

GOVERNING BODY MINUTES

Monday – December 11, 2023 – 9:00 a.m.
NDSH - LRC – 2nd Floor Conference Room/Teams

Members Present/Absent:

- Pam Sagness, Chairperson
- Aaron Olson, Superintendent
- Dr. Eduardo Yabut, Medical Director
- 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, Operation Director HSC Behavioral Health Clinics
- Sara Stolt, Interim HHS Commissioner
- Arnold Strebe, Director of Admin Services

Guest: JLG and Architecture + staff

Call to Order: Called to order at 9:00 a.m. by Aaron Olson.

Approval of Minutes: MOTION by Dr. Yabut – *Approve September 11, 2023, minutes.* Second Donna Aukland. Unanimous approval.

Old Business:

- **Update on Transitional Living (TL) Transition - Dr. Yabut, Medical Director**
Discussion: Continue meeting with SCHSC, they will need to stay on campus until possibly June 2024. Discussions also to expedite some referrals and have a smooth process in referring some of our clients who qualify for TL placement. Next meeting with them is scheduled for next Friday. They currently have three clients.
Recommendation:
Follow-up: Next meeting.
- **Update on Building of New State Hospital - Aaron Olson, Superintendent**
Discussion: JLG and Architecture + joined the meeting. Frank Pitts of Architecture + gave a presentation to give an update and explained processes that have been gone through at this time. There was question regarding adolescent beds, there has not been a formal discussion at this time.
Recommendation:
Follow-up: Next meeting.

New Business:

- **New Medical Staff Credentialing - Dr. Yabut, Medical Director**
Discussion: Dr. Yabut presented Dr. Shrestha and Dr. Patzman for credentialing.
Recommendation: Roll call vote was taken on both.

Dr. Shrestha: MOTION by Donna Aukland – Approve credentialing, and second by Jeff Stenseth.

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

Dr. Patzman: MOTION by Dr. Yabut – Approve credentialing, and second by Donna Aukland.

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

Follow-up: Both approved for credentialing.

- **Medical Staff Bylaws - Dr. Yabut, Medical Director**

Discussion: Dr. presented there is one change on the Medical Staff Bylaws, that is to change from Department of Human Service to Department of Health and Human Services. Medical Staff Regulations there are two changes. The first is Licensed Independent Practitioner (LIP) to Licensed Practitioner (LP). The second is a changed to the progress notes will be seven days for first week, weekly thereafter for two months and monthly thereafter.

Recommendation: Roll call vote was taken on both.

MOTION by Carlotta McCleary – Approve the changes made to the Medical Staff Bylaws also with the typo corrections on page 9 under #1 and #2, and second by Representative Rohr.

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

MOTION by Carlotta McCleary – Approve the changes made to the Medical Staff Regulations, second by Jeff Stenseth.

Yes – Aukland; McCleary; Rohr; Yabut; Stenseth; Olson,
Absent – Jendro; Peltier; Sagness

Follow-up: Both approved.

- **Open Board Position - Pam Sagness, Chairperson**

Discussion: Tabled until March 2024 meeting.

Recommendation:

Follow-up:

Reports:

- Semiannual Employee Promotion Committee (EPC) Report - Carie Hanson, Chairperson
Carie shared many of the events that EPC has offered to staff in the past six months. Some include plant sales, bookfair, lunches, clothing sale, ugly sweater Christmas days and an off-campus movie. Thank you, Dr. Yabut, for your contribution to the movie event. The committee always welcomes new ideas and members.
- Superintendent's Report - Aaron Olson, Superintendent
 - Continue to meet with JLG and staff regarding the NDSH new build.
 - There will be some operational restructure. There is some planned training for staff.
 - Employees were concerned regarding the impact the needs of more staff. Discussion regarding recruitment and retention, and succession planning.
 - There were a couple of adverse events that took place, and they are being addressed. Looking at how best to provide safety and security measures.

