



Oregon Home Care Commission (OHCC) Meeting Minutes

January 5, 2012

Members: Patricia Brost, Don Bruland (VCON), Mark King, Joseph Lowe, Roxie Mayfield, Angela Munkers, Lyla Swafford

Members Excused:

Others: Heidi Kyle, Mike McCormick, Cathy Thomas, Jorja Brown, Mary Kearney

Staff: Yvonne Fleming, Leslie Houston, Suzanne Huffman, Cheryl Miller, Kelly Rosenau

Meeting Called to Order

The meeting was called to order at 10:00 a.m. by Chair Joseph Lowe.

Introductions

Introductions were made by all in attendance.

Adoption of Agenda

The agenda was presented. **Motion** was made by Mark King to accept the agenda as written. **Seconded** by Roxie Mayfield. **Motion carried.**

Approval of Minutes

The meeting minutes of December 1, 2011, were reviewed. **Motion** was made by Don Bruland to approve the minutes with one exception: correct "Roseau" on page 3 to "Rosenau." **Seconded** by Lyla Swafford. **Motion carried.**

Announcements

Roxie Mayfield announced that she watched a film entitled "Lives Worth Living" on PBS on November 4 and 5. "Lives Worth Living" is a historical documentary about the Disability Rights Movement and a biography about one man's struggle to survive. Roxie encouraged others to view the film. It can be purchased for \$20 online through www.pbs.org/independentlens/lives-worth-living.

Public Testimony

Mike Volpe expressed concern over the possible cuts to in-home services that could become effective once the legislature convenes in February. If passed, it could leave Mike and other seniors and people with disabilities, along with those with mental health issues and developmental disabilities, without adequate home care services. Mike asked if the Commission has any plans for advocacy on this subject. Cheryl Miller responded that Commissioners have been encouraged to speak with their legislators about proposed cuts to in-home services. Joseph Lowe and Don Bruland spoke about their advocacy activities. Don also stated that in

order for DHS to balance its budget, unless some additional funds are found, there will be service cuts. He encouraged advocates to speak to their legislators now before the next session starts as we cannot sustain further cuts without damaging people and unraveling our system, costing the state more money. Mike McCormick said AARP, OHCA, and SEIU entered into a contract with Health Management Associates to discuss ways to avert the second year reductions by enhanced revenues. Internally, APD is also trying to find different ways for securing additional funds to also avert service cuts.

Aging and Physical Disabilities Update

Mike McCormick, Deputy Director, spoke to the Commission about his new role in APD and is enthusiastic about using his partnering, communicating, designing, and implementing skills to make improvements, especially in the area of long-term care. Mike spoke about APD's budget in that if their budget is kept at the levels where it is now, there will be devastating results in service reductions in the remainder of the biennium. Mike and others at APD are trying to find opportunities that will reduce and/or eliminate the second year reductions.

HUBB Update

Jorja Brown, HUBB Insurance Technician, reported the following:

- 2011 Plan Year HUBB Enrollment Statistics – April 2011 through December 2011. No newsletters were sent out in November and December as HUBB is developing a new newsletter. At the beginning of the 2011 Plan Year, 4,509 HCWs were enrolled in medical insurance coverage and at the end of the nine month period, 4,559 HCWs were enrolled in medical insurance coverage. The enrollment was the same for dental insurance enrollment.
At the beginning of the 2011 plan year, 54 HCWs were enrolled in COBRA medical insurance, and 67 were enrolled in COBRA dental insurance. At the end of the nine month period, 37 HCWs were enrolled in COBRA medical insurance and 43 in COBRA dental insurance.
- HUBB 2011 Plan Year Insurance Premium Summary. Premiums for the first three quarters of the 2011 plan year totaled \$29,070,237.39.
- 2011 HUBB Enrollment Tier & Dependent Report. HCW enrollment in Kaiser medical insurance in April totaled 2,378; medical enrollment in December totaled 2,495. However, spouse, children, and family enrollment decreased from April to December. HCW enrollment in ODS medical insurance in April totaled 2,029; medical enrollment in December totaled 2,007. Spouse, children, and family enrollment remained consistent through the nine month period.

