

## Internal Memo

**Date:** 01/31/2024

**To:** All involved in the Virtual Public Forums

**From:** Leah Solo

### RE: Virtual Public Forum

In this memo you can find the following subjects.

- Details of the Forum
- Agenda
- Roles/Script

#### Details of the Forum

Date and Time:

- Thursday, February 15, 11:30-1:30pm
- Thursday, March 7, 2024, 6-8pm

Location: Online, except for one Board Member at DLI

Who: NHWSB Members, staff, Nursing home workers, employers, associated organizations and the general public, press.

#### Agenda

| <b><u>Virtual Forum Agenda(for 2/15. Times will be adjusted for 3/7)</u></b> |  |
|--|--|
| <u>Time</u>  | <u>Activity</u>  |
| 11:32-35am   | Welcome, open meeting from Chair Jamie Gulley                          |
| 11:35-38am   | Board Overview, Process for the evening, Leah Solo, Executive Director |
| 11:38-40am   | Rules for the Evening, Chair Gulley                                    |
| 11:40am-1:20pm   | Remarks from attendees   |

|             |   |
|-------------|---|
| 1:20-1:30pm | Wrap, encourage to log feedback online on questionnaire as well |
|-------------|---|

## Roles/Noted Attendees

Board Member Roles- Board members are there to listen and gather information. This is the opportunity for nursing home employees, employers, advocacy organizations, and general members of the public to tell Board members what their opinions are. Advice from staff is to not get into a back and forth with a member of the public.

Staff- There to support, be resources

Other noted people who have been invited: Office of Long Term Care Ombudsman, Area on Councils on Aging, Local Legislators

## Script

### *Opening/Welcome*

#### Jamie Gulley

Call to order and ask Linnea for Roll call.

Welcome to everyone. Thank you for being here. We are looking forward to hearing from the members of the public who are here today to share their thoughts on our work at the Nursing Home Workforce Standards Board.

I'd like to take a moment to recognize the Board members here as well as some special guests.

**Allow Board members to introduce themselves.**

**(Recognize Elected officials and other state agencies represented.)**

I'm going to hand this to our Executive Director Leah Solo to give an overview of the night. When she is done, I will set some ground rules and we'll get started.

#### Leah Solo

The Nursing Home Workforce Standards Board was created in law during the 2023 legislative session to conduct investigations into working conditions in the nursing home industry and adopt rules establishing minimum employment standards reasonably necessary and appropriate to protect the health and welfare of nursing home workers. Our first set of compensation standards are supposed to be completed by August 1, 2024, which means we hope to have a draft in March.

**Purpose for the night-** The statute governing our board asks that we gather testimony from nursing home workers, employers and organizations that represent both. Today, we are doing that and more.

This is our first set of standards as a board. We are looking for information and real life experiences that can help us determine how to set standards that are both necessary and appropriate for the health and welfare of nursing home workers.

We will take the information that we learn today and use it as we make our decisions in the next months.

Please remember this is a public forum. **Potential place for Tennessee warning.**

A couple of logistics for the event: We have a list of people who signed up to speak when they registered. We will be calling people from that list to begin with. As we get through that list we will begin calling people who have expressed their interest tonight in participating. Chair Gulley will call the first person and let the next person know they will be next. When you are called you will be unmuted. Please be prepared for this.

If you would like to know where you are in the line, **please see send a note to \_\_\_\_\_ in the chat.**

If you need assistance in any other way, **please send a note in the chat to \_\_\_\_\_**

If you do not get a chance to speak tonight, there are several options for you to still share with us your testimony.

1. Other in person forums
2. Virtual forums
3. Questionnaire
4. Invite us to your nursing home
5. Email us

### Jamie Gulley

Now, we will begin the public comment portion of the meeting. This is your turn to participate by asking questions, providing comments or sharing your perspectives.

**Each person will have up to two minutes** to provide public comment.

- Again, please remember that the information you are sharing is being shared for a public forum.
- This means that any information you share is public.
- Please keep this in mind before sharing private medical information.

As we have mentioned, Board members are here to listen and generally are not planning on responding. We are thankful for the information you share with us and will use it to inform our work.

A couple of ground rules and encouragements:

Please be respectful. Abusive comments, comments meant to discredit or malign someone, and vulgar language will not be tolerated in chat or through verbal comments. People who use language that is threatening, make false accusations meant to damage reputations or offensive or inappropriate language that creates an intimidating environment will be asked to stop, and the next person in line will be given the opportunity to provide comment.

We'd like to hear from as many people as possible, so if you have attended a previous forum or already submitted comments to us, you'll likely be toward the end of the line.

We encourage you to share your name and the city and your connection to the nursing home workforce when you share your comment.

### *Wrap up*

#### Jamie

That marks the end of our time. We are so thankful for all who logged on today and shared information with us. If you did not get to speak and have something to add to the conversation, please remember you have other opportunities:

1. Other in person forums
2. Virtual forums
3. Questionnaire
4. Invite us to your nursing home
5. Email us

Thank you.

Entertain a motion to adjourn and roll call.