

Minutes: Nursing Home Workforce Standards Board

Date: Thursday, Nov. 14, 2024

Minutes prepared by: Linnea Becerra

Location: Hybrid – Minnesota Room at the Department of Labor and Industry and via Webex

Attendance

Members present

Commissioner Nicole Blissenbach

Michelle Armstrong

Kim Brenne

Michele Fredrickson

Jamie Gulley

Maria King (remotely)

Katie Lundmark (remotely)

Paula Rocheleau (remotely)

Visitors present

Call-in user 507276**** (remotely)

Community member (remotely)

IC (remotely)

Kayla Revier (remotely)

Krystle Conley (remotely)

DLI staff members present

Ali Afsharjavan

Linnea Becerra

Paul Enger

Josiah Moore

Leah Solo

Agenda items

- 1. Call to order** – the meeting was called to order by Chair Jamie Gulley at 11:01 a.m. Roll call was taken. A quorum was declared.
- 2. Approval of agenda** – a motion to approve the agenda as presented was made by Commissioner Nicole Blissenbach and seconded by Michele Fredrickson. A roll call vote was taken and the motion passed unanimously.
- 3. Approval of drafted meeting minutes** – a motion to approve the Nov. 7, 2024, drafted meeting minutes as presented was made by Commissioner Blissenbach and seconded by Fredrickson. A roll call vote was taken and the motion passed unanimously.
- 4. Board updates** –

- Executive Director Solo reported the first set of wage rules were posted in the *State Register* Oct. 28 and are ready to go if the Legislature approves the appropriation. The board moved the second set is with the Office of Administrative Hearings, which will send them to the governor's office.
- Solo went over the implementation items, a public engagement plan for implementation and the written materials to give to the public.
- Solo updated the board about the annual report that has been drafted. This report will go to the Legislature per statute and will be presented to the board before it is submitted. The report should be available for review within the next week. There was discussion about the timeline of the annual report and who receives it. It was clarified it goes to the chairs of the multiple committees and the minority leads of the committees that are related to the board. It is also filed with the Legislative Reference Library. The annual report needs to be submitted by Dec. 1, 2024. Katie Lundmark expressed concern with the quick turnaround, the deadline quickly approaching. Blissenbach clarified the legislation calls for the report to include actions taken and standards adopted. Solo committed to get the report to the board by Friday, Nov. 22, 2024.
- Solo noted the possible potential pending litigation brought against the board.
- The Waivers and Variances Workgroup reported the members agree about what will be asked for in an application for a waiver or variance and a recommendation that a committee (or multiple, depending on how many are received) be created to review the applications. The workgroup suggests the applications be submitted with a number or letter code to preserve anonymity. The group is on track to have a process by the beginning of December. Kim Brenne noted there is a proposed cooling-off period for facilities that apply, possibly a year. It was noted the application and process is not permanent and can be modified if there is feedback to improve the process.
- The Certification/Training Workgroup did not meet between this board meeting and the most recent one, so there was nothing to report.
- The Public Hearing Workgroup meeting is scheduled for Monday, Nov. 18. Executive Director Solo presented the public engagement plan and the "How-to, holiday pay rules memo" that will be brought to that meeting. Brenne suggested, and Paula Rocheleau agreed, adding a contact person or email address to put in the "How-to" document and the frequently asked questions. Brenne also suggested making multiple iterations of the FAQs document as the board receives feedback and additional questions from facilities.
- There was discussion about moving the next meeting to give facilities more time to apply, then a few weeks between the date the application window opens and the date the application window closes, to do webinars and answer questions. It was discussed and the board will move its meeting one week later to have the process validated before the webinar.
- The Data Workgroup did not present because its next meeting is in the middle of December.

5. New business

6. **Next meeting** – the next meeting is Thursday, Dec. 5, 2024, at 4 p.m.

Adjournment

A motion was made by Brenne to adjourn the meeting at 11:53 a.m. and seconded by Commissioner Blissenbach. A roll call vote was taken and the motion passed unanimously.