- Continue to work with the community in fitness to proceed and with the court system.
- Our capacity is to have the resources for staff. Increase in work force.
- Medical Director's Report - Dr. Yabut, Medical Director
 - Continue with recruitment of permanent psychiatrists. Dr. Whitcomb is now a fulltime psychologist, he was recently a Locum Tenen.
 - NDSH continues to be rotation site for UND medical students and psychiatric residents.
 - NDSH continues to be a site for fourth year medical students or intern, usually here approximately a month. Third year medical students complete a two-week rotation.
 - Continue to offer Nurse Practitioner students and provide 40 hours of internship opportunity hours at NDSH.
 - There have been many nursing students here, most recently University of Mary and Lake Region nursing students.
- Quality Management (QM) Comparative Statistics - Deb Eissinger, QM Director
Deb shared her report for third quarter of 2023.
 - There were 115 admissions, which is a decrease of 27 from previous quarter, 16% were considered forensic, which are restore to competency, fit to procedure or NGRI, this is compared to 25 last quarter.
 - As of May of 2023, the one-day consults are not tracked as they are not an admission.
 - Average month census was 132 of all hospital.
 - There were no elopements in third quarter.
 - Thirty-day readmissions are showing a downward trend.
 - Client satisfaction rating staying same. There were 56 % returned third quarter, increase from second quarter.
 - There were 22 staff injuries.
 - Seclusion and restraint have decreased from last quarter.
 - Approximately 28 people on wait list, approximately nine or ten are restore to competency.
- Financial Report - Donna Aukland, Fiscal
Donna shared the expenditures through December 31. This is the budget for the new biennium. More payments will be made in the second half of the biennium. There were no questions.
- Safety and RIS Management Report - Larry Culp, Director Safety/Security
 - Waiting for radios to reprogrammed phasing out old ones.
 - Updating 2024 quick reference.
 - Remediate will update our life safety plans.
 - Annual fire safety inspection will be happening this month.
 - Tabletop drills planning for January with Russ Korzeniewski.
 - Door replacement has been completed in the inpatient area.
 - Moving forward on the external cameral project.
 - Two security positions open.
- Plant Services - Jeff Comer, Plant Services Director
 - Still completing work between 100 and 150 work orders per week and still have a backlog of approximately 350. Trying to be proactive with maintenance upkeep.
 - Emergent water heater repair and waiting for new one that should be here in approximately six weeks.
 - Open positions include two open grounds, one housekeeping, one maintenance.
 - New projects will be the building demo that will start in the spring, these include

the employee building, old administration building, water tower, water treatment building, and the hog barn. Michael J. Burns is the architect helping through the process. The Prebid walk through for some asbestos abatement tomorrow and bid opening is December 20. This project should take place in February and be completed in the first week of March.

- Coordinating with JRCC, as they are planning on building a new maintenance shop where the old employee buildings is, regarding the handoff of the demo site of that building.
 - Continued planning on capital projects which include chiller rebuilds New Horizons and LaHaug chiller, numerous steamer valve repairs, flooring projects, and grounds repairs.
 - Department is prepared for winter duties.
- Department of Health and Human Services Report - Sara Stolt, Interim HHS Comm'r
 There are two applicants for the HHS Commissioner position, committee is hoping to make a recommendation by Christmas to the Governor. Work has begun on the strategy review, setting the objectives and goals for the next two years. Continuing to work on Employee Engagement, looking forward to working with the NDSH Committee. Higher participation rate this year on Gallup Employee Engagement Survey, it was 74.3%.
 - NDSH Staff and Public Comment Period Open to Staff and Public Comments
 (Approximately 10:00 a.m.)
 No public comment.
 - Other Business
 Report given by Allison Hicks, Attorney General's Office who serves as the general counsel to the NDSH Governing Board. Several judges have reached out to her regarding the timeliness of competency evaluations that are requested by the courts and attorneys for defendants in criminal proceedings. This is an ongoing issue between judiciary and NDSH. In the last legislative session, the law was modified to remove 15-day timeline has been taken out as of last session. The judiciary has set up a joint task force. Pam Sagness, Dr. Yabut, Jon Alm, and a variety of other disciplines are involved with this task force. This is a nationwide issue. Several prosecutors recently visited NDSH to talk through issues and begin discussion. Allison wanted to share there are many efforts going on at this time to address this problem. There was question regarding the average length it takes to complete the evaluation; this depends on what information is requested and how fast information is received. The days were extended to 21 or 30 days for completion after the receipt of all the information. There is an increase of requests of requests. It was suggested to be able to triage these assessments. If you have questions, please Email Allison.

Adjourn: MOTION by Dr. Yabut – *adjourn the meeting*, second by Donna Aukland. Unanimous approval.

Next Meeting: March 11, 2024

Recorded by: Ruleen McMillan