



The Home Care, Hospice and Palliative Care Advisory Council
Regular Meeting
Wednesday, August 16, 2017 at 10:30 a.m.

Meeting Location: OSDH, 1000 NE 10th Street, Room 314, Oklahoma City, OK 73117-1299

MEETING MINUTES

Draft

The Home Care, Hospice and Palliative Care Advisory Council regular meeting notice was posted on the OSDH website located at <http://mfs.health.ok.gov> as well as the Secretary of State's website located at www.sos.state.ok.us on July, 24, 2017.

The agenda for this Regular Meeting was posted on the OSDH (Oklahoma State Department of Health) website and the building's front entrance on Tuesday, August 8, 2017.

1. Call to Order

Rayetta Dominguez, chair, called the meeting to order at approximately 10:32 a.m.

2. Roll Call

Chantelle Burton called roll.

The following members were present: Gregory Bridges, Gregory Brooks, Michelle Fox, John Hendrix, and Karen Vahlberg and Rayetta Dominguez.

Six members were present and two members were absent (Jennifer Clark and Jan Slater).

Identified OSDH staff members present were: LaTrina Frazier, Administrative Programs Manager - Home Services Division; Roderick Taft - Home Services Division; Espa Bowen, Administrative Programs Manager - Home Care Administrator Program; Chantelle Burton - Home Services Division; Vicky Kirtley, Administrative Programs Manager - Nurse Aide Registry; Dawn Lovette-Whitney – Home Services Division

Identified guests present were: Cathy Bright - Bright Home Health; Gregory Brooks - OAH; Annette Mays - OAH, Umi Chahal - Choice Home Health; Jona R. - Cima/ Jordan Health Services; Cynthia - Tendercare Hospice; Nina Ray - Healthback; Kristi Brewer - Campbell; Sharon Nash - GSH; Terri King – Entrust Home Health; Kim Brasher – Cura HPC; Doris; Kyle Terry - Saint Francis Hospice; Charoltte Carey - Synergy Home Care; LaBerta Baker - Crossroads Hospice; Ginger Meyers - Outreach Home Services; Kelli Ryan - Jordan Health Care; Stan Sweeney -Health Watch Home Health; Kristian Glover - Aspire Home Health; Lisa James - Interim Healthcare; Vesto R. - Interim Healthcare; LaQuetta Collins - Crossroads Hospice; Kevin – Centennial Hospice; Teresita Tayengco – Materelli Home Health; Trina West – Crossroads Hospice

3. **Approval of the April 26, 2017 regular meeting minutes with revisions**

- **Approval of the April 26, 2017 regular meeting minutes**

Rayetta Dominguez made a motion to approve the April 26, 2017 regular meeting minutes. Gregory Brooks Approved. Michelle Fox Seconded the motion. The motion carried as follows:

<i>Aye: 6</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 2</i>
<i>Gregory Bridges</i>	<i>Aye</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Absent</i>
<i>Rayetta Dominguez</i>	<i>Aye</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

- **Hospice Administrator CEU Draft**

Gregory Brooks made a motion to approve the Hospice Administrator CEU/HB1438 (Rule Promulgation Recommendation) Draft. John Hendrix Seconded. The motion carried as follows:

<i>Aye: 6</i>	<i>Abstain: 0</i>	<i>Nay: 0</i>	<i>Absent: 2</i>
<i>Gregory Bridges</i>	<i>Aye</i>	<i>Michelle Fox</i>	<i>Aye</i>
<i>Gregory Brooks</i>	<i>Aye</i>	<i>John Hendrix</i>	<i>Aye</i>
<i>Jennifer Clark</i>	<i>Absent</i>	<i>Jan Slater</i>	<i>Absent</i>
<i>Rayetta Dominguez</i>	<i>Aye</i>	<i>Karen Vahlberg</i>	<i>Aye</i>

4. **Reports– Health Department Programs:**

- **Nurse Aide Registry and Certification** – Vicki Kirtley, Administrative Programs Manager presented the Nurse Aide Registry’s quarterly reports. Current Certifications-FY2017-151K should not be there. A copy of this report is attached for your information.
- **Home Care Agency Administrator Certification** – Espaniola Bowen, Administrative Program Manager presented the Home Care Administrator Registry quarterly report. A copy of this report is attached for your information.
- **Home Services Division** – LaTrina Frazier, Ph.D., Administrative Programs Manager presented the Top 5 Federal Deficiencies for Home Health & Hospice and the Top 5 State Deficiencies for Home Care. Also, as of November 1, 2017 – All Hospice licensure information will be confidential per –SB180. Next, as of January 13, 2018 – Home Health CoP changes which were delayed from July 13, 2017 will be effective January 13, 2018. Further mentioned all Licensure Applications with instructions will be placed on the OSDH website. Lastly, future promulgation of Hospice Rules to reflect HB1438 - Hospice Administrator CEU requirements.

5. **Strategic Planning Update – LaTrina Frazier**

Previously Rayetta Dominguez *chair*, previously invited all individuals present in the room to participate a Strategic Planning exercise. Participants identified 5 Areas of Interest for the Advisory Council to focus on within its jurisdictional authority. Two Working Groups were established Clarifying Scope for CHHA/HHA/PCA and Clear Definition of Palliative Care.

Group 1: Clarifying Scope for CHHA/HHA/PCA

Members have communicated via email and plan to meet in the next two weeks per members of that work group – Karen Vahlberg

Group 2: Clear Definition of Palliative Care

Members of this workgroup will meet soon per Annette Mays

6. Remaining meeting dates for CY 2017

- Wednesday, November 1, 2017 @ 10:30 a.m. in Room 314

7. Public Comment

8. Adjourn

The meeting adjourned at approximately 11:30 a.m.