



PLANNING & OPERATIONS COMMITTEE MEETING

To improve the lives of people affected by behavioral health and developmental and/or intellectual challenges.

DATE: Thursday, January 18, 2017
TIME: 5:30 PM
PLACE: 1430 Collier Street – Board Room, Austin, Texas 78704

AGENDA

- I. Citizens' Comments** (Presentations are limited to 3 minutes)
- II. Approval of Minutes from December 7, 2017 Planning & Operations Meeting** (pgs. 2-3)
- III. Recommendation to Approve Title VI Plan (Goal 2)** (Weden, pgs. 5-6)
- IV. Recommendation to Approve Quality Management Program Plan (Goal 2)**
(Baker, Moscal, pgs. 6-7)
- V. Recommendation to Approve Contract for Medical and Pharmaceutical Waste Management (Goal 2)** (Franke, pgs. 7-13)
- VI. Information Item: P&O Dashboard (Goal 3)** (Baker, pgs. 13-14)
- VII. Information Item: Authority Report: HHSC Performance Measures for FY 2017 (Goal 2)**
(Moscal, pgs. 14-21)
- VIII. Discussion Item: Chief Operations Officer Report – (Goal 2 &3)** (Handley, pg. 22)
 - Clinical Service Delivery
 - Program Support
- IX. New Business**
 - Identify Consent/Non-Consent Agenda Items
- X. Citizens' Comments**

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PLANNING & OPERATIONS COMMITTEE MINUTES

DATE: Thursday, December 7, 2017
TIME: 5:30 PM
PLACE: 1430 Collier Street – Board Room
Austin, TX 78704

MEMBERS PRESENT: Dr. Guadalupe Zamora, Luanne Southern

MEMBERS ABSENT: Sarah Churchill Llamas

OTHER BOARD MEMBERS PRESENT: None

Integral Care staff were present

The Acting Chair, Guadalupe Zamora, called the meeting to order at 5:31 p.m.

CITIZENS' COMMENTS

None.

APPROVAL OF MINUTES

The minutes of the October 19, 2017 meeting stand approved as submitted.

RECOMMENDATION TO APPROVE AUTHORIZING THE CEO TO ACCEPT, IF AWARDED, FUNDS ASSOCIATED WITH INTEGRAL CARE'S HB 13 COMMUNITY MENTAL HEALTH GRANT PROGRAM PROPOSAL (GOAL 2) Hugh Simmons provided Committee with an extensive overview of this two year grant proposal. Mr. Simmons spoke to what the grant will provide over the next 3 years. Discussion ensued. Luanne Southern called for a motion to recommend to the Board the approval of proposed recommendation. Dr. Zamora second. All in favor. Motion carried. *This item will be added to the consent agenda.*

RECOMMENDATION TO ACCEPT, IF AWARDED, FUNDS ASSOCIATED WITH INTEGRAL CARE'S PROPOSAL IN RESPONSE TO AISD RFP P18-038 "SCHOOL MENTAL HEALTH CENTERS" (GOAL 2) Hugh Simmons gave overview and update of the RFP. He spoke to the Committee about the proposal to establish on-campus programming for students. Discussion ensued. Luanne Southern called for a motion to recommend to the Board the approval of proposed recommendation. Dr. Zamora second. All in favor. Motion carried. *This item will be added to the consent agenda.*

INFORMATION ITEM: UTILIZATION REVIEW OF SMHF BED DAYS (GOAL 1) Dr. Lesa Brown-Valades gave extensive overview of Austin's per capita bed-day use and how it's the third highest of all Centers in the state. Discussion ensued.

DISCUSSION ITEM: CHIEF OPERATIONS OFFICER (COO) REPORT

Dawn Handley provided the Committee with a brief verbal report regarding clinical service delivery and program support. Discussion ensued. *This item will be added to the consent agenda.*

NEW BUSINESS

The items listed below were decided for Consent/Non-Consent Agenda:

Consent:

Recommendation to Approve Authorizing the CEO to Accept, if awarded, Funds Associated with Integral Care’s HB 13 Community Mental Health Grant Program Proposal (Goal 2)

Recommendation to Accept, if awarded, Funds Associated with Integral Care’s Proposal in Response to AISD RFP P18-038 “School Mental Health Centers” (Goal 2)

Chief Operations Officer (COO) Report (Handley)

Non-Consent:

None

CITIZENS’ COMMENTS

None.

