

**Mayview Steering Committee
Meeting Summary
September 21, 2007**

Present: Kelly Burda, Tim Casey, Stephen Christian-Michaels, Mary Jo Dickson, Melissa Feragotti, Roger Haskett, Shirlee Hopper Scherch, Carol Horowitz, Nancy Jaquette, John Klenotic, Pam Loaskie, Carol Loy, Brandi Mauck Phillips, Gerard Mike, Nora Novitsky, Rick Rach, Mary Jeanne Serafin, Wes Sowers, Laura Steiner, Janice Taper, Rick Tully, Patricia Valentine, Dean Virgili, Deb Wasilchak and Linda Zelch.

Absent: Paulette Benegasi, Karen Bennett, Laverne Cichon, Mary Fleming, Rohan Ganguli, Darryl Holts, Matt Koren, Ken Thompson, Lisa Tumolo, and Valerie Vicari.

Others Present: Kathy Beltz, Courtney Colonna, Catherine Greeno and Dave Jones.

Introduction: Brandi Mauck Phillips chaired the meeting in the absence of Mary Fleming, beginning by asking everyone to introduce themselves.

I. Minutes: The minutes from August 24, 2007 were reviewed. The following corrections were requested to be added:

- a) **I. Introduction:** Add that David Jones was introduced as the Mayview Project Manager.
- b) **III. Update on Mayview Closure Announcement and September 10th Public Hearing:** Correction - "150 beds would close by June 30, 2008,..," (not 2007).
- c) **III.** (titled as above): At the second paragraph add the last sentence "They intend to maintain the current capacity of forensic units."

Once the above changes are made to the minutes, the Committee approved the minutes to be posted to the web site.

II. Bureau of Disability Determination Update: Rick Tully reported that he has been working with Kathy Baughman from the Bureau of Disability Determination in trying to get benefits established for consumers. He stated that they will have a debriefing about the process implemented at Mayview to see if there are areas which need to be improved. Pat Valentine suggested the same be reviewed for the community mental health system (that is, what type of information is needed and what sources need to become involved). Rick and Brandi Mauck Phillips are trying to coordinate a meeting (in Greensburg) with Kathy Baughman and counties for information to more widely implement this strategy, and suggested that one representative from each county attend. RSVPs are to go to Brandi.

III. Response to September 10th Public Hearing: The committee agreed that the frequently asked questions should be posted to the MRSAP website. Linda Zelch reported that from her notes, most questions seemed to be regarding the forensic

unit issue. Shirley Hopper Scherch stated that we have a strong volunteer corps at the hospital and we should continue to look for ways to utilize their services. Nancy Jacquette stated that she felt the atmosphere of the hearing was milder than she had anticipated. Dave Jones noted that the civil section of the Mayview closure seems to be secondary to the forensic unit issue, even though the state's priority is the civil section. He said that he would send a transcript of the hearing to AHCI.

- IV. Meeting with Inpatient Providers:** Linda Zelch asked the committee to review the draft September 20th letter hand out and Nora Novitsky distributed a listing of inpatient facilities to which the letter would be sent when final. It was suggested to add to the letter, which will be sent to the CEO of the hospital requesting that a team from the respective hospital attend the meeting. Also, the team should try to include or solicit input from inpatient units, emergency rooms and psychiatrists regarding their concerns about the closure. It was determined that the meeting will be held on Thursday, November 1, 2007 from 3:00 – 5:00 p.m. preferably in the Cranberry Township area. Kathy Beltz will confirm location for the final letter.
- V. Evaluation of Closure Process:** Katie Greeno distributed a copy of the Evaluation of Closure Procedures, which she, Courtney Colonna, Carol Anderson, Sue Estroff, and Shaun Eack are developing. The three major goals of the Evaluation are a) to understand how patients are doing after their discharge from Mayview, b) to understand the process of the closing and c) to find out what techniques can be put into place for those who would have gone to Mayview. Katie noted that their attendance at the Steering Committee Meetings and Public Hearings is very helpful for their input to the Evaluation.
- VI. Mayview Update:** Mary Jeanne Serafin reported that 2 North will close the first week of October and they want to prioritize and start the CSP process for the next group of 90 residents. She reported that the leave tracking process is fully implemented and working pretty well. The consumer requests a temporary leave (taken off the grounds by anyone other than hospital staff) from the physician who writes the request and faxes it to Mary Jeanne. She reviews the request from a risk standpoint and approves (or has a conversation with the physician regarding the request if necessary before approving) and faxes the approved request back to the unit. If Mary Jeanne receives a last-minute request, the physician will call her for approval.

