Oregon Home Care Commission (OHCC)
Meeting Minutes
August 2, 2018

Members Present: Gabrielle Guedon, Lee Girard, Ruth McEwen, Roxie Mayfield, Mat Rapoza, Marsha Wentzell

Members Absent: Laurie Schwartz-VanZandt

Others: Cal Labbe

Staff: Jenny Cokeley, Kristen Eisenman, Nancy Janes, Roberta Lilly, David Vining

Meeting Called to Order
The meeting was called to order at 10:09 a.m. by Chair McEwen.

Introductions
Introductions were made by all in attendance.

Adoption of Agenda
Commissioner Wentzell moved to approve the agenda with changes. Commissioner Guedon seconded. Motion carried.

Approval of Minutes
Commissioner Girard moved to approve the July minutes as written. Commissioner Wentzell seconded. Motion carried.

Announcements
There were no announcements.

Public Testimony
Roberta Lilly, Training and Registry Manager, OHCC, read two testimonies written by Mr. Avery Horton Jr.

- The first testimony states that he received his paper copy of the July-August 2018 Training Newsletter on July 31, 2018. He states that this is unacceptable since many HCWs and PSWs do not have access to the Internet, and depend on the paper copy for information on training classes and locations. He further stated that this is a recurring problem, and there is no excuse.

- The second testimony has multiple issues:
  o The first issue is that training stipend payments are not being handled in a timely manner. He suggests that training stipend checks be printed in advance for the trainer to hand out at the end of class.
  o The second issue is that the OHCC does not provide trainings at times and locations that are convenient for HCWs and PSWs to attend. There are few classes that are held outside of the Monday-Friday 8:00 a.m.-
5:00 p.m. timeframe window. He asks that OHCC change the scheduling to accommodate.

Roberta stated that the newsletter does need to be sent out timelier. The Training Unit has begun to work on sending out newsletters with only two months scheduled. As soon as classes are scheduled, they are entered in the Registry. Instructions are sent to workers who call about registering for classes to sign up through the Registry.

She also stated that we have limitations on when we can schedule classes. We use venues that are little to no cost. Most of these are state offices, etc. which are only open 8:00 a.m-5:00 p.m. Some classes are offered on the weekends and Friday evenings. There are also instructor availability limitations. We are also putting trainings online so that workers can access them at any time.

**Worker’s Classification-Workforce Development Update**

Jenny Cokeley, Special Projects Coordinator, provided a brief update on June and July 2018 activities.

For June, OHCC held a recruitment event at the Reynolds School District on June 14, 2018. There were 20 attendees. OHCC partnered with SEIU Careworks Program to host a drop-in event on June 6, 2018. There were 84 attendees.

There were no recruitment events in July.

**SB 1534 Training Workgroup**

Jenny also provided an update regarding the SB 1534 Training Workgroup meeting on July 16, 2018.

She provided information on the basic ideas from the meeting. Listed below are some highlights:

**Key Ideas:**
- Don’t create more barriers to employment or consumers receiving services.
- Don’t set people up for failure—training requirements must be achievable.
- Orientation and training should be separate (some topics in current orientation should be pulled and be standalone trainings).

**Common Themes for Orientation:**
- Core beliefs and values of the programs
- When to call the local office for help
- Mandatory reporting

**Common Themes for Trainings:**
- Safety (worker and consumer)
• Emergency response and preparedness; universal safety precautions; infection control
• Boundaries

**Timeframe Ideas:**
- Orientation and training required before working (exceptions based on critical need)
- Just orientation required before working
- Training ranged between 90 days-9 months

**Consequences Not Meeting Training Requirements Ideas:**
- Termination
- Inactivation
- Ability to reapply and can keep credits for anything completed within the past two years

**Testing ideas:**
- Will need a dedicated meeting to determine requirements (a lot of questions—no suggestions).

**Next Meeting:** (August 21, 2018—in Portland)
- What to do with current workers; current certifications
- Continuing education
- Workers with multiple provider numbers

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**Governor’s Commission on Senior Services (GCSS)**
Commission McEwen reported that they are submitting an annual report letter of recommendation to the Governor what seniors need/want.

**Oregon Association of Area Agencies on Aging and Disabilities (O4AD)**
Commissioner Girard reported that they are in the process of drafting some legislative priorities for the next legislative session. Nicole Palmateer is offering local advocacy training for advisory groups. There are three new officers for the next two years: Lee Girard-chair; Randi Moore, Director Oregon Cascades West Council of Governments, -vice chair; Mjere Simantel, Director Washington County Department of Disability, Aging, and Veteran Services-secretary/treasurer.

**Oregon Disabilities Commission (ODC)**
There was no update.

**Aging and People with Disabilities (APD)**
Commissioner Rapoza reported that they have developed a new notice to consumers regarding their services. This notice can be utilized for many different situations. It is easier for both staff to use and consumers to read.
They are getting closer to completing the required Risk Assessment. The plan is to have these ready to be used by the end of September 2018. Consumers need to be assessed to see how many and what types of risks each faces in their circumstances. If they have high risks, the case manager is responsible to help the consumer mitigate the risks. Case managers will be responsible for contacting consumers monthly for high risks, and quarterly for no high risks. This will also apply to individuals who are not living in their own homes.

**Community Advisory Councils (CAC)/Coordinated Care Organizations (CCO)**

There was no update.

