

**MINUTES OF A REGULAR MEETING
BOARD OF TRUSTEES
TRENTON PSYCHIATRIC HOSPITAL**

A meeting of the Board of Trustees of Trenton Psychiatric Hospital was held on **Thursday, February 17, 2022**, pursuant to notice duly given. In conformance with the Public Open Meetings Law, notice of the meeting has been sent to The Trenton Times, The Trentonian, Newark Star-Ledger and the Secretary of State and a notice placed on the bulletin board of Trenton Psychiatric Hospital.

Present:

***Neil Weisfeld - Chairperson
***Patricia Carr – Vice Chairperson
***Maureen Lebel – LSW, PhD.
*****Board Member Via Microsoft Team and Via call in on Microsoft teams**

Excused:

***Susan Rubino, MD
***Carolyn Torre - RN, MA APN

TPH Staff Attendance:

James Hollen, Acting Chief Executive Officer-Operations (ACEO)
Faith Johnson, Acting Deputy Chief Executive Officer-Clinical (ADCEO),
Intikhab Ahmad, M.D., Clinical Director, Dr. Heshman Soliman – Direct of Medicine
Colleen Birkhofer, Chief Nursing Officer (CNO), Towana Wilkins, Acting Business
Manager, Michelle Senni – Executive Assistant to the CEO, Frank Miller – QI Director,
Meghan Henry-MacLeod – Legal Liaison
Deborah Howell, Lincoln Complex Administrator
Mary Jean Weston-DMHAS, Sheila Kwoka, Medical Services Assistant/Board Secretary

Excused:

Troy Hood – DMHAS

ROLL CALL/CALL TO ORDER/MINUTES APPROVAL:

Roll call was conducted via Microsoft Teams and Microsoft Teams Call-in. The Board of Trustees meeting was called to order at 9:30 a.m. Minutes from the January 20,2022 meeting were approved as corrected.

BOARD REPORT:

- It was asked again that the Board have an analysis of the data, by age, gender as it relates to hospital programming. We don't collect this data currently.
- Dr. Lebel addressed the increase in Emergency Room visits. It was related to the COVID.
- Dr. Lebel asked about the Department of Education Intellectual Wellness Event. The Department of Education is bringing the patients in to work on the laptops to find resources in the community to help them. This is learning for adults and patients under 21 years of age.
- Dr. Lebel asked about the In-person therapy session. It is taking place but with COVID precautions.
- Dr. Lebel asked about the Pastoral Services Departments Spiritual Assessment. The patient is asked upon admission what their religious preference is, and Pastoral Services will try to help them with that.
- The Board would like to see how many patients attend programs here at TPH. The Board would like to see the information when Centers of Medicare and Medicaid Services (CMS) is finished with their inspection.
- More information was requested about Health Information Management and the delinquency rate. The challenge is for physicians to submit reports in a timely manner.
- Monthly Discharges for January were addressed. The total is **11**. For a patient to be discharged, TPH must check the availability and staffing for a patient to qualify for housing.
- There is a new Psychiatrist starting once her credentialing is completed. Dr. Iryna Rudzinsky is coming from Ancora Psychiatric Hospital.
- Assaults were addressed. Dr. Ahmad told the Board that overall trending lines are down. January was a difficult month for TPH. The number of patients involved was lower than the total number of assaults might suggest. We are tracking the number of assaults closely. Two things we are looking at:
 - **The average number of assaults**
 - **Month to Month trends**
- It was asked when a New Director of Social Worker will be hired. Two staff members are sharing the supervisory position until a new Director is hired.

- It was asked about Supported Employment. Since 2021 providers are opening more opportunities for patients to have jobs waiting for them when they are discharged from TPH. There are 27 patients in our Ambulatory Unit in the Lincoln Complex. The patients are over the age of 65. The patients do qualify for Long-Term care facilities. The Steps Program helps patients with the documentation for placement in Long-Term care, and staff from the Social Work and Physical Therapy departments are involved.
- Ms. Torre, through Mr. Weisfeld, addressed the increase in 1:1 observation. The increase is in reference to 25 Patients. Dr. Ahmad told the Board the percentage was high in the hospital, and we are looking at the numbers. Currently the numbers are coming down and the target is still 4 to 6%.
- Ms. Torre asked about the Psychology Departments “Crime Free Life Program.” It is a Cognitive Behavior Program designed to help the patient address criminogenic behavior. This program is based in two Raycroft units.
- COVID cases were discussed. The Omicron strain caused the rise in COVID infections. Currently, cases of COVID are falling on all units. There are no quarantine units currently.
- It was noted that there are no 30-day readmissions.
- Mr. Weisfeld would like to see the Winter Menu. Mr. Hollen will email the Winter Menu.
- Mr. Weisfeld would like to examine therapeutic programming for patients more fully in future.

