



Meeting Minutes

September 3, 2009

<i>Members present:</i>	Patricia Brost, Don Bruland (via phone for training discussion), Judith Cunio, Sharon Ely, Angela Munkers, Lyla Swafford, Michael Volpe
<i>Members absent:</i>	Dayle Niemie
<i>Others present:</i>	Claudia Babcock, Joan Claypool, Nydia Delgado, Art McCurdy, Maria Michael, Wendy Sampels, Deborah Schwartz, Carol Simmonds, 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 10:09 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 August 6 were reviewed. **Motion** was made by Judy Cunio to accept the minutes. **Seconded** by Lyla Swafford. **Motion carried.**

ANNOUNCEMENTS

Cheryl Sanders reported that Karla Spence retired, and she attended a retirement party for her held by SEIU.

Judy Cunio thanked everyone who helped in the Celebration of Life for Scott Lay.

Sharon Ely congratulated Cheryl Sanders on her upcoming marriage.

PUBLIC TESTIMONY

Deborah Schwartz, SEIU, Local 503, reported that she will be

transitioning as the main liaison from 503 to the Commission meetings. Deborah stated that SEIU:

- Continues to work on the Workforce Development Grant.
- Is working with Defend Oregon, a coalition of organizations committed to a fairer tax system in Oregon by raising revenue for services such as healthcare.
- On the national level, is continuing the struggle for healthcare reform for affordable care and access for all.

OHCC BUDGET UPDATE

Claudia Babcock presented a preliminary biennium budget of \$2,626,718 for OHCC for 2009-2011. Claudia stated during that last biennium, \$450,000 was spent on stipends for HCWs attending training classes. She already has a rebalance item set to move \$300,000 from the Commission to the training budget for HCW stipends.

HUBB UPDATE

Cheryl Willcoxon presented/reported:

- HUBB enrollment statistics for August 2009:
 - 172 new HCWs enrolled in medical/dental coverage.
 - 159 HCWs lost medical/dental coverage.
 - 4,224 total HCWs are enrolled in medical coverage.
 - 4,221 total HCWs are enrolled in dental coverage.
 - 46 HCWs are enrolled in COBRA medical coverage.
 - 34 HCWs are enrolled in COBRA dental coverage.
- Dependent Enrollment for August 2009 (self-paying or assistance from FHIAP):
 - 46 HCWs with dependents enrolled in Kaiser medical coverage.
 - 29 HCWs with dependents enrolled in Kaiser dental coverage.
 - 20 HCWs with dependents enrolled in ODS medical coverage.
 - 31 HCWs with dependents enrolled in ODS dental coverage.
 - 123 total family members enrolled in Kaiser/ODS medical coverage.
 - 117 total family members enrolled in Kaiser/ODS dental coverage.
- HUBB's August 2009 invoice to DHS for HCW insurance premiums totaled \$2,798,167.37 including adjustments and ARRA premium reduction for COBRA participants.

- Premiums billed to the State, FHIAP, and self-pay totaled \$2,861,421.66 for August 2009. Combined total premium for Kaiser/ODS medical/dental was \$2,853,533.06.
- Distributed a copy of an August 19, 2009 letter to Cheryl Sanders from HUBB regarding House Bill 2116 that creates revenue to match federal funding to expand the Oregon Health Plan which covers uninsured children and low income adults. The bill creates a 1% premium tax that affects fully insured medical premiums including pharmacy and vision riders. The premium tax applies to both individual and group contracts issued in Oregon. In the letter, HUBB notified the Home Care Commission that HUBB will make arrangements with ODS and Kaiser to use the stabilization reserves for the passed-through tax (\$154,192) for the six month period beginning October 1, 2009 and ending March 31, 2010. **Motion** was made by Patricia Brost to approve using the stabilization reserves for the 1% tax. **Seconded** by Sharon Ely. **Motion carried.**
- HUBB received 497 phone calls in August.

STEPS UPDATE

Joan Claypool presented/reported:

- 71 new first time participants were trained in July 2009.
- Joan and Cheryl Sanders are working on contracts with the CILs.

TRAINING UPDATE

Leslie Houston reported:

- 55 training classes were held in August.
- One training class was canceled in August due to low registration.
- Average attendance was around 15-16.
- 3,852 unduplicated workers have been trained to date.
- At the Training Committee meeting on Wednesday, Jan Abushakrah, Director of the PCC Gerontology Program, and Tina Parrott, Administrative Assistant, gave a final report on the HCW Peer Mentor Program in Multnomah and Washington Counties. The report was distributed to the Commissioners.
- Suanne Jackson, Trainer, Portland Community College, and Diana White, Portland State University, presented a proposal to the Commission to join a partnership that they are forming to submit a

grant application to the Department of Labor Employment and Training Administration (ETA) (funding through the American Recovery & Reinvestment Act 2009). The goal of the partnership would be to extend the successful Jobs to Careers (JTC) training curriculum in assisted living to direct care workers in other community-based care settings (in-home care, adult foster care providers, supported living, and group homes). Diane White and Suanne Jackson feel that this program will enhance the training and skill level of the in-home workforce; increase professionalism of the home care workforce; improve quality of care for older and disabled clients; and increase the direct care worker's pool to meet the current and future needs for this workforce. **Motion** was made by Don Bruland that the Commission support the grant and pledge to work with them in implementing the program if the grant is awarded. **Seconded** by Judy Cunio. **Motion carried.**

REGISTRY UPDATE

Cheryl Sanders presented a Registry report for August 2009:

- 12,548 HCWs are approved, career, and complete in the RRS.
- 2,763 HCWs are approved, career, complete, and available for referral in the RRS.
- 5,266 HCWs are approved, career, and need to update their profiles in the RRS.
- 3,684 HCWs are approved, career, and not looking for work in the RRS.
- 112 HCWs were removed from the RRS by OHCC.
- 2,115 employer/anonymous users searched the RRS.
- 327,885 HCW referrals were provided through the RRS.
- 3,709 unduplicated HCWs were referred for work through the RRS.
- 600 calls were received by the Registry Department; 536 of those calls were from HCWs.
- The Employer brochure is being updated.
- The HCW and Staff User Manuals are being updated.
- Due to budget cuts, update postcards will not be sent out to HCWs.

