



**Developmental Disabilities
Mental Health (DD/MH)
Committee**

Meeting Minutes

Wednesday, August 4th, 2021 – 10:00 AM to 11:30 AM
550 Capitol Street NE, Salem, OR 97301
Zoom Meeting 161 811 5908
Password: 236066

<https://www.zoomgov.com/j/1618115908?pwd=Y2xmU1Vhc1pkOWQyNTVFdmFaZysyUT09>

More Zoom login information in the bottom

Attendance		
Committee Members	Title/Organization	In-Person/By Phone
Marsha Wentzell	Commissioner	Phone
Rachel Simpson	Advocate	Absent
Ruth Geislinger	Consumer – Chair	Phone
Rebecca Hill	Family Member	Phone
Katie Rose	Advocate	Phone
Marilyn Schuster	Family Member	Phone
Christine Maciel	APD Health System Division	Absent
Shelly Reed	ODDS	phone
Wrex Holcomb	Umatilla County CDDP	Absent
Joy'e Willman	SEIU, PSW	Absent
Rachel Hansen	SEIU	Absent
Rebecca Smallwood	ODDS	Phone

Elizabeth Collins	PSW, Parent	Absent
Heather Santesson	PSW/ Behavior Professional	Absent
Ewnetu Tsegaw	Advocate	Absent
Guests	Title/ Organization	In-Person/ By Phone
Cassidy Williams	ODHS-APD Operations and Policy Analyst	Phone
Whitney Taylor	Carewell	phone

Staff	Title	In-Person/By Phone
Cheryl Miller	Executive Director	phone
Jenny Cokeley	OHCC Program Analyst	Phone
Roberta	Training Specialist	Phone
Nancy Janes	ERC Coordinator	Phone
Massarra Eiwaz-Ransom	DD/MH & THW Programs Coordinator	Phone

Agenda Item	Presenter/Facilitator
Introductions/ Dinamica	Massarra Eiwaz-Ransom, Chair
Adoption of Meeting Agenda	Ruth Geislinger, Chair
Review / Approval of Minutes	Ruth Geislinger, Chair
General Bargaining update	Cheryl Miller, OHCC Executive Director
Provider Time Capture Project Update	Cassidy Williams, ODHS-APD Operations and Policy Analyst
Carewell Continuing Education Update and Feedback	Whitney Taylor, Curriculum Development Manager at Carewell SEIU 503
SB1534	Jenny Cokeley, APD Providers Relations Principle Executive Manager

Training Updates	Roberta Lilly, OHCC Training Manager
In person meeting	Ruth Geislinger, Chair
PSW – Peer to Peer Support	Massarra Eiwaz-Ransom, OHCC DD-MH Coordinator
Updates / Announcements / Resources	All
Adjournment	Ruth Geislinger, Chair

Meeting Summary

The Minutes from July meeting were approved.

General Bargaining update: by Cheryl Miller Executive Director

Cheryl shared that they have opened 30 articles, some of these articles have multiple sections. There are 32 articles focused on PSW, and they have come to an agreement on 5 things. Since this is a public meeting the OHCC is unable to share specific article information. The bargaining is still going on as of this point and will continue for the next few months.

Provider Time Capture Provider Update: by Cassidy Williams, ODHS-APD

Operations and Policy Analyst

- Pilot Go-Live group started this week August 1st Cassidy shared that providers have started using the system now. If there is any questions or assistance needed about PTC Pilot Go-Live they can use the email to contact the project directly.
- Recordings for learning opportunities to refresh or catch up will be available on the PTC.Oregon.gov website or providers can contact the project's email for more information.
- They are working on putting recording on the website and orientation for folks across the State. Training for statewide staff begin August 6th and the IM transmittal are open anytime now for all staff. For statewide providers, consumers, and representatives' orientations begin August 13th and they can register at the PTC.Oregon.gov
- If anyone is talking to people who are impacted by this, they should do the orientations to know how to enter their time.
- There are statewide learning opportunities, if online or virtual trainings are an issue, providers can request an appointment through the PTC website project and there will learning opportunities for in-person trainings.

- Cassidy also shared with us some FAQs about:
 - OR PTC DCI Mobil App
 - OR PTC DCI Landline
 - OR PTC DCI Fob
 - Providers getting their login information
 - Unable to enter shift time in real-time
 - Ways to note historical entries
 - In case of a stolen device
 - Clocking in while getting groceries for the consumer
 - Printing out time entries for the record
- Other questions from committee members:
 - Do you anticipate any areas that this will impact PSWs in the system, or is this system separate from any other systems like the One System?
 - PSWs are not impacted by this at all. There should not be any cross over with any ODD systems.