- **Auxiliary Report**

The Auxiliary comes in once a month. There were 300 care kits that were made up for the patients from the Boy Scouts, and NAMI also dropped off care kits for the patients.

COMMITTEE REPORTS:

- **Incident Committee - Dr. Maureen Lebel** – Dr. Lebel reported errors in computing totals for the Risk Management incidents. The numbers were corrected.

- **Legislative Committee – Ms. Carolyn Torre**

No Report at this time.

- **Schulley Trading Post –**

The Schulley Trading Post opened fully last week. This should help increase revenue. The revenue has been down since 2021. Ms. Towana Wilkins, Business Manager, Mr. Ken Franco, Food Service Supervisor, and Mr. James Hollen, Acting CEO are coming up with ideas to increase revenue.

- **Therapeutic Environment Committee – Patricia Carr**

Recent Accomplishments

Cutting/clearing ornamental grasses and annual flowers

Storage and inventory of winter décor

Weeding, restoration of baseball field

Labyrinth design on basketball court

Finger Labyrinths purchased and distributed

Currently in Progress

Replacing winter décor. Plants etc. being replaced by spring bulbs and seasonal arrangements

Worn/ outdoor furniture being replaced

Labyrinth explanations/directions

- **Projects Waiting in the Wings (dependent on timing/funding)**

Road work filling in and repairing potholes

Review of outdoor rest areas such as grotto, old pool area

Power washing theater area

Adding wooden tables with connected benches to the picnic area by the baseball field as well as the area by the stage

- **Wish list**

Awnings on walkways as protection from elements

- **Welfare Fund Committee –**

There are no major updates at this time. The new bus has not yet been put in use. The reopening of the Schulley Trading Post will be beneficial.

**Report from Ms. Mary Jean Weston, MSW, Regional Coordinator
Office of Community Services, Division of Mental Health & Addiction Services
(DMHAS)
(February 17, 2022)**

1. Governor's Challenge: *Prevent Suicide Among Service Members, Veterans, and their Families (SMVF)* – A majority of veterans seek their health care and services outside of the VA. It is paramount for civilian health care and service providers to be competent in caring for SVMF in a culturally responsive manner that both honors and appreciates their military service. DMHAS is developing a plan to prevent and reduce deaths among the SMVF and asking you to help by completing this brief survey by February 15th, 2022.
<https://www.surveymonkey.com/r/SMVFinNJ>
2. Pop-Up Vaccination Clinics – The Department of Health (DOH) is available to bring COVID-19 vaccinations to your facility, free of charge. If desired, DOH can make the vaccination clinic available to your clients, staff, families, and even the community. If you are interested in having DOH come to your facility, please contact Vicki Fresolone at Vicki.Fresolone@dhs.nj.gov.
3. BIPOC Mental Health Policy in NJ – The Latino Action Network Foundation recently published reports on two Round Table discussions regarding mental health policy in NJ.
[NJ Voices Call for Greater Access to Mental Health Services for Latinos \(November 2021\)](#)
[Mental Health in the Black Community \(November 2021\)](#)
4. RFPs for SUD care – DMHAS has recently issued several RFPs for SUD and Opioid services:
 - a. [Cultural Competency Training and Practice for Opioid Treatment Providers](#)
 - b. [Building Capacity for SUD Medications in Ambulatory MH Programs](#)
 - c. [Integrated Opioid Treatment and Substance Exposed Infants](#)
5. DOC Accelerated Release Plan – More prisoners will be released soon after Gov. Murphy re-declared a public health emergency due to the spike in COVID-19 cases. “During a public health emergency, some prisoners who are set to be released within a year, may have their sentences reduced by up to eight months under a law Murphy signed at the height of the pandemic.”* DMHAS will be working with DOC to establish linkages to Mental Health and Substance Use Disorder services as part of their re-entry process.
*(from *Early release of prisoners will continue under Murphy's latest public health emergency*. on nj.com. Published: Jan. 20, 2022, 5:28 p.m. | Updated: Jan. 21, 2022, 10:00 p.m.)

