

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

Present: Karen Bennett, Kelly Burda, Tim Casey, Stephen Christian-Michaels, Mary Jo Dickson, Melissa Feragotti, Mary Fleming, Darryl Holts, Shirlee Hopper Scherch, Carol Horowitz, Nancy Jaquette, John Klenotic, Matt Koren, Pam Loaskie, Brandi Mauck Phillips, Dave McAdoo, David Miele, Gerard Mike, Nora Novitsky, Rick Rach, Mary Jeanne Serafin, Wes Sowers, Janice Taper, Ken Thompson, Lisa Tumolo, Patricia Valentine, Valerie Vicari, Deb Wasilchak, and Linda Zelch.

Absent: Paulette Benegasi, Laverne Cichon, Rohan Ganguli, Roger Haskett, Emily Heberlein, Carol Loy, Laura Steiner, Rick Tully, and Dean Virgili.

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

Introductions: Mary Fleming asked everyone to introduce themselves. Mary noted that Lisa Tumolo will be leaving AHCI as of 12/31/07 and Matt Koren will be joining AHCI as of 1/2/08.

1. **Minutes:** The minutes from November 16, 2007 were reviewed. The following corrections were requested:

4. **Updates Regarding CSP Process:**

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.

5. **Inpatient Unit Meeting – 11/1/07:**

“Linda stated that most of the people attending the Inpatient Unit meeting seem to be accepting of the MSH closing but want to be assured that there is adequate follow-up.”

Once the above changes are made to the minutes, the Committee approved the minutes to be posed to the website.

2. **Evaluation Project Report:** Catherine Greeno handed out the summary of the proposed evaluation of the closure Mayview State Hospital to the Committee. She noted that a random sample of 70 people will be selected and followed to represent the 214 people living in Mayview when the closing was announced on August 13, 2007. The plan is to meet with each study participant every three months for one year (a total of five contacts). A set of questionnaires will be administered to individuals at study entry, and at the six- and twelve-month follow-up time points. Consent forms will be required by the Institutional Review Board (IRB). Catherine will come back to the MRSAP Steering Committee with status reports at the monthly

meetings. The Study will be a standing agenda item for these meetings. Catherine can be reached by email at GreenoCG@upmc.edu.

3. Mayview/State and FMEA Committee Reports, Mayview Meeting on Community Services and Job Fair:

Kelly Burda reported on the census at Mayview (199):

- There has been one discharge during the past week and there are possibly eight or nine discharges scheduled for the first couple of week in January, 2008.
- The number of units will be downsized to six by mid-January. One unit will be designated as an Admission unit.
- There are 537 employees still at the hospital. There is only a small amount of overtime and they are able to meet staffing needs.
- There are 13 people on the placement waiting list.

Mary Fleming stated that there are 90 people currently in the CSP process, a mix of consumers who have been at Mayview over two years and under two years of time. It was stated that consumers should be given the choice to have a family member or members present at their CSP meetings. A suggestion was made to ask the consumer if the CSP team could tell their family that they are in the CSP process.

Dave Jones reported on the following:

- A Family Meeting was held on Wednesday, December 19, 2007. Dave stated that some providers may attend and present at the Family Meetings (per family member requests). The next Family Meeting will be held on January 16, 2008. Dave said they are still working on a contact/information sheet to be given to the family members. AHCI will send Dave the contact information for each county.
- The WPIC extended acute inpatient unit will expand in January. A modified CSP process is being piloted for individuals on community inpatient units and the extended acute care unit. Dave stated that staffing contingency plans for MSH are being worked on with WPIC.
- There were 259 staffing positions posted, 48 staff have left or have a start date and nine additional staff will be leaving between now and the end of December.
- No new incidents/concerns associated with the closure have occurred.
- The meeting on Community Services (informational for MSH staff) will be held at Mayview on Tuesday, January 8, 2008.
- The Job Fair at Mayview will be held on Tuesday, January 15, 2008.
- On January 22, 2008 Training for Root Cause Analysis (RCA) and FMEA will be held for county, MCO, and OMHSAS staff at the Crowne Plaza. Training for providers and other stakeholders (including interested Steering Committee members) is being scheduled for February.

After discussion regarding recent sentinel events, it was decided to appoint an ad-hoc sub-committee consisting of Carol Horowitz, Mary Jo Dickson, Deb Wasilchak, Shirlee Hopper Scherch, Rick Rach and others to decide what communication will be presented to this group and how to show results coming from a RCA investigation.

4. **State Operated Services Committee Report:** Mary Fleming reported that the SOS Committee meets on a monthly basis to focus on developing services (CTTs, LTSR, small group homes, one-on-one respite crisis services) for consumers who have special challenges. There are presently about 100 people (MSH staff) who would be working in these services. Job descriptions for these service positions are currently being written and the timeframe is to have people start these positions in July or August. The Committee is looking at property for service locations and SOS offices. At this time, there is a 2-year commitment for these services to be purchased by the Counties. .
5. **Quality Improvement/Outcomes Committee Report:** Mary Fleming reported that the QIO Committee met on December 5, 2007. It was recommended by the Committee that the tracking policy should be shared with Mayview employees and at the stakeholder meeting. The Committee agreed to expand the hospital data issues survey to ask about quality of life and specific questions, for example, “if you had an emergency at 2:00 A.M., would you know who to call and how to reach the person”. The QIO Committee will meet again at the end of February and this information will be addressed at that meeting.
6. **Crisis System Overview and Needs:** Carol Horowitz reported on training of advocates. She asked how we incorporate RCA results into improving the system’s response to crises in the community. There is an early warning system in place whereby the provider notifies the county who then notifies the specific case manager or crisis staff. Carol requested that any RCA issues be listed on the tracking report.
7. **Tracking Report:** Lisa Tumolo handed out and reviewed the Monthly CSP Training Report for 11-2007. She noted that there are approximately 250 questions per consumer per month being tracked. Lisa stated that the report being presented at next month’s meeting will contain more extensive information (crisis, D&A, etc.)
8. **Inpatient CSP Pilot:** Mary Fleming stated that a CSP process was being piloted for one patient from WPIC and one extended acute care patient from WPIC. Training of staff took place on Wednesday, 12/19 on TRU unit. A facilitator has been identified.
9. **Other Business:** Linda Zelch reported on House Bill No. 1448 (Frankel Bill) stating the changes made to the Bill were unanimously accepted by the House Appropriations Committee.

10. 2008 Meeting Dates: The MRSAP Steering Committee will continue to meet on a monthly basis, on the third Friday of each month from 10:00 – 2:00 p.m. at the Pittsburgh Marriott **except for the following dates:**

- **February 15, 2008:** Location to be determined for Stakeholders Meeting from 1:00 – 4:00 p.m.
- **Thursday, March 20, 2008:** Date changed due to Good Friday (3/21/08)
- **Friday, April 18, 2008:** Location to be determined for Stakeholders Meeting from 1:00 – 4:00 p.m.
- **Friday, May 16, 2008:** Location changed to Crowne Plaza, 164 Fort Couch Road, Pittsburgh, PA