MEETING MINUTES
January 7, 2016

Commissioners Present
Mark King (phone)
Joseph Lowe
Roxie Mayfield (phone)
Ruth McEwen
Kylie Milne (phone)
Laurie Schwartz-VanZandt
Marsha Wentzell

Commissioners Absent
Mathew Rapoza
David Toler
Mike Volpe

Others Present
Carol Loop
Cindy Patterson
Mike Volpe

Staff Present
Robert Costa
Jenny Cokeley
Suzanne Huffman
Nancy Janes
Roxanne McAnally
Ron McGhee
Joan Medlen
Cheryl Miller
Charisy Spencer
Lindsay Vanderworker

Staff Absent
Kelly Rosenau

Meeting called to Order
• The meeting was called to order at 10:06 a.m. Introductions were made by all in attendance.

Adoption of Agenda
• Ruth McEwen moved to adopt the January agenda as written. Marsha Wentzell seconded. Motion carried.

Approval of Minutes
• Marsha Wentzell moved to adopt the December minutes as written. Ruth McEwen seconded. Motion carried.

Announcements
Cheryl Miller, Executive Director OHCC, announced:
• Rules are being sent out regarding live-in changes. Please review the rules and provide feedback to Mat Rapoza by January 11, 2016.
• Please read all communications from Cheryl.
• Dave Toler and Mat Rapoza were unable to attend today.

Joseph Lowe, Commission Chair, announced:
• The durable medical equipment bill he worked on during the last session will not be heard during this legislative session.

Public Testimony
Mike Volpe addressed some concerns:
• Consumers are not being educated about the Department of Labor (DOL) changes. These changes are dramatic for consumers, who receive their information from homecare workers (HCW)s. This is not a good way to address the issue since consumers are responsible for verifying the new vouchers.
  o Cheryl will communicate this concern to Jane-ellen Weindanz. Cheryl also mentioned that STEPS to Success with HCWs is available to consumers.
  o Ruth McEwen, Commissioner, asked if case managers are doing any education.
  o Cheryl responded that case managers are addressing concerns during reassessment.
• Mike also said that in the 20 years he has been receiving services, he has had a large HCW turnover. He stated that a two-week notice is not sufficient to hire another HCW. Currently it is taking six weeks for new people to obtain their provider numbers.
  o Cheryl said that this is happening statewide. It is one reason we are proposing the universal provider number.
• Mike said that he doesn’t trust the Registry. He had an ad posted for four weeks, and received only one response.
  o Cheryl said that this is also part of the work that OHCC is currently doing. We are actively trying to recruit people, and educate them about the Registry, including the ad section.
  o In March, Jenny Cokeley, Homecare Choice Coordinator, and Chery Miller will attend the DHS Workforce Jobs meeting.
Mike accepted a position on the Workforce Development Committee.

**APD Director Update**
Ashley Carson-Cottingham, APD Director:

- Distributed *APD Caseload/Cost Drivers Fact Sheets* for review. These will be given to legislators during the legislative session to explain why there are problems with the budget.
  - Demographics
  - $500 In-Home Allowance
  - Natural Supports
  - Bargaining Impact
  - Affordable Care Act Expansion Population
- Commissioners are encouraged to show these fact sheets to their legislators.
- Ashley distributed the *Aging and People with Disabilities Reduction Options* spreadsheet. She explained that this exercise is completed by DHS and Oregon Health Authority (OHA). Currently, there is $72 million on the reduction list, which are the top nine items that will be considered by the Legislature. There may be some difficult changes/decisions which need to be made; however, everyone is reminded not to panic.
- Ashley encouraged everyone to share their stories/concerns with their legislators during the upcoming session.
- Cheryl reminded everyone to review emails that she sends. She encouraged everyone to participate so that their concerns are heard.
- The Lewin Group has been reviewing all programs. The next stakeholder meeting is scheduled for January 19, 2016. More information will be posted once it is available.

**Brainstorming Review**
Cheryl reviewed the 2015 and 2016 surveys. The following items listed were added to the 2016 survey:

- Stakeholder and Partners
  - State Independent Living Council (SILC)
• Oregon Insurance Division Senior Health Insurance Benefits Assistance Program (SHIBA)
  o AOCIL
  o Immigrant and Refugee Community Organization (IRCO)
  o Northwest Human Services-H.O.A.P.
  o Oregon Self Advocacy Coalition (OSAC)
  o Aging and Disability Resource Connection (ADRC)
• Commission Engagement
  o Traditional Health Worker
  o Mega Conference
  o Core Competencies
  o K-Plan Outreach to Medical Providers
  o DHS/OHA Joint Commission
• Initiatives and Programs
  o Area Agencies on Aging and Disabilities (O4AD)
  o Vocational Rehabilitation
  o Employment First
  o Accessible Affordable Housing
• Legislative Activities
  o Commissioner badges
  o Partnership with Workforce Development
  o Consumer and HCW profile pages
• Miscellaneous Topics
• Board/Commission Development
  o Annual report
  o 5-Year plan
  o Commission/Staff retreat
Cheryl will email the survey soon. At the February Commission meeting, we will review the results, and then plan meetings accordingly.

