



Meeting Minutes

August 6, 2009

<i>Members present:</i>	Don Bruland, Judith Cunio, Sharon Ely, Angela Munkers, Dayle Niemie, Michael Volpe
<i>Members absent:</i>	Patricia Brost, Lyla Swafford
<i>Others present:</i>	Jeanette Burket, Joan Claypool, Art McCurdy, Maria Michael, Glenna Niemie, Carol Simonds, Abby Solomon, Cheryl Willcoxon,
<i>Staff present:</i>	Yvonne Fleming, Leslie Houston, Kelly Rosenau, Cheryl Sanders

MEETING CALLED TO ORDER

The meeting was called to order at 10:15 am by Vice Chair Mike Volpe.

INTRODUCTIONS

Introductions were made by all in attendance.

ADOPTION OF AGENDA

The agenda was reviewed and accepted as presented.

APPROVAL OF MINUTES

The minutes of June 4 were reviewed. **Motion** was made by Dayle Niemie to accept the minutes. **Seconded** by Judy Cunio. **Approved.**

ANNOUNCEMENTS

A moment of silence was held in honor of Scott Lay. Cheryl Sanders announced there would be a Celebration of Life for Scott at the Pavilion at Riverfront Park in Salem on August 17, 3:00 pm – 6:00 pm.

Dayle Niemie announced that he will be holding a benefit car show for Muscular Dystrophy over Labor Day weekend.

PUBLIC TESTIMONY

Abby Solomon reported that SEIU is continuing to work on workforce development grants, training and workforce development for HCWs, and national healthcare reform which includes long-term care services.

WORKERS' COMPENSATION UPDATE

Kelly Rosenau reported the following:

- May 2009
 - 19 new claims were filed.
 - Slips, trips, falls, and pushing/pulling led the injury types.
 - The back was the most injured body part.
 - 158 active claims at the end of May.
- June 2009
 - 17 new claims were filed.
 - Lifting/transferring led the injury types.
 - The back was the most injured body part.
 - 161 active claims at the end of June.

HUBB UPDATE

Cheryl Willcoxon reported:

- HUBB Enrollment Statistics
 - June
 - 160 new HCWs enrolled in medical/dental coverage
 - 138 HCWs lost medical/dental coverage
 - 56 HCWs enrolled in COBRA medical
 - 45 HCWs enrolled in COBRA dental
 - July
 - 181 new HCWs enrolled in medical/dental coverage
 - 150 HCWs lost medical/dental coverage
 - 55 HCWs enrolled in COBRA medical
 - 42 HCWs enrolled in COBRA dental
 - Total enrollment figures
 - 4,206 HCWs enrolled in medical coverage
 - 4,203 HCWs enrolled in dental coverage
- HUBB's July 2009 invoice to DHS for HCW insurance premiums totaled \$2,781,368.70 including adjustments and ARRA premium reduction for COBRA participants.
- Monies held in reserve (under insurance contracts) by ODS and Kaiser to stabilize premium increases as needed in the future total \$8,584,931.49.
- HUBB's year-to-date and quarterly budget/expense report was presented.
- HUBB received approximately 660 calls in July.

OHCC BUDGET UPDATE

Claudia Babcock presented the "2007-2009 Home Care Commission Budget to Actual Report, July 1, 2007 through June 30, 2009." Claudia stated that next biennium's budget is still being worked on as well as the final report for the 2007-2009 biennium. It could be another month before the next biennium's budget is finalized.

TRAINING UPDATE

Leslie Houston reported:

- Training classes held: May – 54, June – 60, July – 56. Total attendance and average per class has gone down somewhat due to the summer months.
- 3,568 unduplicated HCWs have been trained to date since the training program started.
- Total attendance at training classes from July 1, 2008, through June 30, 2009, totaled 9,569. 91.24% of those attending were HCWs. 566 classes were held in the same time period.
- 3,252 HCWs who registered for training classes from July 1, 2008, through June 30, 2009, did not show up for the classes and did not call in to cancel their registration.
- 101 HCWs have received Professional Development awards.

Discussion was held regarding catering services at the training classes. The Training Department is paying more for food than is necessary because of the high number of HCWs registering for, but not showing up at the trainings and not calling in to cancel their registration. Catering is a service that could be eliminated without affecting the actual training received by HCWs, and it is a reduction that could show immediate results. It was stated during the Training Committee meeting on Wednesday that a survey of 250 HCWs revealed that HCWs are willing to forfeit the food in order to keep the training level as it is. **Motion** was made by Sharon Ely to eliminate catering services (all food, snacks, drinks) from training classes starting October 1, 2009. **Seconded** by Don Bruland. **Approved.**

REGISTRY UPDATE

Cheryl Sanders presented a Registry report for July 2009:

- 16,875 HCWs were approved to work and career.
- 12,144 HCWs were approved, career, and complete.
- 2,698 HCWs were approved, career, complete, and available for

referral.