ADJOURNED

The meeting adjourned at 6:28 p.m.

Guadalupe Zamora

Kendra Green

Date



Board of Trustees

Planning and Operations Committee

January 18, 2018



I. Citizens' Comments



II. Approval of Minutes from
December 7, 2017
Planning & Operations Meeting



III. Recommendation to Approve
Title VI Plan (Goal 2)

David Weden, Chief Administrative
Officer/Chief Financial Officer



Questions/Comments?



IV. Recommendation to Approve Quality Management Program Plan (Goal 2) Verbal Report

James Baker, MD, MBA, Systems Chief Medical Officer
Melody Moscal, ASQ, Certified Quality Manager/Organizational
Excellence, for Quality Management Program Manager



Questions/Comments?



V. Recommendation to Approve Contract
for Medical Pharmaceutical Waste
Management (Goal 2)

Craig Franke, MD
Chief Medical Officer



Background

- Lack of standardized practices for medical waste disposal across sites.
- Risk of noncompliance with standards for the Joint Commission and OSHA.



RFP for Medical and Pharmaceutical Waste Management

- 3 year contract for pick-up and disposal of used syringe, medical waste, and hazardous drug disposal at Integral Care facilities, with an option by integral Care to renew for an additional period of 1 year.
- IC facilities include all residential, respite, & clinic-based services.
- Frequency of services range from every 3-6 months.
- Contract will reside in medical services (Unit 105).



Proposals Received

- Only one proposal received:
Stericycle, Inc.
Joe Sagala, Government Specialist
4010 Commercial Avenue
Northbrook, IL 60062
(800) 251-8501
government@stericycle.com
Not HUB.



Stericycle, Inc.

- Specializes in collecting and disposing regulated substances, such as medical waste, sharps, and pharmaceuticals.
- Stericycle was founded in 1989 as a regulated medical waste company.
- Provides biohazard waste, DOT, and online trainings, as well as on-site mock OSHA evaluation and annual blood-borne pathogens training.
- Provides records management and 10% discount on healthcare products.



Pricing

Annual Total \$46,711.44 per year*

- \$143.33 per month
 - Pick ups every 24 weeks (2 stops/yr)
 - Rundberg; Community First; ANEW; Dove Springs; Riverside
- \$286.57 per month
 - Pick ups every 12 weeks (4 stops/yr)
 - E 2nd St; NTP; PES/Inn; Herman Center; Alameda House
- \$430.00 per month
 - Pick ups every 8 weeks (6 stops/yr)
 - E 15th St; Next Step

**\$75 each additional pickup outside scheduled frequency.*

**plus 10% of current rate for each additional container exceeding maximum annual allowed.*



Pricing (continued)

- \$625.00 per month*
 - Pick ups every 8 weeks (6 stops/yr)
 - E 2nd St Pharmacy drug disposal
- \$258.12 per month*
 - Pick ups every 12 weeks (4 stops/yr)
 - Dove Springs Pharmacy hazardous drug disposal

* Assuming 30 containers max per year.

* \$700 each additional stop and \$200 each additional container.



Proposal Review Process

- The proposal was reviewed and scored by individual committee members. Scored along 13 unweighted dimensions (1-5) with maximum score of 65.
- Although there was only one proposal submitted, recent proposals were available from Stericycle and Gamma Waste Systems for comparison from a previous RFP.
 - Gamma: only one container size; no protective gear; no regulatory compliance training.



RFP Review Committee

- Sheri Stiffler, Practice Administrator
- Patricia Corrigan-Strickland, Director of Pharmacy
- Jack Reed, Nursing Supervisor
- John Nguyen, Assoc. Medical Director



Review Committee Scoring

Evaluation Criteria (1-5)	Individual Reviewer Scores				Average Score
	Corrigan-Strickland	Nguyen	Reed	Stiffler	
1. Multiple sized containers for medical waste	3	3	3	3	3.0
2. Multiple sized containers for syringe devices	3	3	3	3	3.0
3. Multiple sized containers for biohazard waste	3	3	3	?	3.0
4. Multiple sized containers for non-controlled medications	3	3	3	?	3.0
5. Sample P&Ps provided	3	1	3	2	2.3
6. On-site and remote training	1	5	3	3	3.0
7. Frequency of waste removal	3	3	3	3	3.0
8. Protective gear offered	3	3	0	2	2.0
9. Regulatory compliance training offered	3	5	3	3	3.5
10. Overall pricing	3	1	3	3	2.5
11. Reference checks	3	3	3	3	3.0
12. Overall product offering	1	5	3	3	3.0
13. Meets regulatory standards	3	3	3	3	3.0
TOTAL (Max 65)	35	41	36	31	37.25