- HUBB Invoice to the Department of Human Services, December 2011: Premiums for HCW dental and medical coverage including HCW adjustments totaled \$3,155,502.33.
- Employee Assistance Program for HCWs. The quarterly EAP report showed that 157 HCWs used the program from April 2011 – December. That is an annualized percentage rate of 4.6. The leading issue for contacting Cascade Centers for assistance dealt with family life/legal followed by family life/financial.
- Medical and Dental Insurance Coverage. HUBB sent out a letter in December to HCWs outlining the changes to Kaiser and ODS health and dental coverage and premiums that became effective on January 1.

OHCC Budget Update

Cathy Thomas, Fiscal Analyst, presented the OHCC Budget to Actual Report, July 2011 – June 2013, for the Oregon Home Care Commission.

Workers' Compensation Update

Kelly Rosenau, Workers' Compensation Coordinator, reported on the following injury claims.

- Homecare Workers, November 2011:
 - 26 claims were submitted to SAIF.
 - Average age of injured worker – 48.2.
 - 62% of the claims were non-disabling.
 - 19% of the injured workers were safety trained prior to injury.
 - 57% of the injured workers had health insurance.
 - The leading cause of injury was *strain/injury by lifting* (8 workers). The second leading cause of injury was *slips/trips/falls* (8 workers).
 - The most injured body part was the *back* (6 workers) followed by the *knee* (4 workers).
- Personal Support Workers, November 2011:
 - One PSW injury claim was submitted to SAIF.
 - Age of injured worker – 27.
 - Injury was non-disabling.
 - The injured worker was not safety trained prior to her injury and was not covered with health insurance.
 - The cause of the injury was a *motor vehicle accident*.
 - The body part injured was the *back*.

Training Update

Mark King, Commissioner and Chair of the Training Committee, reported on the following training statistics for November 2011:

- 70 training classes were held.
- Total attendance at the training classes – 766. 690 of those attending were HCWs (90%). Three PSWs (1%) attended training classes.
- 125 registrants (16%) failed to show up at the classes.
- Average attendance per class – 11.
- Unduplicated HCWs trained as of November 30, 2011 – 5,580.
- Unduplicated PSWs trained as of November 30, 2011 – 37.
- The Union was represented at 40% of the training classes held.

Mark King also reported on the following training statistics for December 2011:

- 42 training classes were held.
- Total attendance at the training classes – 500. 421 of those attending were HCWs (84%). One PSW (<1%) attended a training class.
- 59 registrants (12.8%) failed to show up at the classes.
- Average attendance per class – 12.
- Unduplicated HCWs trained as of December 31, 2011 – 5,614.
- Unduplicated PSWs trained as of December 31, 2011 – 38.
- The Union was represented at 50% of the training classes held.

Mark King presented a Quarterly Training Summary Report for October 1 – December 31, 2011, showing the number of times each training class was held and the attendance.

Mark King reported that Ryan Olson, an Assistant Scientist of CROET (Center for Research on Occupational and Environmental Toxicology), was in person to present a study in which HCWs will be organized into support groups for the purpose of educating them on how to become a healthier workforce by preventing injuries and promoting healthy living. This study will be coordinated with the Commission's training classes. Teams of 10 HCWs will meet monthly for six months in the Portland metro area to concentrate on promoting and protecting health, improved lifestyle choices, safer work practices, and better psychological and physical health.

Registry Update

Suzanne Huffman, Registry Coordinator, reported on the Registry and Referral System (RRS) Statistics for December 2011:

- RRS Usage Statistics Overview:
 - Employers/Anonymous Users – 1,752

- Unduplicated Employer/Anonymous Users – 953
- HCW Referrals Provided – 241,258
- Unduplicated HCW Referrals – 3,298
- RRS HCW Statistics Overview:
 - Incomplete HCW profiles – 2,585
 - Unavailable HCWs:
 - ♦ Need orientations – 703
 - ♦ Need to update profiles – 6,290
 - ♦ Removed by OHCC – 40
 - ♦ Not looking for work – 4,704
 - Available HCWs:
 - ♦ Looking for work through the RRS – 2,506
 - ♦ Looking for work through the local office only – 148
 - Total Career HCWs – 16,976

Suzanne Huffman mentioned that criminal history checks can now be processed online. The Registry Unit is encouraging all HCWs to get an email address which will greatly shorten the time that it takes for a criminal background check to be processed.