- 4,967 HCWs who were approved and career needed to update their profiles.
- 3,550 HCWs were approved, career, and not looking for work.
- 121 HCWs were removed by the OHCC.
- 1,667 employer/anonymous users.
- 233,975 HCW referrals were provided.
- 3,653 unduplicated HCWs were referred for work.
- 693 incomplete packets were sent out to HCWs in Gold Beach, North Bend, and Grants Pass.
- The RRS is now limiting referrals lists to employers to include only 20 HCWs.

CAREGIVER'S COACH PILOT PROGRAM

Sharon Ely stated that the Caregiver's Coach Pilot Program has been completed and asked to give a report on it at the September meeting.

STEPS UPDATE

Joan Claypool:

- 92 first time participants were trained in June.
- ILR in Portland trained approximately 40 new participants in June.
- Since project start, 1,619 participants have been trained to date.
- Total STEPS events since project start – 2,777
- New STEPS maps were distributed.
- Presented a chart showing the minimum number of eligible consumers to be trained in each CIL area and the actual percentage that received training. All areas exceeded 100% except for Lincoln, Polk, Yamhill, Marion, Linn, Benton, Coos, and Curry.
- Stated that SILC needs to know what the STEPS budget for the next biennium will be by August 17 as it takes eight weeks to develop a contract. Joan briefly discussed SILC's STEPS proposal presented to the Training Committee on Wednesday. This proposal includes a 12% and 20% savings to last year's budget. After some discussion, Cheryl Sanders stated that at this time, the Commission is not ready to commit to a budget for STEPS as the Commission's budget for the next biennium is still unknown. Cheryl will set up a meeting with Tina Treasure and conference with others to further discuss how this program can be delivered more cost effectively.

EXECUTIVE DIRECTOR'S REPORT

During June and July, Cheryl Sanders attended and/or participated in:

- HCW bargaining meetings.
- Meetings with Jeanette Burket.
- SAIF conference calls.
- Staff meetings.
- Senate House Bill 702 meetings.
- CEP trainings on the HCW program and processes.
- Grievance discussions/emails with Angela Munkers and Jenny Cokeley.
- Met with Leslie Houston, Karla Spence, Jean Yamamoto, and others about a federal economic stimulus grant.
- Meetings with Tina Treasure, Leslie Houston, and Joan Claypool regarding the STEPS program.
- HUBB reserves meetings.
- Cheryl and Kelly Rosenau met with SAIF and answered many questions about the Client-Employed Provider Program, HCWs, criminal history background process, etc.
- Cheryl, Kelly Rosenau, Chris Bui, and Angela Munkers met with SAIF to talk about the "retro plan meeting." At the end of each 10 year policy, whatever claims exist at that point, must be paid off.
- Met with the Workplace Hazards Grant staff from OHSU.
- Met monthly with Claudia to discuss OHCC's budget.
- Met with Easter Seals director to discuss another staff support position.
- Discussion with Elaine Young regarding an air quality assessment that SAIF performed on the Church Street building.
- Attended Monthly HCW Issues meetings.
- Attended monthly SPD's Brown Bag Managers' meetings.

Cheryl Sanders reminded the Commissioners that in 2010, several of them are ending their third term of service on the Commission: Sharon Ely, Dayle Niemie, and Mike Volpe. Scott Lay's term would have continued, but now needs filled. Cheryl stated that each one of the retiring Commissioners has been a huge advocate for people with disabilities and understands the process and history of the Commission. New members need to be found, and Cheryl would like them to meet with Dayle, Mike, and Sharon. Cheryl asked that the Commissioners think about others that may be eligible and interested in serving. Cheryl

will talk to O4AD and DSAC.

EMERGENCY PREPAREDNESS

Dayle Niemie attended an emergency preparedness meeting held in June at Gold Beach for people with disabilities. Dayle circulated an emergency preparedness tool kit for people with disabilities from that meeting. An evacuation route for a tsunami was also made available at the meeting.

ADJOURNED

The meeting adjourned at 3:00 pm.

NEXT MEETING

The next Commission will be held on Thursday, September 3, 2009, 10:00 am, 676 Church Street NE, Salem, OR.

Attachments:

- Agenda
- Oregon Home Care Commission Meeting Minutes, June 4, 2009
- Workers' Compensation Report, May and June 2009
- HUBB's July invoice to DHS for HCW insurance premiums
- Stabilization Reserves Report as of 03/31/2009
- Fiscal Year 2009 HUBB Income & Expense Compared to Budget
- HUBB Enrollment Statistics
- 2007 – 2009 Home Care Commission Budget to Actual Report, 07/01/07 through 06/30/09
- Home Care Commission Training Report
- Training Summary Report
- Training Statistics, 07/01/08 – 06/30/09
- Registry Report, July 2009
- SILC STEPS Project Report to Home Care Commission, August 2009
- STEPS Consumer/Employer Training Statistical Report, June 2009
- STEPS Consumer/Employer Training Statistical Report, Project to Date – June 30, 2009
- New STEPS Participants Trained, 2007, 2008, 2009
- STEPS map
- STEPS Eligibles Trained July 08 thru June 09
- STEPS Proposals – 12 Month Figures for Comparison