Proposal Review Process

- References were contacted.
 - 3 of 5 references responded
 - 2 responded positively that they would contract with Stericycle again and that Stericycle fully met expectations for services provided to that agency.
 - State of Minnesota
 - Jacksonville, FL, Medical Examiner's Office
 - 1 reference declined to respond positively or negatively due to state policy (Massachusetts).



Committee Recommendation

- The committee voted to accept the proposal submitted by Stericycle, Inc.
 - Robust services and resources to meet a variety of clinical needs currently and in future expansions.
 - Ability to provide extensive compliance resources and support.
 - Regulated medical waste & sharps management as well as hazardous drug disposal.
 - Experience providing regulated medical waste disposal services to organizations who service individuals with intellectual and developmental disabilities, as well as children and adults with behavioral health needs.



VI. Information Item: P&O Dashboard (Goal 3)

James Baker, MD, MBA
Systems Chief Medical Officer



Questions/Comments?

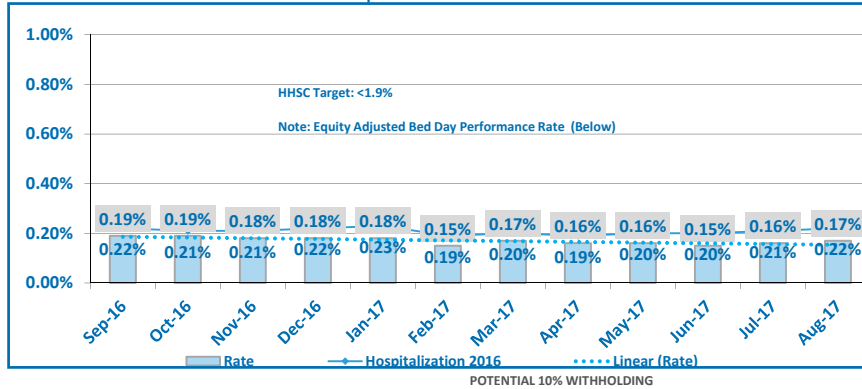


VII. Information Item: Authority Report: HHSC Performance Measures for FY 2017 (Goal 2)

Melody Moscal, ASQ, Certified Quality
Manager/Organizational Excellence, for Quality
Management Program Manager



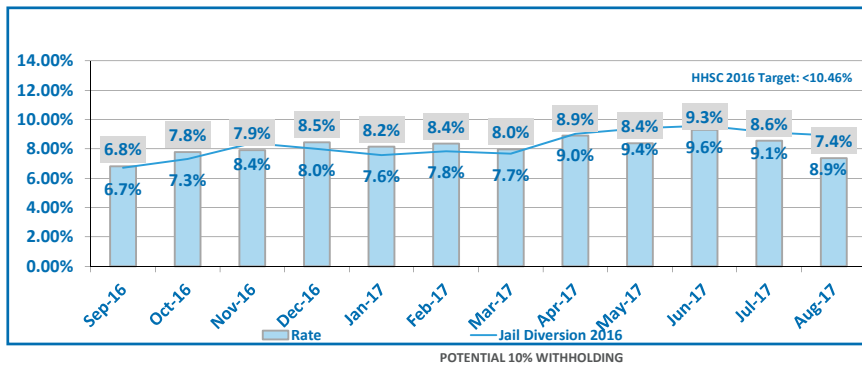
HHSC Performance Measures
Fiscal Year 2017
Hospitalization



