

Meeting minutes: NHWSB Certification/Training Workgroup

Date: Thursday, May 30, 2024

Minutes prepared by: Linnea Becerra

Location: Washington Room, Department of Labor and Industry, 443 Lafayette Road N., St. Paul, MN and online via Webex

Attendees

Members present

- Commissioner Nicole Blissenbach
- Jamie Gulley (remotely)
- Katie Lundmark (remotely)

DLI staff members present

- Linnea Becerra
- Paul Enger
- Leah Solo

Visitors present

- Jeff Bostic
- Brian Elliott

Agenda items

1. **Call to order** – the meeting was called to order by Leah Solo at 1:04 p.m. A roll call was taken. A quorum was declared.
2. **Approval of agenda** – a motion to approve the agenda as presented was made by Jamie Gulley and seconded by Commissioner Nicole Blissenbach. A roll call vote was taken and the motion passed unanimously.
3. **Approval of drafted meeting minutes** – a motion to approve the March 21, 2024, drafted meeting minutes as presented was made by Gulley and seconded by Commissioner Blissenbach. A roll call vote was taken and the motion passed unanimously.
4. **Board updates** –
 - Executive Director Solo started the meeting by reviewing what occurred at the most recent meeting, which was March 21. The workgroup has created draft rules for requirements and a process for certification to train workers and needs to continue working on determining waivers and variances,

as well as developing curriculum for worker organizations. There was no additional discussion about the draft rules and Executive Director Solo reported she has not heard any feedback from the larger board surrounding the rules either.

- Executive Director Solo walked through the process for documenting training by a certified worker organization memo from the Jan. 16 meeting. She reviewed codes for identifying the organization and the specific training. Solo also discussed the documentation process, the verification process, example sign-in sheets and example templates between certified worker organizations and nursing home employers.
- Commissioner Blissenbach clarified that “establish requirements” in subdivision 2 (1) does not mean establish the entire curriculum. There was discussion about the group creating the base curriculum and the certified worker organizations can add to it.
- The workgroup directed DLI staff members to start working on a template with expectations and guidelines the certified worker organizations must follow. The template should highlight items that are required, including applicable laws in the Nursing Home Workforce Standards Board law and in general labor law.
- The workgroup discussed holding a public hearing later in the summer for the public to provide feedback about the initial draft of the curriculum. The Public Hearing Workgroup will work on setting this up.
- The group reviewed the statutory language about waivers and variances for nursing homes at risk of closure or receivership; Executive Director Solo posed some questions for the group to consider when talking about this. One big question Executive Director Solo posed was, what kind of information is public and what is private when applying for a waiver or variance? The group directed DLI staff members to research the Department of Human Services procedures for the distressed nursing home loan program. DLI staff members will also investigate other states’ and departments’ waivers and variances policies, as well as reach out to staff members at the Minnesota Department of Health for any procedures it has.

5. New business

- 6. Next meeting** – the next meeting is at 9:30 a.m., June 13, in the Minnesota Room, Department of Labor and Industry, 443 Lafayette Road N., St. Paul, MN.

Adjournment

A motion was made by Katie Lundmark to adjourn the meeting at 2:01 p.m. and was seconded by Commissioner Blissenbach. A roll call vote was taken and the motion passed unanimously.