**Q&A Staff Reports**
Lindsay Vanderworker, Developmental Disability/Mental Health (DD/MH) Committee Coordinator, presented applicants for approval:
• Jess Cline for Oregon Department of Developmental Services (ODDS)
• Katie Rose for Oregon Association of Support Services (OSSA)
• Tatsia Ragan for County Developmental Disabilities Program (CDDP)

Laurie Schwartz-VanZandt moved to accept all three applicants to the DD/MH Committee. Roxie Mayfield seconded. Motion passed.

Joan Medlen, Personal Support Worker (PSW) Training Coordinator, presented the Personal Support Worker Training Program 2013-2015. There are PDF icons throughout the report. If anyone wants any of these files, please let Joan know. One thing of note is that this committee has a strong interest in on-line learning. The OHCC is currently pursuing a learning management system.

• Joseph asked that if the universal provider number is approved will the training classes and the Registry become universal as well.
  o Cheryl responded that the overall program will become more universal with implementation of the Professional Development Certification. There will be trainings specific to each groups’ needs.
  o Ron said that we will do research and ground work to make the Registry universal.

Roxanne McAnally, Traditional Health Worker (THW) Coordinator, reported that the Traditional Health Worker Commission did not have a meeting in December.

**HCW and PSW Stipends**
Charisy Spencer, HCW Training Coordinator, presented the *Training Stipends* document which reflect proposed changes to the stipend payment processing. The following were requested changes:

• Remove all live-in exceptions/rules.
• Remove all PSW employment verification language, except workers paid through means not verifiable by HCC.

Ruth McEwen moved to accept the document as written. Marsha Wentzell seconded. Motion passed.
Homecare Choice Program Update and Rules Review
Jenny Cokeley reported:

- Temporary Oregon Administrative Rules were filed on December 31, 2015; effective January 1, 2016. Rule advisory committee (RAC) meetings are scheduled for January 2016.
- The first Homecare Choice participant enrolled on January 6, 2016.
- We continue to receive calls from family members who are interested in the program.
- HCWs/PSWs continue to take the on-line Homecare Choice Program orientation and readiness assessment. Enrollment agreements have been sent to 93 providers. Twenty-five providers have completed the enrollment process.
- Progress is being made to the Registry for the Homecare Choice Program.
- We are continuing to work with the marketing firm. A joint meeting with DHS publications and the firm is scheduled to design the program look so it is consistent across all Homecare Choice publications.

Governor’s Commission on Senior Services (GCSS) and Oregon Disability Council (ODC)
Ruth McEwen, Commissioner representing GCSS, reported that they have been meeting with the Governor’s office. They have two concerns:

- Affordable accessible housing
- The Gatekeeper Program which lost quite a bit of its’ funding during the recent legislative session.

Laurie Schwartz-VanZandt, Commissioner representing ODC, reported that she has, unfortunately, missed ODC unit meetings. She will report next month.

Workers’ Classification-Workforce Development Update
Cheryl reported that the last meeting was held December 16, 2016. She reviewed the HCW/PSW Recruitment Event Data
document for all events and, specifically, the Eastern Oregon events. She also reviewed the *Lessons Learned* document.

- During the last meeting, it was discussed that individuals receiving TANF and Job Plus benefits may have their fingerprints paid.
- OHCC has made a proposal to ODDS to pay them to have their regional offices provide PSW orientations.
- This committee meets once a month. Anyone interested, please let Cheryl know.
- The next meeting, being held January 20, 2016 from 10:30 a.m. to 12:00 p.m. will have a Professional Development Certification presentation.

**Executive Director Report**

Cheryl reported:

- December 2
  - Attended the Attendant in Hospital Workgroup meeting.
- December 4
  - Attended a Homecare Training discussion.
  - Held weekly meetings with Jenny Cokeley and Bob Costa.
- December 6
  - Attended internal Workforce Development meeting.
- December 9
  - Attended a meeting regarding mental health training for HCWs.
- December 10
  - Attended the Providence Pilot project meeting with Roxanne McAnally.
  - Attended the Homecare Choice Registry meeting.
  - Attended a budget meeting with Ralph.
- December 15
  - Attended a communication meeting with Bobbi Doan and Christine Stone.
- December 16
  - Attended the SPOTS Two Year Refresher course.
Attended an Open Future Learning review meeting with Bob Costa, Joan Medlen, and Charisy Spencer.

- December 18
  - Attended the Cross Agency Health Improvement Project Planning meeting.

- December 21-24-Vacation

- December 23
  - Attended a meeting with management team to discuss grievances.

- December 28
  - Had a telephone conversation with Cindy Becker, Family Care, to discuss Bridge to Care project and THW training.
  - Had a conference call with a SAIF attorney.

- December 29
  - Met with Ashley Carson-Cunningham.

- December 30-31-Vacation

Adjournment
Meeting was adjourned at 1:35 p.m. The next meeting will be held on February 4, 2016 in Salem, Oregon.

Attachments:
- OHCC January 7, 2016 Agenda
- OHCC December 3, 2015 Minutes
- January 2016 Reports