COMMUNICATIONS – Ms. Sheila Kwoka will be setting up the following Presentations for the Board of Trustees:

- Mr. Ken Franco – Food Service Supervisor
- Greenhouse – Rehabilitation Department
- Mary Jane Inman – Pastoral Services

OLD BUSINESS –

- The board unanimously adopted a motion, at the suggestion of the chair, to commend the leadership and staff of the hospital for their extraordinary effort in responding to the challenges caused by a recent CMS inspection focused on infection control and fit-testing of masks and for their overall response to the COVID-19 pandemic and the need to vaccinate all staff.

NEW BUSINESS:

- No new business at this time.

Ms. Deborah Howell, Lincoln Complex Administrator Lincoln Complex Update:

Lincoln Complex Initiatives:

- Lincoln Gym was used to administer Covid vaccinations and boosters to all staff hospital wide. Infection Prevention (IP) and nursing have done a phenomenal job.
- Lincoln Treatment Mall is currently closed due to the ongoing unit quarantines. For a few months we housed the Raycroft Clinic on the 2nd floor of the Treatment Mall while repairs were being completed in the basement. Recently, the Clinic moved back to Raycroft.
- The Lincoln Mall is expected to reopen shortly.
- Lincoln Complex has returned to Communal Dining in the 1st and 2nd floor cafeterias and patients are very happy.
- Three weeks ago, approximately 875 staff came through Lincoln Complex to be N95 fit tested by an outside agency over a period of 5 days. This was a tremendous collaborative effort, and we are very grateful that the process went extremely well.
- Lincoln Complex, King Unit, is our Covid Positive Unit for all complexes within our hospital. In recent months, we have implemented many rapid changes to accommodate the fluctuation in our patient positive Covid cases. Currently, King Unit is closed with zero positive patients.

- King Unit was reopened on, December 15, 2021, and was structured to house a capacity of 14 patients. By December 28, 2021, this capacity was increased to 26 patients due to the number of positive patients. In anticipation of the continued surge, we set up Lincoln Gym to house additional patients beyond the King Unit capacity. Two days later, December 30, 2021, the King unit was near capacity. Because of the ongoing spike, all patients were moved to the Lincoln Gym for increased capacity as well as more space for social distancing. Since December, we cleared approximately 131 positive covid patients through Lincoln Complex. Lincoln Program Coordinators (PC's) cover this unit on a rotational basis. Our complex ADON developed a tracking system and did an excellent job tracking the admission and discharges of patients in the unit.

Highlights Of Three Specialty Units:

- Lincoln Intensive Treatment Unit (ITU) has experienced a decrease in census from a previous average of 34 patients to 27 respectively. The continued reduction of census is enabling our medically compromised population to have a single bedroom. The new unit configuration will accommodate 16 men and 7 women. Currently, all women on the unit have a single bedroom. Although discharging patients from Lincoln ITU is challenging, the team has had some notable successes, such as, LITU team discharged patients with the following lengths of stay; 4 1/2 years, 23 years, 13 years, and 7 years.
- Lazarus Dialectical Behavior Therapy (DBT) Unit - A well awaited highlight for Lazarus Unit is the new Step-down DBT unit. Staff from Lazarus are currently working closely with Ms. Senni to prepare Transitional Living Unit (TLU) Cottage #11 which will house five patients in Dialectic Behavior Therapy, who are ready for a less restrictive setting. The patients will need to have Level 3 and the first transfer patient has been identified. This is a very exciting initiative to enhance DBT treatment provided to our patients here at Trenton Psychiatric Hospital (TPH).
- Kennedy Positive Behavior Support Unit (PBSU) – The resiliency of the PBSU is commendable. Following the surge, Covid positive staffing issues significantly impacted the program. Despite these challenges the team regrouped and developed a plan to continue the program without compromising fidelity. Some changes include temporarily suspending the Daily Point Sheets, programming adjustments, and keeping the Rewards Store operational. The last two weeks, we have reimplemented the Daily Point Sheets, introduced new programming groups and are moving forward with newly designed comfort rooms for the unit. The PBSU is exploring community outings as part of the Rewards Program.

COMMENTS FROM THE PUBLIC – No comments from the Public at this time.

ADJOURNMENT

The meeting was adjourned at 11:05 a.m. The next meeting is scheduled for Thursday, March 17, 2022, at 9:30 a.m., via Microsoft Teams.

Respectfully submitted,

Sheila Kwoka
Secretary Board of Trustees

Neil Weisfeld
Chairperson

NW/sk