STEPS Update

Suzanne Huffman, STEPS Coordinator, reported on the STEPS Consumer/Employer Statistical Report for November:

- 16 new employers and 5 new representatives were trained in the STEPS program.
- 6 repeat employers and 1 repeat representative received Guide-on-the-Side training.

Suzanne presented a STEPS Report for November that included outreach activities, challenges or barriers, best practices, and success stories for all CILs that reported in.

The STEPS Directors/Specialists meeting minutes from December 13 were distributed to the Commissioners.

Suzanne attended a CIL managers meeting and presented the new referral form.

Roxie Mayfield asked Suzanne about the status of the CIL contracts. Suzanne stated that the contracts had been extended through the end of February. Suzanne met with Contracts and Procurement and learned that three RFPs will be needed, one for each of the populations. RFPs will be released in two-week intervals.

Executive Director's Report

Joseph Lowe, Chair, Oregon Home Care Commission, presented the applications and background history of Patricia Kennedy and David Richmond who are interested in becoming members of the DD/MH Committee. **Motion** was made by Roxie Mayfield to accept Patricia Kennedy as a member of the DD/MH Committee. **Seconded** by Mark King. **Motion passed.** **Motion** was made by Lyla Swafford to accept David Richmond as a member of the DD/MH Committee. **Seconded** by Roxie Mayfield. **Motion passed.**

Cheryl Miller, Executive Director, reported on her activities for December 2011:

- Participated in APD Director interviews. The position is still open.
- Participated in APD Executive Team meetings.
- Participated in APD Mass Ingenuity sessions.
- Participated in a Non-Traditional Health Worker subcommittee meeting for Community Health Workers.
- Participated in Bargaining and Mediation meetings.
- Participated in a meeting with DHS/OIS regarding HB 3618.
- Attended a Legislative training for the 2012 session.
- Attended a Monthly HCW Issues meeting.
- Attended an OHCC budget meeting.
- Attended an APD Score Care meeting.
- Attended a SPD Managers' Brown Bag meeting.
- Met with DD and CDDP staff.
- Attended Modernization Executive Steering Committee and Modernization Quick Win projects meetings.
- Met with Contracts regarding the Registry and Referral Systems' expansion.

Meeting Adjournment

The meeting adjourned at 12:50 p.m. The next Commission meeting will be held on February 2, 2012, 10:00 a.m. at 676 Church Street NE, Salem, Oregon.

Attachments:

- Agenda
- Oregon Home Care Commission Meeting Minutes, December 1, 2011
- 2011 Plan Year HUBB Enrollment Statistics – April 2011 through December 2011
- HUBB 2011 Plan Year Insurance Premium Summary, April 2011 – December 2011, (Quarterly Report)
- 2011 HUBB Enrollment Tier & Dependent Report, Plan Year – April 2011 – December 2011

- HUBB's Invoice to Department of Human Services, December 10, 2011
- HUBB EAP Utilization Summary, Contract to Date
- July 2011 – June 2013, Home Care Commission Budget to Actual Report
- Workers' Compensation Report – Homecare Workers, Claim Reporting Period: 11/01/2011 – 11/30/2011
- Workers' Compensation Report – Personal Support Workers, Claim Reporting Period: 11/01/2011 – 11/30/2011
- Home Care Commission Monthly Training Report, November/December 2011
- Quarterly Training Summary Report, Quarter: 10/01/11 – 12/31/11
- Registry and Referral System Usage Statistics Overview, Reporting Period: December 2011
- Registry and Referral System HCW Statistics Overview, Reporting Period: December 2011
- STEPS Consumer/Employer Statistical Report, Reporting Period: November 2011
- STEPS Report for November 2011
- STEPS Directors/Specialists Meeting Minutes, December 13, 2011