DIRECT CARE AND TREATMENT

Meeting Minutes
DCT Executive Board Meeting

Thursday, August 21
Direct Care and Treatment
3200 Labore Road Suite 104 Vadnais Heights, MN 55110
(Meeting was held with a virtual option for board members and the public)
3:00 PM – 5:04 PM

DCT Executive Board Attendees

Board Chair Carol Olson, Vice Chair Dr. Paul Goering, Shireen Ghandi, Cathy Chavers, Mary Maertens, John Dinsmore, Lynn Butcher, Dr. Prachi Striker, Laurie Halverson

DCT Staff in Attendance

Marshall E. Smith, Dr. KyleeAnn Stevens, Leah Tabbert, Wade Brost, Dr. Soniya Hirachan, Nancy Johnston, Chris Sprung, Nancy Freeman, Breanna Drummer, Kari Gallagher

3:00 p.m. Introductions/Roll Call

- A quorum was established based on the number of members present, allowing the board to proceed with official business.
- Board Member Laurie Halvorson arrived at 3:12 p.m.

Board Member	Present	Not Present	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens	X		
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		
Laurie Halvorson	X		
Lynn Butcher	X		

3:05 p.m. Consent Agenda Items

- Approval of July Meeting Minutes
  - Board members reviewed the July meeting minutes

Board Member	Vote For	Vote Against	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens	X		
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		

- Cathy Chavers motioned to approve the July meeting minutes; John Dinsmore seconded. All in favor, no opposition. **Motion passes.**

Privileging and Credentialling

Board Member	Vote For	Vote Against	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens	X		
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		

- Board members reviewed the privileging and credentialing documents from June and July
- Dr. Prachi Striker motioned to approve Privileging and Credentialing; Cathy Chavers seconded. All in favor, no opposition. **Motion passes.**

Board Chair and Vice Chair request to Attend the Annual Excellence Conference and Receive Reimbursement.

Board Member	Vote For	Vote Against	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens	X		
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		

- John Dinsmore motioned to approve attendance and reimbursement for the Board Chair and Vice Chair to attend the Annual Excellence Conference (AEC) and to receive reimbursement; Dr. Striker seconded. All in favor, no opposition. **Motion passes**

3:15 p.m. CEO /Board and Vice Chair Updates

- Minnesota Hospital Association (MHA) Trustee Summer Conference/Advisory Committee
  - Dr. Paul Goering shared reflections on his experience attending the MHA Trustee Summer Conference.
    - He noted the conference provided valuable networking and educational opportunities relevant to Board service.
    - Dr. Paul Goering expressed interest in continuing to attend future MHA Conferences as they are offered.
  - Marshall E. Smith provided the update on the establishment of the Advisory Committee.
    - The committee will operate from January 1, 2025 – December 31, 2027.

        - Membership will include: four legislators (Sen. John Hoffman, Sen. Paul Utke, Rep. Bianca Virnig, Rep. Dave Baker), one AMC representative (pending), one union representative (Jessica Langhorst), one NAMI Minnesota representative (pending), and two members with lived experience to be appointed through the Secretary of State's Office.
        - Orientation for committee members is planned prior to the start of their work.
        - The committee will serve in an advisory capacity to the DCT Executive Board.

- Board Workgroup Discussion
    - Staff will attend the next Board meeting to present on established workgroups.
    - The Quality, Compliance, and Finance Workgroup will begin its work, and Board members were encouraged to join.
    - Dr. KyleeAnn Stevens suggested one physician be added to the Quality Workgroup.
    - Additional discussion occurred around non-voting members and their ability to participate in workgroups.
    - It was clarified that non-voting members may serve on workgroups in an advisory role; however, no formal Board action will be taken within the workgroups themselves.
    - Members emphasized the importance of aligning workgroup processes with Open Meeting Law requirements.

