

Meeting minutes: Nursing Home Workforce Standards Board

Date: Thursday, July 18, 2024

Minutes prepared by: Linnea Becerra

Location: Hybrid – in person in the Minnesota Room, Department of Labor and Industry, 443 Lafayette Road N., St. Paul, MN, 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 present

- Todd Bergstrom
- Jeff Bostic
- Brian Elliott

DLI staff members present

- 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 and seconded by Michelle Armstrong. An 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 King and seconded by Armstrong. An item was presented for discussion; the roll call vote was unanimous.
4. **Board updates** –
 - Executive Director Leah Solo presented a draft of the principles passed at the previous board meeting that have been edited by the Department of Labor and Industry's (DLI's) Communications unit. The board compared the two documents. Commissioner Nicole 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 about the work the Certification/Training Workgroup has done. She discussed the sample presentation 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 about 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, which was seconded by Michele Fredrickson. A roll call vote was taken and the motion passed unanimously.
- Brenne presented about the items discussed in the most recent Waivers and Variances Workgroup meeting, 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 about the workings of the Public Hearing Workgroup, specifically reminding members there is a public hearing scheduled at 6 p.m., Sept. 19, 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 most recent board meeting, but is scheduled to meet in August.
- There was clarification from Commissioner Blissenbach about the question of definitions for nursing homes. Commissioner Blissenbach said that after talking with the Labor Standards Division, DLI would not be able to enforce the requirements related to the board against nursing home employers that are not reimbursed under Minnesota Statutes 256R.

5. New business –

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

6. Next meeting – the next meeting is at 11 a.m., Thursday, Aug. 8, in the Minnesota Room.

Adjournment

A motion was made by King to adjourn the meeting at 12:06 p.m. and seconded by Armstrong. A roll call vote was taken and the motion passed unanimously.