Carewell Continuing Education Update and Feedback: by Whitney Taylor, Curriculum Development Manager at Carewell SEIU 503

- Whitney shared that Carewell needs to create another set of courses for next year that they are working on, they are thinking about ways to get the most of developing new skills and learning about new information
- There are going to be new course coming up it was submitted for approval tomorrow at the OHCC it is called Food Safety course – through that course providers will be able to learn about the foodborne illness and how they are quite uncomfortable and can even be deadly to many consumers. This course will cover the importance of food safety, health and hygiene playing an important role in food prep, meaning of contamination and cross contaminations, recommended temperatures to kill disease causing germs, and cleaning and sanitizing tips. This course is a little bit different from the food handler card training since it focuses on working in the home and what it looks like working in the home, rather than working in a restaurant.
- Another course – Drug Abuse Overuse Awareness – this course covers the history of abused drugs, prescribed drugs and substances that can be highly addictive, and information for the care provider to be better equipped to identify signs and symptoms of drugs abuse and overuse.
- Other courses – Medical Terminology and Body Systems– these courses will help providers to learn about the body and medications, it is like a CAN intro course. If a

provider is helping a lot with a medical condition or going to a doctor appointment with their consumer, they will be able to support more by understanding how the body works.

- Another course – House Keeping Best Practices – We don't want to assume that everyone knows how to do laundry or other tasks, this course will help people best practices on cleaning, sanitizing, organizing, decluttering, and how to approach all these tasks in a person-centered way.
- Another course – Learning About Common I/DD Diagnosis – this course would help if someone got involved in helping a consumer with an I/DD diagnosis, what should they expect and whether they would be a good fit for them. It is an introductory course to define I/DD and explore difference between intellectual and developmental disabilities.
- Another course – Positioning, Transfers, and Assistive Devices – this course will focus on educating and implementing safe transfer and positioning techniques for both the consumer and care provider.
- Feedback and Questions/Whitney wanted to hear what the committee members like to see and if they had any questions about these courses.
 - A member wanted to see a course about informed decision-making (the provider role in decision-making, supported decision-making agreements, legal guardianship, and other recourses in that area)
 - Supporting more than one person in the home (situation with parents with OCC/friends/significant others/roommates/etc.) limitations, important things to know.
 - Folks who support children may need more guidelines for providing that support
 - A question about what if the PSW is also a HCW or DHS childcare provider for a child in DD services and their siblings, how do you manage care?

Senate Bill 1534 updates: by Jenny Cokeley, APD Providers Relations Principle Executive Manager.

1) Refresher pilot update (data as of 7/15/21)

- The refresher training pilot for the current workforce launched in Feb. 2021.
- Training consists of 8 hours of self-paced online training and a 4-hour instructor-led webinar. The current workforce has until March 31, 2022 to complete the training.

- 2,894 workers have completed the online refresher training and 1,776 have completed the refresher workshop. Online training must be completed before attending the refresher workshop.

2) Orientation and core training pilot update (data as of 7/15/21)

- 6,268 learners completed online orientation.
- 1,910 learners completed online core training.
- 1,297 learners completed the core workshop.
- Online core training must be completed before the core workshop.

3) Podcasts

- A five-series podcast was recorded, and the last episode is being edited. They will be released weekly beginning in August 2021. Each one is between 10-20 minutes long. Translated transcripts will be available. The podcast series covers:
 - An introduction to SB 1534 and overview
 - New worker training
 - Refresher training
 - Continuing education
 - Q & A

4) Frequently Asked Questions: Volume 2

- A series of FAQs are being developed with additional questions and answers. They will be individualized for consumers, homecare workers, personal support workers, and personal care attendants. They are currently in the design phase.

5) Continuing Education Curriculum

- Carewell submitted their first continuing education training: Food Safety.
- Recommendation: Approve the Food Safety training at the 8/5/21 commission meeting.

6) New Worker Orientation

- Changes to orientation are required because of the implementation of electronic visit verification (EVV) for homecare workers and personal care attendants. This new system is called OR PTC DCI. It is currently in the pilot phase and will launch statewide next month. Changes to the orientation were made in collaboration with the PTC project team. Additions include:
 - What electronic visit verification is and what's required to be captured during visits (date, time, service, location, and provider)
 - What OR PTC DCI (Oregon Provider Time Capture Direct Care Innovations) is and how it works
 - The different ways to use OR PTC DCI

- Mobile application
- Landline phone
- Key fob
- What to do or not do when completing OR PTC DCI entries
- How to access the OR PTC DCI web portal
- Knowledge checks
- Accurate time reporting and fraud prevention
- PTC resources
- Recommendation: Approve revised orientation during the 8/5/21 commission meeting.

Question/comment from Committee members

Passing grade for the trainings. Any changes to that?

- Moving from Pilot to implantation, the assessment piece will be required, there is no test for refresher. A group has been pulled together to talk about test equity, the recommendation is to have a passing grade at 70% and have to take the test 3 times before they have to retake the class.

Training Updates: by Roberta Lilly, OHCC Training Manager

- Roberta shared that we have removed our on-demand courses from “iLearnOregon”, and we are now using Oregon State University Professional and Continuing Education (PACE) site for on-demand training.
- We opened this week. There are classes on-demand and workers can take the course and its assessment on PACE.
- Our first 3 classes that are open are the PDC core courses: Keeping It Professional, Working Together, and Helping Caregivers Fight Fraud & Abuse.
- Driver Safety and Introduction to Cultural Competency are courses being offered on webinar but will also be converted to an on-demand version and will be available to workers soon. OHCC’s Introduction to Cultural Competency course was recently certified by Oregon Health Authorities Cultural Competence Continuing Education Training standards.
- Our next vision for PACE is to add courses on certification dashboard for workers to go on the program and see how close they are to get to the end of certification and what they need to take. It will be a “one-stop shop” for the workers and it will be great since that they can see it all for themselves and they won’t need to call us assistance because they will be able to see all the data they need in one place.
- We are also working on a new class development with HCW and PSWs and PCAs:

- The class is for workers who are related to the people who they provide services for (relatives to the consumer), we recognize that it is a unique role and they will need a lot of support, as we are developing the class we are getting some input from consumers who get services from family members as well.
- We have recruited a new contractor – Tony and Donna Ramirez, CPR trainers – they will be teaching CPR and First aid in addition to other classes via webinar and in-person, once we get to go back to in person.

In-Person Meeting Discussion: by Ruth Geislinger, Consumer and Chair of DD/MH Committee

Ruth opened up the conversation and asked, how many people would like to go back to in person meeting? Some of the committee member responded:

- Whitney - Maybe not until the first of the year, because of the Delta variant
- Katie - There is a lot of uncertainty right now about Covid-19
- Marsha – We would have to consider the size of the room

The conclusion of the discussion is that we stay in doing our meetings through zoom and we will reassess this question by the beginning of next year 2022.

PSW – Peer to Peer Support Discussion: by Massarra Eiwaz-Ransom, DD/MH Program Coordinator, and chair of the DD/MH Committee

Massarra opened up the conversation by asking if there is any need out there for PSWs to have a coffee time or a happy hour get together to talk about issues or items related to their work and needs they have and support each other.

Some of the comments the committee members made:

- PSW – peers to peers / brockages hosted information events or opportunities for people to meet together, they were focused on these peer-to-peer relationships. These events stopped after a while and no one has followed up on it.
- At this point there are no spaces out there for PSWs – if people are isolated in their work this sounds like a good avenue for them. Some regular contact is important, you won't get the same dynamic if you have a person in authority during these meetings. The person in authority can join the meeting quarterly to check-in and answer questions or take questions.

- The Core workshop trainings requires workers to sign up for a workshop and the OHCC have seen that folks like the connection they make with one another and the success stories they hear from each other.
- You don't want people passing on wrong information so having a person in authority and having a structure around it is a good thing, so it doesn't turn into a venting and complaining session. Workers may have the ability during these events to provide suggestions and/or give some feedback.
- Trying to build more community is something Carewell is looking into and how to build that mentorship and how to keep the workers connected with one another.
- Concern might be that someone on the meeting may have a dominate personality and may take over these events/meetings and may make some official stands that might not be true or desirable for the overall group. It is hard to find that balance, to create that community and some people sharing their own best practice.
- We need a set of agreements, reminders, peer advice, recommendations to run whatever they hear during the meeting by their case manager, reminding people of all the rules of engagement, and if there is some way to provide some level of support.

It was a great conversation, and it sounds like such meeting/event is needed, but for it exist we would need to have more conversations here in this space to make sure we are doing it right and we have positive outcomes.

**Next meeting:
Wednesday, September 01, 2021
10:00 AM to 11:30 AM
Virtual**

We are at time, Ruth Geislinger moved to adjourn the meeting.