WORKER'S COMPENSATION UPDATE AND CPR/FIRST AID REPORT

Kelly Rosenau reported:

- HCW Claims for policy period July 1, 2008 – June 30, 2009:
 - 247 total claims were filed.
 - Average number of claims per month – 20.5
 - Average cost per claim - \$13,826.

- 74% of claims were accepted, 26% were denied.
 - 45% of claims resulted in HCW disabilities.
 - Multiple filed claims – 19%
 - 23% of claims had legal representation.
 - Average age of injured worker – 48.
 - 75% of injured workers had health insurance.
 - 26% of injured workers attended safety training classes.
 - Most common injury type was lifting (38%) followed by slips/trips/falls (27%).
 - The back was the most injured body part (38%).
- CPR and First Aid Report. Kelly Rosenau reported that CPR/First Aid classes were first offered to HCWs in May 2006. From May 2006–June 2007, 72 HCWs attended CPR/First Aid classes. From July 2007–June 2008, 102 HCWs attended classes. From July 2008–June 2009, 386 HCWs requested CPR/First Aid training, 209 HCWs completed CPR/First Aid classes, and 150 HCWs let their certifications expire. \$7,635 was spent on trainings during this period. Average class cost was \$36. There were 23 re-certifications.

AGING AND CAREGIVER COACH GRANT

Sharon Ely reported that a couple of meetings were held last week regarding the Aging and Caregiver Coach Grant. They celebrated the first rollout phase which was looking at nursing homes, skilled nursing care, and how to work with people with challenging behaviors. The second phase will rollout in foster home settings in Salem using the same curriculum, updating it for foster homes. The program was very successful in the Medford area, but funds have run out to continue that program; however, they are looking at ways to keep it going. In the future, the program will be offered for in-home care. Sharon asked if anyone would like to attend the Salem meetings; Mike Volpe volunteered.

COMMISSIONERS' TERM LIMITS

Cheryl Sanders stated that she sent an email to all Commissioners who have term limits expiring in 2010. Cheryl Sanders spoke with the Governor's office regarding terms that are expiring on June 30, 2010. They have agreed to work with the Commission to stagger the term endings. Angela Munkers, Patty Brost, and Lyla Swafford will be reconfirmed in the January Senate confirmation. Interest forms are

needed for these confirmations by October 2009. A replacement for Scott's vacancy needs to be submitted by November/December. All others whose terms end in June 30, 2010 will be staggered throughout the rest of the year. The first person would leave in June 2010, second person in October 2010, and third person in January 2011. Cheryl has asked Dayle Niemie, Mike Volpe, and Sharon Ely who would like to terminate first, second, and third. The Commission needs to actively look for others to fill in these vacancies. These applicants must be seniors or disabled persons who are receiving, or who have received, home care services. Every time that there is a Senate confirmation, the Commission needs to have an applicant there. Fliers are available for these positions. Cheryl will add a position notice to the Commission's website.

EXECUTIVE DIRECTOR'S REPORT

During August, Cheryl Sanders attended and/or participated in:

- HCW bargaining meetings and conversations.
- Meetings with Jeanette Burket.
- SAIF conference calls.
- Staff meetings.
- SDS Manager's meeting.
- CEP training for HCW Coordinators, CEP Specialists, and Voucher Clerks to discuss the Commission, Registry, etc.
- Processed HCW grievances with Becky Capoferri.
- Revising RRS manuals with Yvonne Fleming and Nancy Janes.
- Meeting on HUBB reserves.
- Cheryl and Kelly Rosenau attended the H1N1 Influenza Summit. OHCC's website contains contact information about the influenza. In October the Commission will send a letter out to HCWs on the H1N1. Mike Volpe suggested that when the letter is sent to the HCWs that they communicate with their consumers about what to do when they need a substitute worker.
- When the "Ready" books are available, a pilot project will be organized and initiated.

ADJOURNED

The meeting adjourned at 1:50 pm.

NEXT MEETING

The next Commission meeting will be held on Thursday, October 1, 2009, 10:00 am, at 676 Church Street NE, Salem, OR.

Attachments:

- Agenda
- Oregon Home Care Commission Meeting Minutes, August 6, 2009
- OHCC 2009-2011 preliminary budget (draft)
- HUBB Enrollment Statistics
- HUBB Dependent Enrollment
- HUBB Invoice to DHS for August 2009
- HUBB Insurance Premium Summary
- HUBB's August 19, 2009, letter to Home Care Commission regarding 1% Provider Tax Implementation
- HUBB Phone Tally Totals
- STEPS Project Report to Home Care Commission, September 2009
- STEPS Consumer/Employer Training Statistical Report, July 2009
- STEPS Consumer/Employer Training Statistical Report, Project to Date, July 2009
- New STEPS Participants Trained bar graph
- Home Care Commission Training Report, August 2009
- Final Report on the Homecare Worker Peer Mentor Program
- Proposal from Portland State University inviting the Home Care Commission to join in partnership in seeking a grant targeting direct care workers in long term care settings
- OHCC Registry Report, September 3, 2009
- HCW Claims, July 1, 2008 – June 30, 2009
- CPR and First Aid Report
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