



Oregon Home Care Commission (OHCC)
Meeting Minutes
July 2, 2020

Members Present:	Ruth McEwen (Chairperson), Paul Johnson, Mike Volpe, Marsha Wentzell, Randi Moore, Mark King
Members Absent:	Gabrielle Guedon
Others:	Alice Cobb
Staff:	Cheryl Miller, Nancy Sodeman, Jenny Cokeley, Roberta Lilly, Yetu Dumbia

Meeting Called to Order

The meeting was called to order at 10:03 AM by Chairperson McEwen.

Adoption of Agenda

Commissioner McEwen made an addition to the agenda – a report on the APD stakeholder meeting. Commissioner Wentzell **moved** to approve the agenda as amended. Commissioner King **seconded**. **Motion carried**.

Approval of Minutes

Commissioner Johnson **moved** to approve the June 2020 minutes as written. Commissioner Wentzell **seconded**. **Motion carried**.

Announcements

Cheryl Miller, Oregon Home Care Commission Executive Director, stated that Commissioner Guedon would be absent.

Public Testimony

If I did not send this to the right people, **you are directed to** forward this email to the right people.

PUBLIC TESTIMONY FOR JULY 2020 OHCC MEETING

You are directed to make sure my testimony is not redacted in any way, shape or form, and is included in entirety in the meeting minutes.

I have been urging the Oregon Home Care Commission (OHCC) and the Department of Human Services (DHS) to provide an email server for providers.

The outbreak of Coronavirus/COVID-19 has shown this has to be done. Providers can not go to meetings. Providers can not attend training. Providers need a way to connect and communicate with each other.

There is no excuse for this failure of DHS/OHCC.

AN EMAIL SERVER FOR PROVIDER MUST BE DONE IMMEDIATELY!

TIME IS OF THE ESSENCE!

Now that the OHCC and DHS has been made aware of their shortcomings and failures in a public meeting, they can not take the position they did not know.

Testimony respectfully submitted by,

Avery T. Horton, Jr.
Home Care Worker,
Citizen, Voter, Taxpayer
State of Oregon
As always, ACTING IN INDIVIDUAL CAPACITY

Cheryl responded that this request would be addressed through SEIU or the Collective Bargaining Agreement process.

Final Referral and Retention Benefit Report

At the June Commission meeting, the Referral and Retention Benefit report was discussed in detail. A workgroup meeting was held after the Commission met and edits were made to the report. After this, the executive teams from Adults and People with Disabilities (APD), Office of Developmental Disabilities Services (ODDS) and Oregon Health Authority (OHA) were given the report for one final review and no additional comments were added. A final meeting with Cheryl, Patrick Van Orden, OHCC Policy Analyst, and Rachel Hansen, SEIU Workforce Development Coordinator was held where one final change was made.

The change involved including an OHCC Commissioner on the Request for Proposals (RFP) panel as a representative for consumer-employers. Cheryl thanked Commissioner Wentzell for her involvement in the workgroup. She shared that the OHCC Commission has nine positions and five of those are reserved for Consumer-Employer Commissioners. It was important to make sure that the perspectives of the consumer-employers are being considered.

Cheryl read the addition to the report and asked for any additional input from Commissioners Wentzell and Johnson. Commissioner Wentzell asked for

assurance that possible vendors are thoroughly vetted and verified by people who have actually received services through them.

Referral and Registry Benefit & RFP Process

Alice Cobb, Benefits Administration Director for Carewell Benefits, shared the following update on the Referral and Registry benefit:

- A high-level schedule was shared with the following events -
 - July – Complete interviews and hire the Registry Project Coordinator
 - August – Develop the RFP and Review Process
 - September – Release the RFP
 - November – Select the vendor and award the contract
 - December – Kick off for the project and steering committee
- Project Coordinator Duties will include:
 - Working and engaging with a wide variety of stakeholders including underserved groups
 - Creating a project steering committee and facilitating those meetings - providing updates, reports, and materials.
 - Ensuring the project addresses the needs of underrepresented groups
- RFP Scoring Method – the following will be scored:
 - Proposal suitability
 - Previous experience/work
 - Value and cost
 - Technical expertise
 - Bidder qualifications

Alice asked which Commissioner would be interested in serving on the RFP panel. She noted that it would involve around 10 hours of work in total. After some discussion, the following vote took place. Commissioner Johnson made a **motion** to have Commissioner Volpe and Commissioner Wentzell represent the OHCC on the RFP panel. Commissioner Moore **seconded**. **Motion passed** unanimously.

