

Senate Bill 1534 Steering Committee

Agenda

Monday, January 6, 2020

2:00 PM – 4:00 PM

550 Capitol St NE – Scott Lay Conference Room

Join us by Skype or phone

Dial In Information: 503-934-1400 Access Code: 56934906#

Agenda Item	Presenter/Facilitator
OHCC project plan update	Jenny Cokeley
Training Partnership project plan update	Sarah Edwards
Discussion- Terminations based on the failure to meet training requirements <ul style="list-style-type: none">• DOJ legal opinion• Recommendation of internal policy review team	Jenny Cokeley
Discussion: Testing requirements	Sarah Edwards
Curriculum approval update	Jenny Cokeley & Cheryl Miller

Decisions from today's meeting

- 1) Ask Neil Taylor with the Department of Labor to review Whitney Hill's memorandum about appeal rights for workers terminated based on failing to meet training requirements.
- 2) Revised module 7 of the orientation (medication management) will be submitted for review by 1/23/20. The internal review committee will review it as a group on 1/24/20 and feedback will be provided to Carewell SEIU 503 Training by 1/29/20. The revised curriculum will be resubmitted for approval for the Commission meeting scheduled for 2/6/20.
- 3) OHCC will be available to provide an orientation for new trainers about various programs and processes to help prepare them for questions they may receive during trainings.

Discussion

1) Jenny Cokeley provided a project plan update. The communication plan is still in development and the committee is meeting weekly. Whitney Hill with the Department of Justice issued a memorandum that workers terminated due to the failure to meet training requirements have the right to request a contested case hearing. According to the memorandum, workers will have the ability to work during the appeal process if they appeal timely. The suggestion was made to have Neil Taylor with the Department of Justice review the memorandum since he is an expert in labor law.

2) Sarah Edwards provided a project plan update. Carewell SEIU 503 Training is meeting with local offices about the implementation of the pilot. Sarah shared that Carewell's goal is to begin testing the exchange of data by mid-2020. The Membership Assistance Center (MAC) will be able to answer calls about required trainings beginning February 1, 2020. Sarah shared there is a preference to have trainers with experience providing direct services and who understand the system. It has not been decided how experience providing training to adult learners will be weighed against experience providing direct service.

3) Testing requirements were discussed. Sarah Edwards shared that testing would be online. Carewell is currently working with a contractor to develop testing. According to Sarah, the tests will be taken in the classroom on a device, such as a smart phone or tablet. She shared that the learning management system will be able to offer the test questions in other languages. The test questions will be randomly generated for each person. The tests will evaluate core competencies, not specific curriculum content. Sarah asked if there was a preference as to the cut score and whether DHS wanted to know an individual's specific score or just pass/fail. Cheryl Miller responded that she would like to consult with the internal curriculum review committee.

4) Sarah Edwards requested the contact information for internal review committee members. Cheryl Miller requested that Sarah send an email outlining Carewell's specific needs, and Cheryl will consult with the managers of the staff serving on the internal curriculum review committee because this work is not their primary job duty.

Assignment Tracker

Topic	Owner	Assigned Date	Due Date
Consult with Neil Taylor with DOJ.	Jenny Cokeley	1/6/20	1/31/20

Next Meeting - TBD