

July 28, 1960

Regular meeting of the Camarillo State Hospital Advisory Board was called to order at 1:30 p.m. by Chairwoman Teague. Present were Mrs. Teague, Dr. Garrett, Mr. George Grimes, Mr. Mike Vujovich, Dr. May, Dr. Nash, Mr. Guy Craig and Mr. Macy.

Reading of previous meeting minutes was temporarily postponed to allow Dr. May time to outline to the Board, a new admission procedure about to be instituted at this hospital. Dr. May reported that this new procedure in admissions is the result of a long time study by our Staff, which is being assisted in the beginning by expert analysts from the Department of Mental Hygiene, working in close conjunction with hospital personnel.

The findings and recommendations of this group will completely re-vamp the existing admission procedure, which has been standard, not to this hospital alone, but to all hospitals nation-wide. New procedure would cut in half the some 70 forms involved in a patient's admission, reduce the period of time a new patient stays on the admitting ward from two to three weeks to a matter of one to three hours.

Under the new procedure, both men and women will be admitted through one reception center. Here all necessary preliminary procedures will be accomplished; i.e., photographed, examined, x-rayed, laboratory tests run and classified as to type treatment to be started and sent immediately to a ward where treatment as indicated will be administered.

To accomplish this dispersion of the treatment program, the wards will be grouped into two-ward units, to serve as receiving and intensive treatment and continued treatment units, manned by a sympathetic team of ward physicians, nursing staff, psychologist and social worker, all of which will work directly with the patient for the duration of his entire treatment, and eventual release.

Dr. May, after a brief open discussion of the new admission program, was excused to attend to his regular duties.

The Chair then asked for a reading of the minutes of the previous meeting which were approved and accepted as read with one exception--Mr. Grimes suggested that his name as Secretary to the Board not be typed as such when he was not present at a meeting. Correction made.

Dr. Garrett was asked to outline recent administrative changes involving treatment of patients which he did by saying arrangements have been made to provide almost immediate intensive treatment of patients on wards as explained by Dr. May under the new admitting system. The existing receiving and treatment building will still serve as a focal point for all new admissions, the processing involved and assignment to a ward treatment unit.

The receiving and treatment building will continue to house and treat medical, surgical and neurological cases as well as be the main admission and discharge center. This will provide an increase in capacity of existing medical and surgical sections by the transfer of patients to other wards and units from the present receiving wards.

Dr. Garrett was then asked to discuss and explain budget problems and how the so-called "flexibility program" would affect this hospital--this he did by stating he was faced with the problem of improving the care and treatment program for the 1961-62 budget year with the same amount of funds as had been appropriated for the current year. He said he was also faced with the fact that this hospital had the lowest ratio of nursing service employees to patients of any hospital in the State and to bring our ratio to that of the average of all hospitals, we should have at least 200 additional employees, and if under the new plan of making each two wards a receiving and intensive training unit, 600 additional employees would be required under the staffing ratio for this type unit. But we hope the plan to start the program with our present personnel quota will not fail, thereby forcing us to request emergency help.

Dr. Garrett mentioned complaints he had received in connection with the preparation and serving of food at the Childrens Unit, that food was not prepared especially for children, neither was it prepared in their own kitchen. Dr. Garrett explained that a complement of experienced culinary workers had never been approved for this service and we, therefore, were obliged to prepare food served the childrens unit in a central kitchen. Dr. Garrett stated he has made an emergency request for the addition of one dietitian, three cooks and three Food Service Assistants to man the Childrens Unit kitchen and dining room.

Dr. Garrett then discussed the need for watchmen, or security officers, explaining that although we have made repeated requests for such positions, none have been granted and we have been obliged to obtain yearly approval from the Director to use, or borrow position numbers from Nursing Service for use as watchmen. These four nursing positions assigned to other duties, weaken the nursing program proportionately. Dr. Garrett stated he again was requesting a sufficient number of established watchmen positions to provide adequate grounds and patient protection.

Dr. Garrett then mentioned a letter he recently received from Dr. Blain attached to which were numerous pages of questions relating to hospital operation, management, policy, treatment, supervision, escapes, property damage, fires, etc. A detailed and factual reply has been made. Dr. Garrett requested Dr. Nash to read the questions propounded and the replies given.

After an open discussion of the questions and answers it was the unanimous decision of the Board that they, at the proper time, should take such action as deemed advisable. It was the unanimous opinion of the Board that the questions had been well answered in a straightforward, factual manner.

The Chair mentioned receipt of a communication from Assemblyman Bruce Allen regarding current budget allocation, also a letter from Mr. Olsberg expressing appreciation of the Board's interest and action as concerns the salary range of culinary workers, particularly Food Service Assistants.

Meeting adjourned at 4:10 p.m.

GEORGE GRIMES, Secretary

by B. W. Tracy

Recorder