



JOINT CONFERENCE COMMITTEE FOR SEMPERVIRENS

January 12, 2026
1:30 pm – 3:00 pm

MEETING MINUTES

NAME	TITLE	DEPARTMENT
Emi Botzler-Rodgers, LMFT	Director	Behavioral Health
Paul Bugnacki, LCSW	Deputy Director	Behavioral Health
Christine Skotzko, MD	Medical Director	Behavioral Health
Cyanne Brocious, MSN, RN	Director of Nursing	Behavioral Health
Steve Madrone	Supervisor – 5 th District	Board of Supervisors
Rex Bohn	Supervisor – 1 st District	Board of Supervisors
Amy Cone	Quality Improvement Coordinator	Behavioral Health
Jessica Duke, LMFT	Interim Hospital Administrator	Behavioral Health
Teresa M Domingo-Chase	Executive Secretary	Behavioral Health

Email Public Comment:

To submit public comment to the Joint Conference Committee (JCC) email HHSMHB@co.humboldt.ca.us provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

Zoom Public Comment:

*When the Joint Conference Committee (JCC) announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call 669-254-5252, enter Meeting ID 160 455 2030, Passcode 640492 and press star (*9) on your phone, this will raise your hand. You'll continue to hear the JCC meeting on the call.*

When it is time for public comment on the item you wish to speak on, the Moderator will unmute your phone. You'll hear a prompt that will indicate your phone is unmuted. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.

The County of Humboldt is committed to providing equal access to all county programs, services, and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodations or modification

can be made. Please contact Behavioral Health Administration at 707-268-2990 or by email at HHSMHB@co.humboldt.ca.us or the ADA Coordinator at 844-365-0352 or by email at ada@co.humboldt.ca.us

Meeting documents can be found at:

<https://humboldt.gov/3172/Sempervirens-Joint-Conference-Committee>

A. Roll Call - 1:33 pm

Amy Cone, Quality Improvement Coordinator and Jessica Duke, Interim Hospital Administrator were absent.

B. Welcome, Overview & Introductions

Director Emi Botzler-Rodgers provided meeting welcome and purpose.

C. General Public Comment –This is an opportunity for members of the public to speak on items that are not on the agenda for today’s meeting. Public comment will also be taken following each agenda section. Please see options above to participate in public comment

No attendees from the public

D. Review and approval of the agenda

No changes or additions requested. Dr Skotzko made a motion to approve the agenda, Supervisor Bohn seconded. Approval of the agenda was unanimous.

E. SV/CQI reports – **Reports submitted and reviewed by Paul Bugnacki and Cyanne Brocious. Reports can be found on the Joint Conference Committee Webpage.**

I. Executive Summary

I. Plans

1. Infection Prevention and Control Plan
2. Emergence Action Plan
3. Utilization Review Plan for FY 25-26
4. SV Workplan

II. Reports

- A. Seclusion & Restraints
- B. Infection Control Reports

C. Medical Records Reports

D. Quality Improvement (QI) Tracking Forms Reporting

E. SV Documentation Monitoring

- a. Social Workers
- b. Physicians
- c. Nurses

F. Fire & Disaster Drills

G. Life & Safety Monitoring

- H. SV Staff Straining Completion Report
- I. Morbidity & Mortality (M&M) reports and reviews
- J. Acute Transfers
- K. Peer Review for Psychiatric Prescribers/MDs (inpatient and outpatient)
- L. Patient Satisfaction Survey Report
- M. Medication Reconciliation
- N. SV Incident Reports (IR) & Unusual Occurrence Report (UOR)
- O. SV Indicator Dashboard
- P. Utilization Review (UR) Reports / SV Admission and After Care Report (called SV-UR Dashboard Report)
- Q. Medical Care Evaluation (MCE)
- R. Dietary Monitoring
- S. Patient's Rights Advocate Monitoring: Certification Hearing Results
- T. SV Policy Updates
- U. Pharmacy and Therapeutics (Inpatient Medication Monitoring)

F. Closed session –

- I. Provider appointment/reappointment– (Government Code section 54957(b)(1).) The Behavioral Health Executive Committee has reviewed and accepted the credentials for the medical staff identified in submitted report and recommends the Joint Conference Committee accepts the recommendation and approve the medical staff's privileges as requested.

Approval of Christine Skotzko, MD appointment to Medical Director was unanimous.

G. Adjourn - ***Emi adjourned the meeting at 2:35 pm. Next meeting is scheduled for March 5, 2026.***