced meds and if clients do receive meds in jail, Dr. Yabut was able to elaborate on this subject and the medication taking and refusal of meds.

Recommendation: She will be using a different system next quarter, hopefully it is more effective. Feedback that was received was very positive.

Follow-up: Update September meeting.

New Business:

- **New Medical Staff Credentialing – Dr. Yabut**

Discussion: Dr. Yabut presented Jennifer Ekern, Dr. Julius, and Dr. Bastawrous for credentialing. Dr. Courage presented Dr. Samuelson for credentialing.

Recommendation: Roll Call vote taken on all.

Dr. Samuelson: MOTION by Dr. Yabut – *Approve credentialing*, and a second by Donna Aukland.

Yes – Aukland; McCleary; Rohr; Yabut; Jendro; Peltier; Stenseth; Sagness

Jennifer Ekern: MOTION by Donna Aukland – *Approve credentialing*, and a second by Dr. Peltier.

Yes – Aukland; McCleary; Rohr; Yabut; Jendro; Peltier; Stenseth; Sagness

Dr. Julius: MOTION by Jeff Stenseth – *Approve credentialing*, and a second by Dr. Peltier.

Yes – Aukland; McCleary; Rohr; Yabut; Jendro; Peltier; Stenseth; Sagness

Dr. Bastawrous: MOTION by Dr. Yabut – *Approve credentialing*, and a second by Donna Aukland.

Yes – Aukland; McCleary; Rohr; Yabut; Jendro; Peltier; Stenseth; Sagness

Follow-up: All unanimously approved for credentialing.

- **Medical Staff Resignation and Retirement – Dr. Yabut**

Discussion: Dr. Cleasby and Dr. Troxclair have resigned. They were both fourth year psychiatric residents that were doing parttime work and on-call coverage and they have now both moved to fulltime positions. Linda Regan, NP, has retired after nine years. She will return parttime to provide coverage on the units when staff are out, possibly completing physical exams in the Consult Clinic and providing some help with women's health.

Recommendation: No recommendations.

Follow-up: No follow-up needed.

- **Legislative Review – Pam Sagness**

Discussion: Pam provided some overview issues related to session and outcomes specific to NDSH. Some key items are:

- There was \$12.5 million added for a new state hospital to be shovel ready for next legislative session.
- Language added to what the needs are in different communities such as a ten-bed unit for Williston, ten-bed psych unit in Dickinson. These are adult facilities. The contracts will be procured with the vendor specific to inpatient level details of behavior health, which includes addiction and mental health. There was question if there has been communication with NDSH regarding the needs and making sure of psychiatric plan within the State. The language is written that the contracts will be managed through the Department of Health and Human Services.
- Legislators are working with JLG to see what a plan would look like and what the costs may be. JLG were reached out to my committee members, this is not a procured decision. These would be for design documents and construction documents.
- Bill specifically relating to demo of buildings on NDSH campus, appropriating four million dollars. If additional is needed we can use rollup.
- Cost to Continue program within budget was discussed. Hoping there will be changes in that in the future, so NDSH is a part of that.
- There was twenty million dollars added, but still underfunded the revenue loss by approximately six million dollars between NDSH and the Human Service Centers, the majority of that was in the Human Service Centers.
- Continues to be discussion regarding inpatient services for youth.
- Language was added to the budget bill 2012 that did pass clarifying the language specific to reports making sure that the 15 days of an evaluation do not start until the information is received from all parties.
- Human Service Centers will become Certified Behavioral Health Clinics (CBHC). There was funding added to begin the process with one clinic. There was a request to use rollover dollars from the SUD voucher to do additional CBHC's, which is about three. This will be a public private partnership.

- Increases will be an average of six and four effective 7/1/23. Equity will be effective on 6/1/23.
- HB1040 closes the Defined Benefit Plan to close to new employees on 1/1/25. There was an amendment in OMB's appropriation bill 2015 that allows for the change to happen as early as 1/1/24 if PERS is ready to and changes with needed modifications are complete. There will be no impact to existing employees.
- DHHS was exempt from the FTE pool. We are getting a salary block grant. This process will be implemented over time. There are agencies that currently have the pool. July 1 will work on salary block no significant changes early on. There was a % away from each agency. This will offer some flexibility to put resources where they are needed.

