



The Home Care, Hospice and Palliative Care Advisory Council
 Regular Meeting
 Wednesday, November 13, 2019 at 10:30 a.m.

Meeting Location: OSDH, 1000 NE 10th Street, Room 314, Oklahoma City, OK 73117-1299

MEETING MINUTES

The Home Care, Hospice and Palliative Care Advisory Council regular meeting notice was posted on the OSDH website located at <http://mfs.health.ok.gov> as well as the Secretary of State’s website located at www.sos.state.ok.us on December 10, 2018.

The agenda for this Regular Meeting was posted on the entrance of OSDH (Oklahoma State Department of Health) on Friday, February 14, 2020.

1. Call to Order

Greg Brooks, chair, called the meeting to order at approximately 10:39 a.m.

2. Roll Call

Michelle Steele called roll.

The following members were present: Gregory Brooks, John Hendrix, and Karen Vahlberg. Michelle Fox arrived at 10:43 a.m. Jan Slater arrived at 10:48 a.m. (Quorum confirmed with Jan’s arrival),

Five members were present and three members were absent.

Identified OSDH staff members present were: LaTrina Frazier, Service Director – Medical Facilities; Michelle Steele – AA - Home Services Division; Lindsey Jeffries – AA - Home Services Division, Dawn Lovett—Whitney, Administrative Programs Manager – Home Services Division, Nena West, Programs Manager – Medical Facilities

Identified guests present were: Annette Mays - OAHG; Kandy Milette – OAHG/ICM; Marilyn Butler – HBHH; Terry Gonsoulin – OHPCA; Rod Taft – OHCAPA

3. Approval of regular meeting minutes with revisions as follows:

- Approval of the May 16, 2019 regular meeting minutes
Karen Vahlberg made a motion to approve the May 16, 2019 regular meeting minutes. The members were reminded that approval of May 16, 2019 meeting minutes were delayed because the advisory council did not meet in August 2019. Gregory Brooks Approved. Michelle Fox Seconded the motion. The motion carried as follows:

<i>Aye: 5</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 3</i>
<i>Gregory Bridges</i>	<i>Absent</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Aye</i>
<i>Rayetta Dominguez</i>	<i>Absent</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

4. Reports– Health Department Programs:

- Nurse Aide Registry and Certification – A copy of the report was provided for review. Vicky Kirtley absent.
- Home Care Agency Administrator Certification –A copy of the report was provided for review.

- Home Services Division – Dawn Lovett-Whitney, Administrative Program Manager presented the top three Federal Deficiencies for Home Health & Hospice and the top three State Deficiencies for Home Care and Hospices.

5. **Working Group Update:** No update.

6. **Pursuant to Title 63 of the Oklahoma Statutes, section 1-103a.1(B)(3) and (H)(I), the Advisory Council has the authority to recommend rules to the Commissioner of Health. This action would affirm the advisory board's action to recommend this rule making action.**

Karen Vahlberg made a motion to accept recommendations for health screening requirements for TB. Jan Slater Seconded the motion. The motion carried as follows:

<i>Aye: 5</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 3</i>
<i>Gregory Bridges</i>	<i>Absent</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Aye</i>
<i>Rayetta Dominguez</i>	<i>Absent</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

7. **Discussion and possible action to recommend rule changes to Chapter 2 on Military reciprocity and Initial Determination of Eligibility presented by James Joslin**

- Jan Slater moved to accept proposed rule changes to Chapter 2: Subchapter 37. Karen Vahlberg seconded the motion. Motion carried as follow:

<i>Aye: 5</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 3</i>
<i>Gregory Bridges</i>	<i>Absent</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Aye</i>
<i>Rayetta Dominguez</i>	<i>Absent</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

Dr. John Hendrix moved to accept proposed rule changes to Chapter 2: Subchapter 39 with addition to 2-39-4 to add “and spouse” (Military Reciprocity)

- Jan Slater seconded the motion. Motion carried as follow:

<i>Aye: 5</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 3</i>
<i>Gregory Bridges</i>	<i>Absent</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Aye</i>
<i>Rayetta Dominguez</i>	<i>Absent</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

8. **Discussion**

- Changing, combining or dissolving the palliative care working groups- Dr. Hendrix gave reasons to dissolve current palliative care working group. There is a desire to form a new group who will provide a more concrete definition of Palliative Care. There have been six people identified who want to work on this. The older group will not continue to meet.
- Rules/Writing-No comment
- Infrastructure-No comment
- SB388-Karen asked for update on who could suggest language. Dawn asked what language the group wanted. Dr. Frazier stated that anyone can write rules and present to OSDH for consideration. She also encouraged consideration of Senate Bill not too become too restrictive to prevent constant rewriting of bill. Karen asked about a timeframe and Dr. Frazier said that an update would be expected by spring.
- Building/maintaining the CNA workforce-No comment

- f. Reducing the number of CNAs working in home care who are not under the auspices of a licensed agency-No Comment
- g. EMT/Paramedics in home care and community based care-Jan is on the Board of EMSA and she stated that paramedics want to go into home health to allow them opportunity for career advancement.
- h. Consideration of flu vaccine in current home health rule to be given "on site"-Karen asked for expanded definition of "on site"; specifically, could an agency that sent staff off-site to get flu shots be cited? Dr. Frazier said it was possible but there was not a blanket yes or no. Dr. Frazier stated the larger issue was when an agency was unable to provide a program plan of how they ensure compliance.
- i. Interpretation of home health agency requirements for self-reporting complaints/incidents to OSDH and reporting vital signs outside parameters to physician when problem is resolved with current orders- Karen asked for interpretation of HHA agency regulations. Dawn recommended ensuring a clear care plan for those policies and procedures. Dr. Frazier stated that a Plan of Care should be individualized to potentially address those concerns.

9. Discussion and Action to set the Home Care, Hospice and Palliative Care Advisory Council priorities for Calendar Year 2020- Greg Brooks' first priority for the Advisory Council is to work with Palliative Care working group to define palliative care. Secondly, oversight and clarity, monitoring of medications with CNAs in regards to public safety, and the concern in the decrease of CNAs.

10. Future meeting Dates:

Wednesday, May 20, 2020-10:30am

Wednesday, August 19, 2020-10:30am

Wednesday, November 18, 2020-10:30am.

11. Public Comment- The following were mentioned:

Regarding "On site"-How can that term be removed? It is very challenging to the agency and would be a lot easier if it was removed.

State Reportables: Unaware of them and requested that information be distributed.

12. Adjourn- Jan proposed motion, Karen seconded, motion carried @ 12:24pm.