Cheryl asked Alice to please keep the Commission updated on the RFP process when she presents her regular reports. Alice also confirmed that OHCC would be involved on the Steering Committee. Commissioner McEwen thanked the Commissioners for their willingness to help in this area. Cheryl thanked Alice for her time.

Additional July Meeting & Other Information

- Cheryl shared that OHCC had agreed to hold a second July Commission meeting to vote on the Carewell Core Curriculum. Jenny Cokeley, OHCC Special Projects Coordinator and Patrick Van Orden, OHCC Policy Analyst, will review the changes that were made to the curriculum and bring a recommendation to the Commissioners.
- There is a delay in the roll out of the core curriculum due to COVID-19. There is agreement between the APD/ODDS/OHA Executive teams that in-person training will be considered in Phase 3 of the Governor's re-opening plan. Carewell's original plan was to begin in-person orientations in August, but that is too soon, so Carewell started offering orientation online. Over 600 individuals have taken the online orientation thus far. The hope is that the online training will continue as the roll out to individual counties begins.
- Communication tools are being prepared for workers and consumers. They will be general timelines, just giving people a heads up of what is coming. It is not intended to create any concerns, but rather inform and prepare individuals for upcoming changes with the mandated training.
- The new CARES Act will allow HCWs and PSWs to receive extended leave during COVID-19. This is an additional time paid off benefit being offered through a Letter of Agreement between the State and SEIU. Workers who are COVID-19 positive or have been told to self-quarantine by a medical professional or contact tracer due to exposure are eligible to apply. Additionally, workers who have a child whose daycare or school is closed due to COVID-19 are eligible to apply. A transmittal was sent to APD offices with this information. Workers will complete an application online with SEIU, and Carewell will determine eligibility. Workers need to work at least 40 hours/week. Commissioner McEwen asked Cheryl to send the Commissioners the transmittal information. She confirmed she would, and noted it would include a FAQ document, Carewell letter, and a link to the website.
- In line with the Governor's mask mandate, ODDS is sending a letter out requiring PSWs to wear a cloth mask when within six feet of a consumer-

employer. The letter also details that if a PSW has tested positive for COVID-19 or been told to self-quarantine by a medical professional or contact tracer, they must report that to the field office. Not reporting could lead to termination.

Cheryl is working with the team determining how to approach this with the APD workforce. One of the primary considerations is the consumer-employer's desire. The use of masks is strongly encouraged, but there may be necessary exemptions. Additionally, the mask requirement does not apply to family providers who live in the same home. This information will be sent out to workers and consumer-employers in the form of an infographic.

- The CARES Act benefit will provide coverage from June 1 – December 31 and could potentially be expanded. The Hardship PTO is still available as well.

Commissioner Wentzell asked if an increased number of masks and gloves will be available. Cheryl said OHCC will be requesting large quantities again and many cloth masks have been distributed. She noted that workers can email the OHCC Customer Relations Team to request masks. She added that they do recognize that PPE is running out faster during COVID-19. Workers are allowed to re-request PPE every two weeks. They can have multiple cloth masks.

- Commissioner McEwen shared that there is temporary approval for HCWs/PSWs to be paid for care when their consumer-employer is in the hospital. Commissioner Wentzell suggested adding a small amount of time allowed for light housekeeping when a consumer-employer is in the hospital. Cheryl asked if the Commissioners would like Jane-ellen Weidanz, Long Term Services and Supports Policy Administrator, to come to a future meeting to address this. It was agreed this is a good idea.
- Cheryl mentioned that the Commissioners should have received a Rules Advisory Committee email around re-opening SB 1534 rules.

Cheryl thanked Commissioners McEwen and Johnson for their review of the bylaws. She said she would email them to the Commissioners again and asked for their feedback. She asked that feedback be emailed to her directly.

- It was determined that the date of the second Commission meeting in July will be the 20th at 10 AM.
- A Provider Time Capture (PTC) update will be shared at the August meeting.
- Commissioner McEwen asked for a ONE update. Cheryl said she would look for information to send to the Commissioners.

Adjournment

The meeting was adjourned at 11:10 AM by Chair McEwen.

2020 Attendance Record

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Guedon	E	U	P				E					
Johnson	I	I	I				P					
King	E	P	P				P					
McEwen	I	I	I				P					
Moore	I	I	E				P					
Volpe	I	I	I				P					
Wentzell	I	I	I				P					

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