Recommendation: It was recommended that there be a representative from NDSH for input to make sure all needs are met for psychiatric facilities. Also anticipating owners' representation that acts on behalf of the State of ND. Thank you Dr. Yabut, Tonya Perkins, and Deb Eissinger for your testimony. Pam received very positive feedback. Also thankful to the psychiatrists that testified from other facilities. It is important to continue to educate people on the work that is done at NDSH.

Follow-up: Pam will send a link for the final bill for the budget for the department.

- **Annual Evaluation of Performance of NDSH – Dr. Yabut**

Discussion: Was given in standing report.

Recommendation:

Follow-up: No follow-up needed.

- **Transitional Living (TL) Report – Dr. Yabut**

Discussion: Was given in standing report.

Recommendation:

Follow-up: Update at June meeting.

Standing Reports:

- Semiannual EPC Report – Jim Cofield, Treasurer
 - Have held many successful events in the past few months.
 - Just completed 2023 employee social and recognition. Recognized many employees for years of service.
 - Always welcome new suggestions and members.
- Superintendent's Report/Medical Director's Report – Dr. Yabut

Pam shared the Superintendent Position will possibly be posted within the week. Dr. Yabut gave the NDSH Annual Evaluation Report.

 - NDSH continue to work on Strategic Initiatives.
 - Working on clinical best practices.
 - Continue work on Zero Harm initiative. Achieve through Therapeutic Options, Motivational Interviewing, TeamSTEPPS.
 - The Dakota Children's Advocacy Center will be opening a site located in a Cottage on NDSH grounds. The site will be staffed on an as-needed basis for interviews and advocacy services.
 - Employee engagement committee was created to follow the Gallup Engagement Survey that was done the Fall of 2022. They will work with several departments/groups to write specific engagement plans.
 - There was an article published in the Jamestown Sun that highlighted our employees and the work they do, and the flexibilities and educational opportunities at the State Hospital.
 - On April 17 the updated site for the NDSH Intranet was rolled out. On the site

- you will find News, FYI's, Quick Links, Calendars, and The Breakroom.
- In the last six months we had a total of eight days, three hours, and forty-nine minutes in which we operated under the NDSH Blizzard Plan
 - NDSH continues to be a rotation site for UND Medical Students and Psychiatric Residents. Dr. Kaleigh Nelles, M.D. is our current first-year resident.
 - NDSH continues to provide acting internship opportunities for fourth year medical students.
 - Infection Control highlights given. All policies are updated. All clients are offered flu shots, COVID shots and boosters. Moving away from two step PPDs to QuantiFERON testing for Tuberculosis Screening for all new staff.
 - Dental clinic has been staffed with a part-time dentist, Dr. Odden. She will be available once a week or once every two weeks.
 - Radiology turnaround times for image results within 24 hours is at 95% compliance.
 - Medical Records Committee continues to meet monthly. Currently a caseload clean-up is being completed.
 - Dr. Emter, Podiatrist is here twice a month and sees eight to ten patients.
 - NDSH Laboratory is Joint Commission Accredited. Surveys occur every two years, the last survey was December 2022.
 - In the process of conversion of glucose meters to Wi-Fi and downloading results to the electronic chart.
 - Pharmacy Department continue to do Unit Med Room Inspections. All Pharmacists are Board Certified Psychiatric Pharmacists. Formulary review is done monthly. Adverse Drug Reactions are reviewed monthly and presented to Medical Staff for Discussion.
 - Quality Management Reporting for Medical Staff – Professional Profile Overall review is at 96%. History/Physical Compliance within 24 hours of admission was 87%, with continue education and performance reviews completed monthly.
 - Nursing Council are measuring medication errors and falls.

The NDSH Transitional Living (TL) homes are becoming the responsibility of SCHSC a target date July 1, 2023 has been set up for the transfer. They will be moving to a home in the community that has been identified. They may continue to operate out of the current homes until the home that has been selected has had the needed improvements completed. Staff have been given the option to transfer employment under the SCHSC or remain with NDSH. There have been weekly meetings with Dr. Cramer and other SCHSC staff, these discussions include how best to move the clients. A plan is being developed.

Basic care study rates were given by Commissioner Jones. There was a study added to a bill. Gave a report there is going to be a full study on basic care and how to basic care and mental health and what role does basic care. Study will be contracted out. Dr. Yabut will meet with Commissioner Jones with more questions if need be.