AVERAGE MEETS TARGET REQUIREMENT
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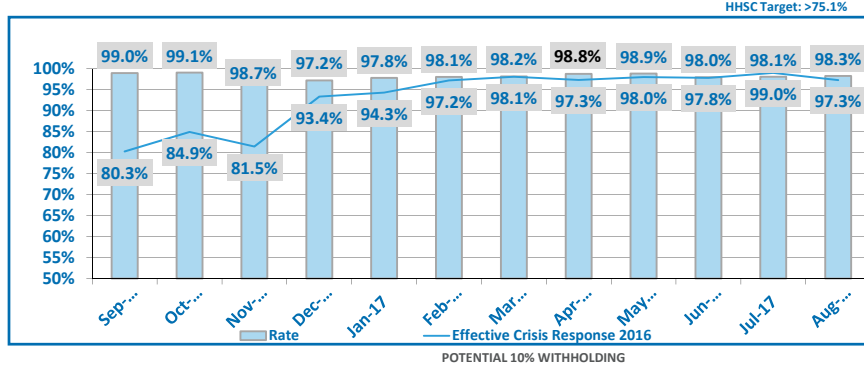
HHSC Performance Measures
Fiscal Year 2017
Jail Diversion



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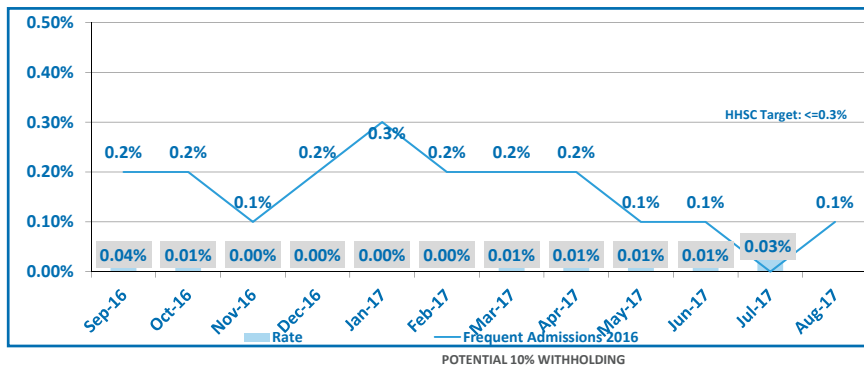
HHSC Performance Measures
Fiscal Year 2017
Effective Crisis Response
Services



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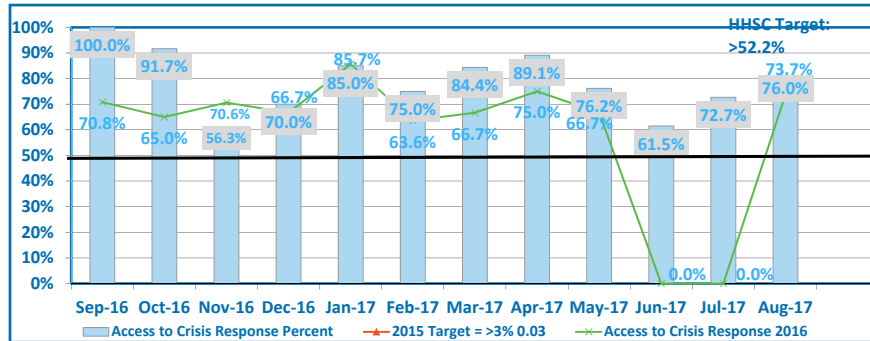
HHSC Performance Measures
Fiscal Year 2017
Frequent Admissions



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HHSC Performance Measures
Fiscal Year 2017
Access to Crisis Response Services



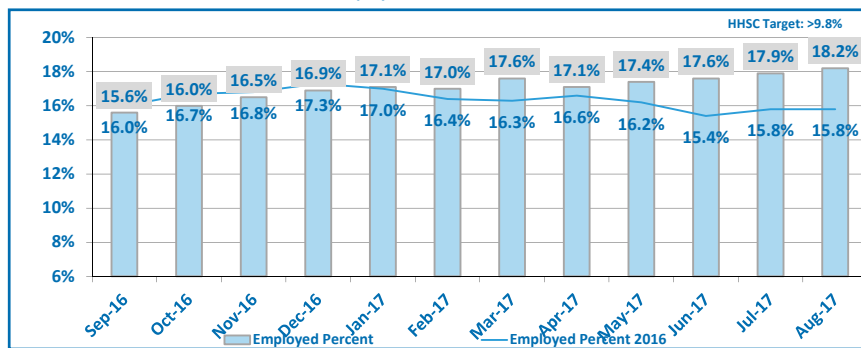
POTENTIAL 10% WITHHOLDING
NO FY2016 JUNE OR JULY DATA

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HHSC Performance Measures
Fiscal Year 2017
Employment



