

Meeting Minutes: Nursing Home Workforce Standards Board

Date: Thursday, July 18, 2024

Minutes prepared by: Linnea Becerra

Location: Minnesota Room, DLI, 443 Lafayette Rd. N., St. Paul, MN 55155 and online via Webex

Members Present

- Commissioner Nicole Blissenbach
- Chair Jaime Gulley
- Michelle Armstrong
- Kim Brenne
- Michele Fredrickson
- Maria King
- Katie Lundmark
- Paula Rocheleau
- Mary Swanson

Visitors

- Todd Bergstrom
- Jeff Bostic
- Brian Elliott

DLI Staff

- Ali Afsharjavan
- Linnea Becerra
- Paul Enger
- Leah Solo

Agenda items

1. **Call to order** – The meeting was called to order by Jamie Gulley at 11:04 a.m. Roll call was taken by the secretary and a quorum was declared.
2. **Approval of agenda** - A motion to approve the agenda as presented was made by Maria King, seconded by Michelle Armstrong. Item was presented for discussion; the roll call vote was unanimous.
3. **Approval of drafted meeting minutes** – A motion to approve the June 13, 2024, drafted meeting minutes as presented was made by Maria King, seconded by Michelle Armstrong. Item was presented for discussion; the roll call vote was unanimous.
4. **Board Updates**
 - Executive Director Solo presented a draft of the principles that were passed at the previous board meeting that have been edited by the communications department. The board compared the two documents. Commissioner Blissenbach moved that the principles represented in the document be

adopted, the motion was seconded by Paula Rocheleau. The item was presented for discussion, a roll call vote was taken, and the item passed unanimously.

- Executive Director Solo reported on the work that the certification and training workgroup has done. She discussed the sample PowerPoint and a document with the required content, both of which are still in the works and will continue to be refined. Executive Director Solo presented on the 'Process for documenting training by a certified worker organization' plan and there was discussion about attestations, how codes will track who has been trained and when, as well as enforcement. Kim Brenne moved to adopt the documentation plan, seconded by Michele Fredrickson. Roll was taken, and the motion passed unanimously.
- Kim Brenne presented on the items discussed in the latest waivers and variances workgroup such as criteria and documentation for granting waivers and the internal process for reviewing applications. This is an ongoing conversation.
- Executive Director Solo updated the board on the workings of the public hearing workgroup, specifically reminding members that there is a public hearing scheduled on September 19th at 6 pm regarding the proposed curriculum. This hearing will be hybrid and any members of the board or public who want to join in person will meet in the Minnesota room.
- The data workgroup has not met since the last board meeting but is scheduled to meet in August.
- There was clarification from Commissioner Blissenbach on the question of definitions for nursing homes. Commissioner Blissenbach stated that after talking with the labor standards unit, DLI would not be able to enforce the requirements related to the board against nursing home employers that are not reimbursed under Minnesota Statute 256R.

5. New Business –

- Paul Enger reported on the draft rules that have been sent to the revisors office, there was some missing language and the revisor is working on correcting that. Executive Director Solo updated the board on the timeline for those rules.
- Executive Director Solo updated the board on the public comments that the board has received so far, and the board worked out a plan to review them.

6. Next Meeting – Thursday, August 8th at 11 a.m. in the Minnesota room

Adjournment:

A motion made by Maria King to adjourn the meeting at 12:06, seconded by Michelle Armstrong. A roll call was taken, the motion passed unanimously.