**Aging and People with Disabilities (APD) Quarterly Update**

Mike McCormick, Deputy APD Director, reported that they have been struggling on how to serve individuals with complex traumatic brain injuries (TBI). They have created an advisory group which consists on APD, Oregon Health Authority (OHA), people from the Intellectual and Developmental Disabilities (I/DD) program, Disability Rights Oregon (DRO), consumers with TBI, family member of individuals with TBI, etc. The first meeting will be August 17, 2018. The plan is to staff the complex TBI cases differently.

The Federal government is proposing a regulation which would prohibit the State from withholding union dues from HCWs and PSWs who are members. Comments regarding this regulation must be sent to Centers for Medicare and Medicaid Services (CMS) by August 13, 2018. We are issuing opposing comments to that change. The Supreme Court case *Harris vs. Quinn* decided that fair share could not be taken from HCWs and PSWs who are not union members. It is believed that this would lead to adverse effects in Oregon. Service quality has improved under union assistance.

Mike provided an update on Electronic Visit Verification (EVV), also known as Provider Time Capture. Oregon needs comply by January 1, 2020. If Oregon shows good faith efforts to comply, this can be extended. This is controversial among the disability rights community since it is a large invasion of privacy. The fiscal intermediary who will administer this solution is Public Partnerships, LLC (PPL). There is going to be a stakeholder group formed. Centers for Medicare and Medicaid Services has not provided specifics, only general guidance on implementation.

Mike provided an update on SB 1534. The steering committee is making good progress. They will be forming Rules Advisory committees from community partners, etc. to start in January. They are working on a new trust agreement where money will be sent to a new trust to create the infrastructure.
Mike said that, currently, APD has no Legislative Concepts for the next Legislative session. They do have policy option packages (POPs).

There is still work being done to move toward Integrated Eligibility (IE/ONE) system. Ashley has more information on this program.

There was some chaos created regarding tracking outcomes around changing eligibility starting October 2017. Since changes that occurred in October were reversed, and then implemented again, it became difficult to utilize the system that was put in place to track the outcomes. Mike will check with Jane-ellen Weidanz, and report back.

### Homecare Worker Benefit Trusts Quarterly Update

Cal Labbe, Supplemental Homecare Worker Benefits Trusts Director present a quarterly update. She read a story about a worker who recently enrolled in insurance. Cal also presented the quarterly enrollment statistics for April to June 2018. Cal also talked about the paid time off benefits. There is a guide on their website on how to complete a W-9.

Cal reminded everyone that Open Enrollment is November 1, 2018-December 15, 2018.

### Workers’ Compensation Annual Report

Kelly Rosenau, Workers’ Compensation Coordinator, presented the annual HCW and PSW Workers’ Compensation reports. She provided some information regarding claims that were sent to Occupational Safety and Health Administration (OSHA). She provided information on certain aspects of the reports to help Commissioners understand why some numbers were high, and why there were some changes in the numbers.

### CPR/First Aid Annual Report

Kelly presented the annual CPR/First Aid report. She provided the number of people who turned in an application, how many were approved, and how many were denied.

### Employer Resource Connection Bi-Monthly, Quarterly, and Semi-Annual Reports

Nancy Janes, Employer Resource Connection Coordinator, presented the Employer Resource Connection reports. She briefly spoke about each of the reports. She stated that she has some assistance to conduct the survey calls. The APD results may change in the next report.

She spoke about the Quarterly Narrative report. She only changes spelling and grammatical errors in the narration provided to OHCC. She reiterated that once this report is compiled, she sends the out to all the consultants so that they can learn
from each other. She is trying to encourage consultants to brainstorm and resolve issues among themselves, especially during the monthly meetings.

She announced that Jodee Bureta from the Medicaid Fraud Unit of the Department of Justice will attend the August consultant meeting to provide the consultants information on Medicaid Fraud, and what to do should they receive a request from her unit. Nearly all materials are translated into other languages and sent to consultants. We are still trying to work with DHS Communications regarding the name and materials change public announcement.

**Training/Registry Monthly and Annual Reports**

Kristen Eisenman and David Vining, Training and Development Specialists, presented the monthly and annual training report. Kristen said that there were three big themes throughout the report.

The first is expanding classes and materials into other languages. She spoke about the classes and languages that have already been implemented.

The second is providing courses online. She listed the classes that are already being provided, and listed the next classes to become available. She shared that all Professional Development Certification (PDC) and Enhanced assessments are available online.

The third is increasing certification participation. All certifications have been increasing.

Kristen and David also reviewed the class statistics, including where classes that are PDC applicable have been held.

**Adjournment**

The meeting was adjourned at 12:51 p.m. by Chair McEwen.

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E=Excused, U=Unexcused, I=In-Person, P=Phone, effective 3/1/18
Attachments:

- Agenda
- July 5, 2018 Minutes
- Home Care Commission Budget Report 17-19 Biennium June 2018
- Written Public Testimony Statements
- Monthly Training January 2017-June 2018 Report
- Homecare Worker Supplemental and Benefits August 2, 2018 Report with multiple supporting documents
- Employer Resource Connection Bi-Monthly APD and DD Reports May-June 2018
- Employer Resource Connection Semi-Annual Customer Satisfaction Survey January – May 2018
- Employer Resource Connection Quarterly APD Timeliness April-June 2018
- Employer Resource Connection Quarterly Narrative Report April-June 2018
- HCW Workers’ Compensation Claims Report
- PSW Workers’ Compensation Claims Report
- CPR and First Aid Training Fiscal Year Report
- Monthly Training/Registry Report January 2017-June 2018
- Training and Registry Annual Report July 1, 2017-June 30, 2018