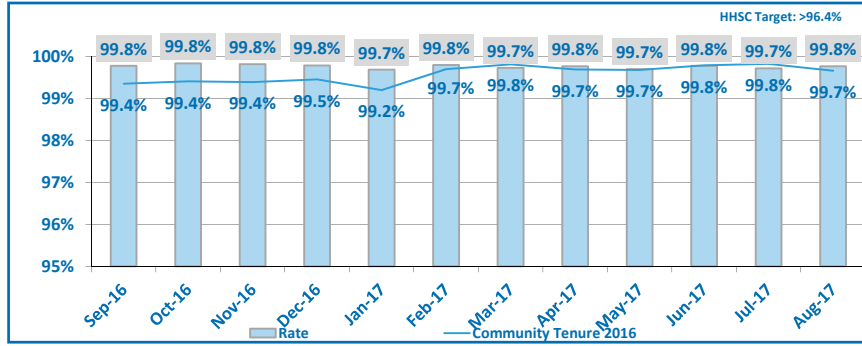
POTENTIAL 10% WITHHOLDING

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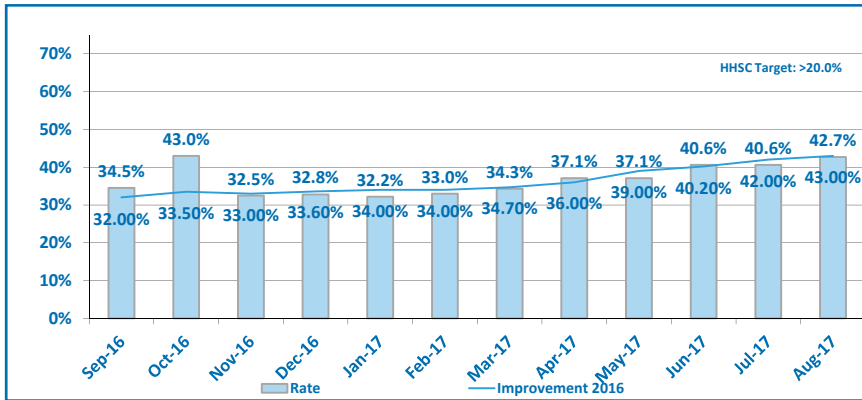
HHSC Performance Measures
Fiscal Year 2017
Community Tenure (AMH)



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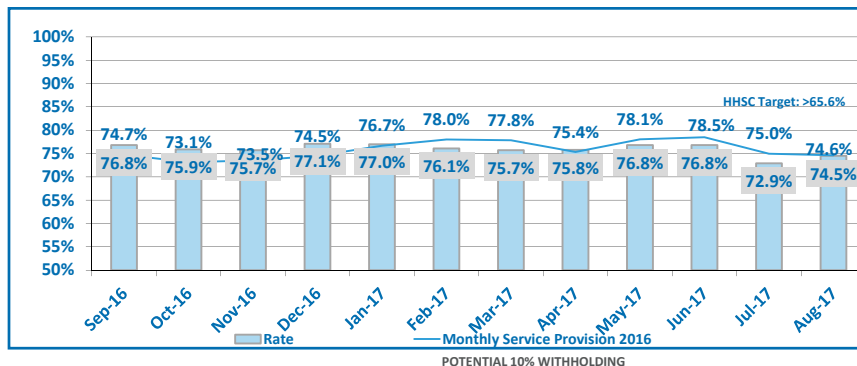
HHSC Performance Measures
Fiscal Year 2017
Improvement (AMH)



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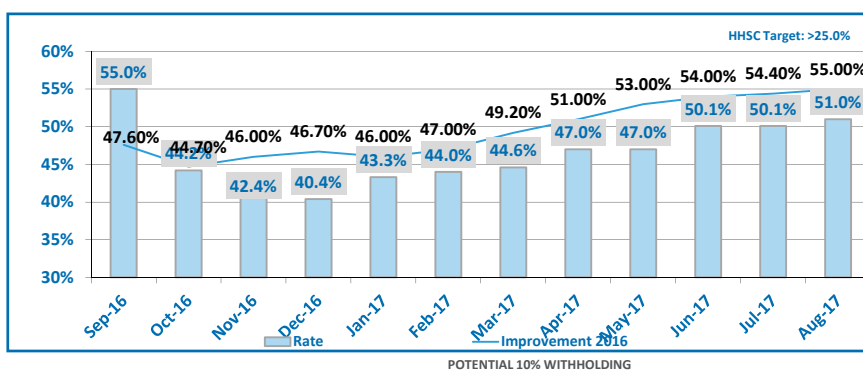
HHSC Performance Measures
Fiscal Year 2017
Monthly Service Provision (AMH)