- Annual HR Report – Bobbie Miller
 - Still challenges on getting applicants.
 - Have increased starting salaries for direct support staff, LPNs, and RNs, and have seen an increase of applicants.
 - Currently have approximately 15 travel staff RN and LPN. Also have a contract for DCA travel staff.
 - Annual turnover rate is between 22.9 % and 22.8 %, national average turnover is 19.
 - Activity and rehab department we are not getting any applicants, really working on colleges to entice people.

- Plant services shortage and cannot find staff due to salaries need to be competitive.
- We do have a locum psychologist started today; we do have a locum psychologist now that will start fulltime in October. Locum Psychiatrist will also be starting.
- Quality Management Report – Deb Eissinger
Information for fourth quarter and year end were shared, focusing on the year end. NDSH continues to submit data for benchmarking, and it includes both inpatient and residential admissions. This data is compared against facilities that only submit inpatient data. In 2022 there were 540 admissions, which is down from 657 admissions in 2021. Of those admissions:
 - Average length of stay for inpatient admissions was 56 days, which is slightly above 2021.
 - Average monthly census campus wide was 131 days, which is slightly above the 130 in 2021.
 - Nine elopements, down from 13 in 2021.
 - 2022 slightly above national average
 - Client satisfaction surveys are downward trending. Subcommittees have been formed to see how to improve.
 - There were 592 seclusion and restraint events (141 individuals), this is a decrease of 114 from 2021.

It was shared there is concern regarding that NDSH is contributing to a higher number of individuals in this region specifically and the need for law enforcement to be doing additional work and the need for additional funding specific to this region. It was suggested it would be helpful to have more information on that for future reference to help see if we need more services in this region and could coordinate with DOCR.

Discussion regarding ones with ID or DD average stay one year, there is lack of placement, currently have five to six clients still waiting for placement but are clinically ready. Meeting with LSTC to work on this issue. LSTC and NDSH do work together, but not enough community providers to do the support. Concern regarding what are providers doing to reduce the discharges.

- Financial Report – Donna Aukland
Donna has not prepared anything for the 2023-2025 budget as the bills have not been signed by Governor Burgum yet. The Building Demolition bill did have an emergency clause, so it can be immediately done after the bill is signed, this will need to be procured. The 2021-2023 sitting at 65 % has been expended and 75% of biennium has lapsed and we considering rollup revenues to date. Due to extra dollars that we received from COVID and OMB we will have more revenues that had been projected.
- Safety and RIS Management – Larry Culp
Larry gave updates on the Safety Department.
 - Summit fire protection annual fire extinguisher inspection completed.
 - Nine staff completed the asbestos training.
 - Tier 2 reported was completed in January, this is a part of the waste and biowaste plan.
 - Received 2023 Special Fire Permit issued by Jamestown Fire Department
 - Camera monitoring system update is ongoing.
 - Additional Two-way radios for professional staff use has been added.
 - Have completed tornado drills.
 - The smoke and fire door project will be completed in June.

- Working with Russ K. and Larry G. planning a joint tabletop drill with local emergency management and JRCC.
- Upcoming projects include external camera additions and duress upgrade.
- Plant Services – Jeff Comer
Jeff reported on projects they are currently working on and upcoming projects. Some of them include:
 - Currently have 29 full-time employees caring for the NDSH campus, also supplying services to JRCC for anything outside of their buildings.
 - Explained how Akita Box works. On average Plant Services is completing 100-150 work orders each week, on average 300-450 work orders are open and in process.
 - Cottage renovations are occurring.
 - Heating plant upgrades on oil control and steam valves.
 - Multiple sidewalk repairs on site.
 - Powerhouse tunnel stabilization and repair.
 - GM and LaHaug building tuck pointing repairs.
 - Auto lift in the mechanic shop.
 - Challenges have been open positions, one electrician and the other a maintenance person.
 - Future projects will include working on building demos. Will be starting to plan around the capital projects that will need to be completed for the next biennium.
- Dept of Health and Human Services Report – Chris Jones
Commissioner Jones highlighted again the great testimony that NDSH staff were able to give. Discussed other things that were happening during legislative session and were related to behavioral health. Everything in the Executive Budget request was funded or supported by the Legislature.
- NDSH Staff and Public Comment Period Open to Staff and Public Comments
(Approximately 10:00 a.m.)
There were no comments.
- Other Business

Adjourn: MOTION by Carlotta McCleary – *To adjourn 11:14 a.m.* Second by Dr. Yabut.

Next Meeting: June 12, 2023

Recorded by: Ruleen McMillan