- Overview on the First 30 Days Post-Transition
    - Marshall E. Smith provided an overview of the first 30 days following the transition to independence from the Department of Human Services (DHS).
    - He noted that the organization had implemented work of 47 transition workgroups over the past two and a half years, and these responsibilities have now shifted into day-to-day operations.
    - Dan Storkamp, Operations Support Services Executive Director, will continue working with leadership and staff to monitor any outstanding items from the transition workgroups and integrate them into ongoing operations.
    - A PDSA (Plan–Do–Study–Act) process will be conducted to ensure all statutory requirements have been met. A proactive internal review is underway, with the potential for additional state-level auditing.
    - Leadership has been meeting regularly with the Governor's Office to provide updates on the transition. These meetings will continue for the next 6 to 12 months at the Governor's discretion.

- DCT Overview of Service Lines
    - Marshall E. Smith and members of the Executive Team provided an overview of DCT's service lines as part of Board orientation.
    - **Community-Based Services (CBS):**
        - Residential group homes, vocational programs, mobile teams, and crisis homes statewide.

        - Expansion into children's crisis homes and integrated community support apartments.
        - Implementation of the Avatar electronic health record**.**
    - **Outpatient Services:**
        - Special Care Dental Clinics across Minnesota; development of IV sedation services.
        - Outpatient psychiatry and pharmacy services, including a Post-Graduate Year Two residency program.
    - **Forensic Services:**
        - Treatment of individuals committed as Mentally Ill and Dangerous (MID).
        - Community integration, competency attainment, and jail consultation services.
        - Vacancy rates reduced significantly from prior years; Certified Nursing Assistant (CNA) program showing positive results.
    - **Mental Health and Substance Abuse Treatment Services (MHSATS):**
        - Eight hospitals and six residential treatment facilities, including the Anoka-Metro Regional Treatment Center.
        - Staff vacancy rate reported at 8.9%**,** a reduction from 18% in prior years
        - Recent accreditations successfully achieved.
    - **Minnesota Sex Offender Program (MSOP):**
        - Approximately 760 clients across Moose Lake and St. Peter campuses.
        - Step-down Community Preparation Services (CPS) program supporting reintegration.
        - Staffing vacancies remain challenging in clinical therapy roles.
    - **Medical Services:**
        - Oversees medical staff and admissions team.
        - Initiatives underway to reduce restraint/seclusion, update dashboards, and strengthen recruitment/retention of physicians and dentists.

4:00 p.m. Communications (Chris Sprung)

- DCT Intranet and Public Facing Website
    - Chris Sprung provided an overview of the new employee intranet and the public-facing DCT website.
    - Both platforms are operational and will continue to be expanded with additional content.
    - The GovDelivery digital email platform is being developed to provide targeted updates, specifically for lawmakers and legislative staff. The system will be fully operational in the near future.
- Media Relations Protocol
    - Media relations protocols were reviewed.
    - High-profile or sensitive communications will be coordinated with the Governor's Communications Office to ensure consistent messaging and compliance with state protocols.
- Update on Communication Staff
    - Chris Sprung reported that additional staff have been hired to support communications.

- Positions include a digital/graphic designer and a website/intranet content manager.

4:25 p.m. Hospital Exclusion Patient Exception (Dr. KyleeAnn Stevens)

- Request: Dr. KyleeAnn Stevens requested Board approval to allow up to 10 civilly committed patients currently hospitalized in community hospitals to be prioritized on the Priority Admissions waitlist this year, and up to 10 again next year.
- Delegation: Case selection and prioritization to be delegated to the Executive Medical Director's Office for timely determinations using the established scoring criteria.
- Status Note: One patient has already been admitted under this exception; the Board's action includes retroactive affirmation of that admission.

Board Member	Vote For	Vote Against	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens			X
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		

- Dr. Prachi Striker made a motion to approve the hospital exclusion patient exception as of July 1, 2025, Dr. Paul Goering seconded. All in favor, no opposition. **Motion passes**.

5:04 p.m. Dr. Prachi Striker made a motion to adjourn the meeting, John Dinsmore seconded. All in favor, no opposition. **Motion passes**.

Board Member	Vote For	Vote Against	Abstain/Absent
Carol Olson	X		
Dr. Paul Goering	X		
Shireen Gandhi	X		
Mary Maertens			X
John Dinsmore	X		
Dr. Prachi Striker	X		
Catherine Chavers	X		