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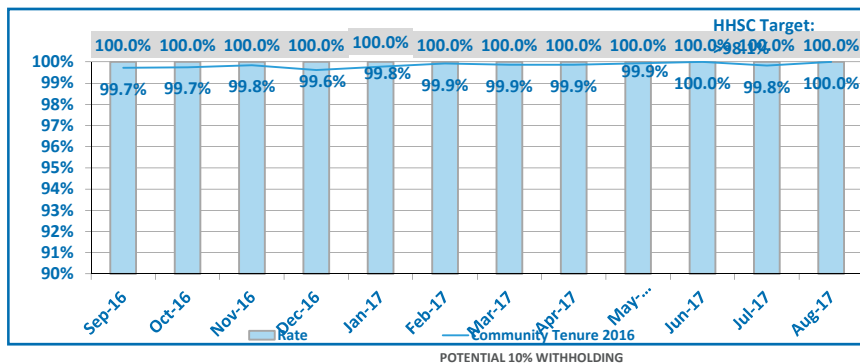
HHSC Performance Measures
Fiscal Year 2017
Improvement (CMH)



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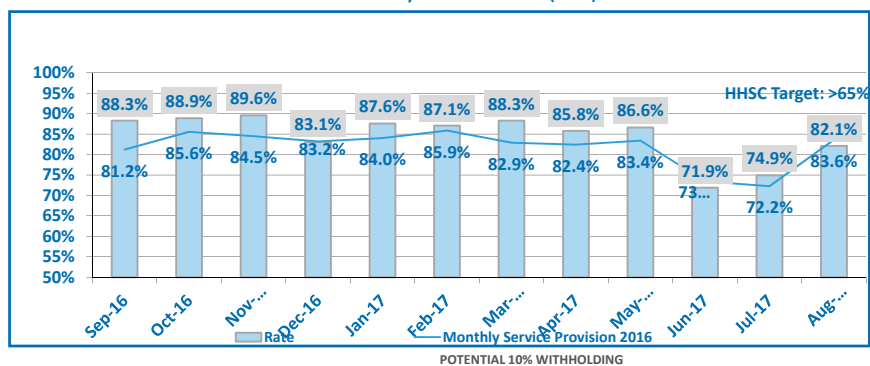
HHSC Performance Measures
Fiscal Year 2017
Community Tenure (CMH)



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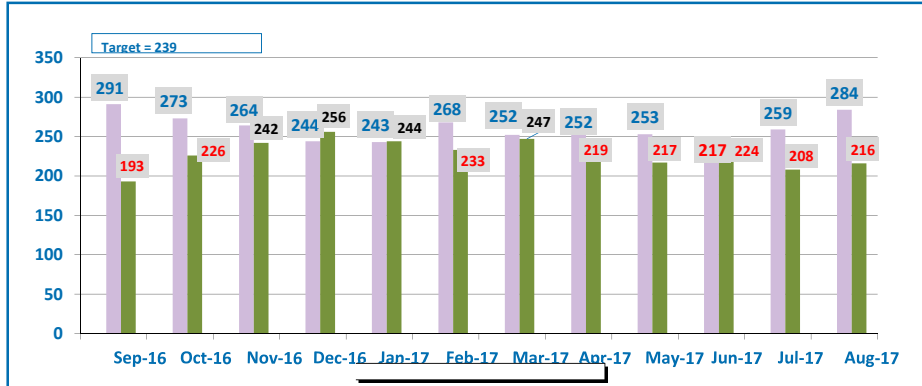
HHSC Performance Measures
Fiscal Year 2017
Monthly Service Provision (CMH)



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DADS SUMMARY OF SERVICES UTILIZED



AVERAGE DID NOT MEET TARGET REQUIREMENT

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Questions/Comments?



VIII. Discussion Item: Chief Operations Officer Report (Goal 2 & 3)

Dawn Handley, Chief Operations Officer



Discussion



IX. New Business



X. Citizens' Comments



