

**Mayview Steering Committee
Meeting Summary
November 16, 2007**

Present: Kelly Burda, Tim Casey, Stephen Christian-Michaels, Laverne Cichon, Mary Jo Dickson, Mary Fleming, Roger Haskett, Shirlee Hopper Scherch, Carol Horowitz, Nancy Jacquette, John Klenotic, Carol Loy, Brandi Mauck Phillips, Dave McAdoo, Gerard Mike, Nora Novitsky, Rick Rach, Mary Jeanne Serafin, Wes Sowers, Janice Taper, Lisa Tumolo, Patricia Valentine, Valerie Vicari, Dean Virgili, Deb Wasilchak and Linda Zelch.

Absent: Paulette Benegasi, Karen Bennett, Melissa Feragotti, Rohan Ganguli, Emily Heberlein, Darryl Holts, Pam Loaskie, Laura Steiner, Ken Thompson, and Rick Tully.

Others Present: Kathy Beltz, Catherine Greeno, Dave Jones, Gina Kormick and Mary Jo Patrick-Hatfield.

Introductions: Mary Fleming asked everyone to introduce themselves.

1. **Minutes:** The minutes from October 19, 2007 were reviewed and approved by the Committee. The approved minutes will be posted to the web site.

2. **Mayview Report, Admissions/Discharges/Unit Closure Target Date and FMEA Committee Reports:**

Kelly Burda reported on the census at Mayview (208) by county:

- Allegheny – 174; Beaver – 16; Greene – 0; Lawrence – 4; Washington -12; Out of Catchman Area – 2.
- Discharges (35) since July by county: Allegheny – 22; Beaver – 5; Lawrence – 2; Washington – 6.
- Discharges (27) since closure announcement by county: Allegheny – 14; Beaver – 5; Lawrence – 2; Washington – 6.
- There are 19 new staff positions posted.

Dave Jones reported on the Family Meeting held on November 14, 2007. There seemed to be more family members in attendance than in the past. Issues remain consistent from meeting to meeting. A contact listing of providers is being developed to distribute at the meetings. A suggestion was made to include the contact listing with the family meeting letter and ask if consumers want to have visits coordinated with providers. If so, the consumers can contact the respective county to schedule these. Another request of the families is to have a listing of what kinds of services are available. A Family Resource Day with providers was suggested to include consumers as well as family members. When asked if there are any “county-specific” concerns raised at the meetings, Dave stated that now might be a good time to start to target county-specific CTT contacts.

It was reported that Mayview staff have developed information sheets showing consumers how to prepare for discharge. Mary Jeanne Serafin will send this information sheet to Kathy Beltz so that it can be sent to the Steering Committee along with the minutes.

Dave Jones reported that the Failure Mode Effect Analysis (FMEA) Committee's next conference call will be held on December 6 from 12:00 – 1:30 p.m. He stated that the Committee's responsibility is to review accidents, injuries, incidents, etc. coming out of the closing and monitoring these activities. He stated that the root cause analysis (RCA) is in reference to sentinel incidents which rise above the norm, for instance, a person who is discharged and then alleged to have committed a serious crime. A discharged person could also be a victim of a serious crime. The RCA is conducted not looking for blame, but to try and see what went wrong and what can be changed to avoid the incident from happening again.

3. State Operated Services (SOS Committee Report): The SOS Committee has drafted a proposal and identified a framework of five general service areas:

- Supportive Housing Initiative
- Crisis Support/Intervention Service
- Quality Management (Clinical Consultation)
- CTT Initiative
- LTSR Initiative

The next step is to develop an organization table of this framework. It was suggested to have consumers be part of this committee. The next SOS meeting is on December 6 at 10:00 a.m.

4. Updates Regarding CSP Process:

- Currently there are 92 people in the CSP Process.
- One-third of the consumers are going to require a long CSP process (birth certificate not available, guardian complications, financial arrangements, etc.)
- One-third of the consumers are anticipated to be discharged by the end of the year, which will close one unit by mid-December. This will leave 6 units open.
- One-third of the consumers are in need of specialized services/facilities (high risk behaviors, dementia, etc.) and will be discharged as the county/region develops these specialized services.
- The facilitators and recorders are handling approximately 6 CSP meetings per day. They need to offer more innovative approaches to the consumers with dual-diagnoses (MH/D&A). Employment should also be a focal point as well (particularly those who currently work at the hospital).
- Consumers will be discharged with birth certificates, and an ID as well as applications for re-determining Social Security disability when necessary.
- The approval process in Harrisburg does not appear to be slowing down discharges. In order to meet the December 2008 deadline, approximately 4 discharges per week

are needed. The target is 150 by June 2008 and the remaining 75 by the end of December 2008.

5. **Inpatient Unit Meeting – 11/1/07**: Linda Zelch reported that over 100 people attended the meeting. Some of the concerns presented were related length of stay, emergency room back up personnel making day-to-day decisions, etc. The issue of the number of beds within Allegheny General Hospital and St. Clair Hospital will be discussed at individual meetings. Behavioral health and physical health issues will also be focused upon and discussed in more detail during the CSP process. It was also suggested that CSPs begin on the community inpatient units, with a likely pilot at WPIC. Another suggestion was that a Mayview Newsletter be prepared focusing on infrastructure reports and give examples of “special needs” patients. Linda stated that most of the people attending the Inpatient Unit Meeting seemed to be accepting of the MSH closing but want to be assured that there is adequate follow-up.
6. **Tracking Report**: Lisa Tumolo distributed and reviewed the Mayview Monthly CSP Tracking Report. She stated that a conference call with all counties was held to clarify the items that are being captured. Key issues were added and will be broken down into three categories: 1) D&A; 2) Inpatient admissions to D&A; and 3) Crisis. The next report will have more detail. Lisa stated that the MRSAP Quality Improvement/ Outcomes Committee (QIO) will also receive this report on a quarterly basis. The next QIO meeting will be held on Wednesday, December 5th.
7. **Job Fair**: Lisa Tumolo stated that the MSH Job Fair will be held on Tuesday, January 15, 2008 at Mayview for employees from all shifts to attend.
8. **Meeting on Community Services**: A report will be given at the December MRSAP Steering Committee Meeting.
9. **Mayview Stakeholders’ Meeting – January 18, 2008**: Some of the suggestions for agenda items for this meeting include an overview of the CSP process at Mayview, to provide information about the pilot CSP community process, peer specialist training, and crisis services. It was suggested that we do additional outreach to various other areas including aging, homeless, the provider community as well as religious leaders. A list of contact information of providers to invite was requested from each county. AHCI will prepare an outline of an agenda for the December Steering Committee Meeting with.
10. **Frankel Hearing on HB 1448**: The 11/9/07 hearing was postponed. Linda Zelch said she will advise the Committee when the hearing is rescheduled.

There being no further business, the meeting was adjourned to meet next on December 21, 2007 at 10:00 a.m. at the Airport Marriott.