Dave Jones reported that he is concentrating on staffing issues. He stated that the staff are settling into the process and understand what needs to be maintained at the hospital and where they will go after closing. Staff have been told about state operated services. Most legislative inquiries are regarding staffing. Secretary Estelle Richman and Dave will be holding a Legislative Briefing on Wednesday, September 26 and will try to continue these on a monthly basis. The next family meeting will be held at Mayview on October 17 at 7:00 p.m. A suggestion was

made that a listing of services and resources be given to family members and also a sign-in sheet could provide information for keeping in contact with family members.

Dave reported that the FMEA (Failure Mode Effects Analysis) team will monitor critical aspects of care within the hospital (leave tracking, assaults, incidents, medication errors, etc.) From the time of announcement of closure, the team follows the process, analyzing and assessing key indicators. Monthly reports will be completed and shared with the communities. Dave discusses with Secretary Richman all reports and prepares a weekly update of the civil closing matters. There is also a separate update prepared on the forensic unit matter. He reported that patient information meetings are to be scheduled monthly, if not more beginning in October. The county administrators are encouraged to continue to attend these meetings. Dave mentioned that both he and Secretary Richman are very impressed with the smooth flow of the CSP process.

- VII. CSP Priorities:** Kelly Burda reported that each county is working with her on prioritizing where each consumer stands in regard to their CSP. Roger Haskett stated that medication regimes need to be part of the CSP and that they should be examined and reviewed early in the CSP. He stated that if the consumer's medications change once they are in the community, it could be problematic. Many consumers are taking multiple medications and need to be approached early on in the process. Discussions between the hospital physician and the community physician should also occur early in the process. It was noted that this process is already in place but it was agreed that it would be beneficial to begin this conversation earlier in the process.
- VIII. Housing Planning Efforts:** AHCI is in the process of hiring a new Housing Coordinator. Kelly Primus and Mary Fleming are planning to meet again with each county regarding their needs. Linda Zelch stated that a production schedule showing housing purchases, renovation, etc. will need to be developed. The copy of Act P.L. 24, No. 3 (the Frankel Bill) was distributed. Carol Horowitz explained that the Bill calls for the development of two funds, that is, one for mental health community services (which includes services such as housing, etc.) and one for mental retardation community services. A notification will be sent out to all of the communities when the Bill is re-introduced in Harrisburg and it is requested that they urgently respond to the changes in the Bill.
- IX. Client Tracking Report:** Deferred to next meeting.
- X. Protocol for Referrals:** There was discussion on the parameters around consumers who are discharged to a county different from the county from which they were admitted. It was suggested to ask the consumer if the change is due to the living situation as opposed to a lack of certain county-specific services. Pat Valentine asked that a group be formed to address these issues as well as individual financial needs. The counties will have to track this.

- XI. Next Stakeholders' Meeting:** The committee agreed that the next stakeholders' meeting should be in January, and will be held on January 18, 2008 the same day as the Steering Committee. The location will likely be the Crowne Plaza in the South Hills. It was also agreed that the discussion at the meeting should be focused on specific topics, for example, the CSP process, extended acute care, community resources and contacts, etc.
- XII. Other Items:** Carol Horowitz stated that there is a shortage of advocates for CSP meetings and that it would also be appropriate to have another family representative at the steering committee meetings.

There being no further business, the meeting was adjourned to meet next on October 19, 2007 at 10:00 a.m. at the Airport Marriott.