

Senate Bill 1534 Steering Committee Charter

Background

Senate Bill 1534, passed during the 2018 legislative session, directs DHS to (1) adopt by rule minimum training standards for homecare and personal support workers and (2) establish procedures for testing workers on their mastery of the skills and knowledge acquired through the training. Deadline: must be operational by January 1, 2020.

Purpose & Scope

The purpose of the steering committee is to make recommendations and decisions necessary to successfully implement Senate Bill 1534. This includes:

- Mandatory training topics
- Timing of when mandatory training is required (pre-service; early service; continuing education; new hire; existing workers)
- Number of hours required for mandatory training
- Post-training testing
- Requirements based on worker type (relatives; respite; experienced workers; new workers)
- How mandatory training interacts with current Professional Development Certification (PDC)
- Training curriculum and delivery approval process
- Process to track whether identified training requirements have been met
- Provider termination process due to failure to meet training requirements
- Changes in enrollment processes based on training requirements
- Rule language
- Communication plan
- Timeline
- Appointment of workgroup members

The Steering Committee's work will enable the Rule Advisory Committee process and implementation work to run efficiently and effectively.

Membership, Roles & Responsibilities

The steering committee shall be comprised of:

- APD Director (Ashley Carson-Cottingham)
- ODDS Director (Lilia Teninty)
- APD Deputy Director (Mike McCormick)
- ODDS Chief Operations Officer (Lea Ann Stutheit)
- OHCC Executive Director (Cheryl Miller)
- APD/ODDS Labor Relations Director (Joe Espinoza)
- OHCC Project Coordinator (Jenny Cokeley)
- HSD Representative (TBD)
- SEIU Executive Director (Melissa Unger)
- SEIU Political and Policy Strategist (Kyndall Mason)
- SEIU Care Provider Field Director (Katie Coombes)
- SEIU Training Administrator (Rachel Hansen)
- SEIU Trust Development Director (Brian Rudiger)
- One homecare worker (Rebecca Sandoval)
- One homecare worker alternate (Bobbi Sotin)
- One personal support worker (Joy'e Willman)

Decision Making Process

Each steering committee member will have the opportunity to provide recommendations during the committee meeting. Decisions will be made based on consensus, but subject to budgetary restrictions.

Meeting Schedule and Meeting Support

The steering committee shall meet monthly, or sooner if an immediate decision is required to meet deliverable timelines. The steering committee may move to a quarterly meeting schedule at its discretion.

Charter Review & Modification

Changes may be made to the Charter by the steering committee.

Approved: May 29, 2018

Revised: