



## **LONG-TERM CARE FACILITY ADVISORY BOARD**

### **Regular Meeting**

**July 9, 2008 at 1:30 p.m. in Room 1102**

Oklahoma State Department of Health, 1000 NE 10th Street, Oklahoma City, OK

### **Approved Minutes**

**Approved October 8, 2008**

#### **1. Call to Order**

Wendell short called the meeting to order at 1:38 p.m. Wednesday, July 9, 2008. The 2008 Long-Term Care (LTC) Facility Advisory Board meeting notices were filed and posted with the Secretary of State's office website and the Oklahoma State Department of Health (OSDH) website on November 15, 2007. The July 9, 2008 meeting agenda was posted July 7, 2008 on the OSDH website and at the OSDH building's front entrance.

#### **2. Roll Call**

Gayle Freeman called roll. The following members were present: Wendell Short, Chair; Kay Parsons, Vice Chair; Margaret Wallace, Secretary-Treasurer; Donna Bowers; Jane Carlson; Clara Haas; Diane Hambric; Esther Houser; Cassell Lawson; Dawn Mendenhall; Jane Mershon; H.F. Timmons; and Dr. Peter Winn.

The following members were absent: Ginny Bond; Theo Crawley; Chris Kincaid; Mich Magness; JoAnne Sellars; Tracy DeForest; and Dewey Sherbon.

Dr. Jean Root and Esther Houser arrived after the meeting was in progress.

There are currently five vacancies.

Identified OSDH staff present were: Dorya Huser, Chief of LTC; James Joslin, Chief of HRDS; Sue Davis, LTC; Lisa McAlister, Nurse Aide Registry; Karen Gray, LTC; Patty Scott, LTC; Matt Schue, Director of Occupational Licensing for the Okla. State Department of Health and Gayle Freeman, LTC.

Identified guests present were: Mary Brinkley, OKAHSa; and Marietta Lynch, OAHCP; Tana Parrott, DHS, Charles Pruitt, DHS; Rick Billings LTCA of Enid; OKDHS/ASD; Andrea Pogue, Career Technology; Tom Hoetger, General Medicine P.C.; and Ann Osborne, Francis Tuttle Technology Center

4 Meetings are posted at:

<http://www.health.ok.gov/calendar/mtngs/index.html>

<http://www.sos.state.ok.us/meetings/agencymeets.asp?intAgency=316>

Approved minutes are posted at <http://www.health.ok.gov/calendar/mtngs/lcabc.html>

A quorum was reached. Introduction of LTC Facility Advisory Board members and attendees commenced.

**3. Review and Action to Approve/Amend the April 9, 2008 Regular Meeting Minutes.**

Approval/Amendment of minutes for April 9, 2008 regular meeting.

*After brief discussion, Dr. Winn made a motion to approve the April 9, 2008 regular meeting minutes.*

*Seconded by Cassell Lawson. Motion carried.*

**Aye: 14 Abstain: 0 Nay: 0 Absent: 7**

Ginny Bond	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Vacant-Pharmacist	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Donna Bowers	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Vacant	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Gayla Campbell	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dawn Mendenhall (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Jane Carlson	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Jane Mershon (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Vacant (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Kay Parsons	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Vacant-NH Adm	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dr. Jean Root	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Theo Crawley (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	JoAnne Sellars	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Tracy DeForest	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dewey Sherbon	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Clara Haas	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Wendell Short	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Diane Hambric (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	H.F. Timmons	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
*Esther Houser	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Margaret Wallace (exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Chris Kincaid (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dr. Peter Winn	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Cassell Lawson	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay		* Arrived after the vote
Mich Magness	<input type="checkbox"/> Aye <input checked="" type="checkbox"/> Abstain <input type="checkbox"/> Nay		Shading = Absent

**4. Appointment of the Nomination Committee for the 2009 LTCFAB officers**

Volunteers for the 2009 nomination committee is: Diane Hambric, Chair, Kay Parsons, Jane Mershon, Clara Haas and Esther Houser.

**5. Report concerning CEU's for Oklahoma Nurses**

Wendell Short discussed a letter he received from the Board of Nursing on June 11, 2008; in August of 2007 the LTCFAB voted to have Diane Hambric the Chair Person write a letter to the Board of Health and to the Board of Nursing expressing support for CEUs for licensed nurses in Oklahoma. Through the course of time, the Board of Nursing has looked at the topic of Continued Education and it will be discussed in a meeting on July 22, 2008. A forty-five minute period will be made available for public presentations. There will be no decisions made at the meeting. Wendell advised he will go to the Board of Nursing meeting as an interested Stakeholder from a larger body, LTCFAB, and will address the Nursing Board in the time he is allotted. He will convey to the Board of Nursing that there continues to be a consensus among the members of the Long Term Care Advisory Board that there is a need for Continued Education for Oklahoma licensed and Registered Nurses.

**6. Advantage Waiver for Assisted Living in Oklahoma**

Tom Dunning Program Administrator for Home and Community based services unit in Aging Services Division of DHS presented a power point presentation on the ADvantage Waiver Program. He introduced

Rick Billings the Director of Long Term Care Authority of Enid and Tana Parrott and Charles Pruitt with Aging Services. The housing options were explained, and the fact that the ADvantage Program does not pay for room and board was reviewed. The ADvantage Assisted Living program outline included information concerning OSDH licensing and OKDHS certification. Tom explained the physical requirements of the resident's room for certification they include: lockable doors, private rooms, private bathroom, kitchenette and the square footage requirements. The Assisted Living Services are personal care and supportive services furnished in a homelike, non-institutional setting, including 24-hour on-site response capability to meet needs and provide supervision, safety and security. ADvantage Assisted Living services to meet consumers needs may include: personal care, housekeeping, laundry, meal preparation, nursing evaluations and supervision, nursing care, medication administration and assistance with transfer or ambulation. Tom explained the reimbursement rate structure and the room and board costs in relation to the SSI Federal Benefit. There were questions asked throughout the presentation. Mr. Dunning's number is (405) 522-3078; his email address is tom.dunning@okdhs.org.

Wendell thanked Mr. Dunning for his presentation.

### **7. Fire Extinguisher Industry Licensing Act**

Matt Schue, Director of Occupational Licensing for the Okla. State Department of Health presented information on the newly implemented act known as the "Fire Extinguisher Licensing Act". He explained the purpose of the act is to regulate the sale, installation and servicing of portable fire extinguishers. Matt provided a handout of the Fire Extinguisher Industry Act and gave an overview of the information covered by the act. Matt provided information on the new Uniform Code, the color-coding system for the fire extinguisher tags, and the information that should be on the tag. The web address for additional information on the "Fire Extinguisher Licensing Act", including an application and the rules and regulations, is OLD@health.ok.gov

Wendell Short thanked Matt for his presentation.

### **8. Update: "Best Practices Medical Directors Subcommittee"**

Dr. Winn spoke to the members of the Advisory Board regarding the ongoing progress of the "Best Practices Medical Directors Subcommittee". The Long-Term Care Facility Advisory Board members and guests of the meeting received a copy of the minutes of the last meeting of the Best Practices Medical Directors Subcommittee. Dr. Winn explained that part of the process of the subcommittee includes; gathering information to determine where we are as far as quality of care in Long Term care, evaluating the priorities of the Commissioner of Health, including physical restraints, pressure ulcers, and looking at some of the guidelines. The subcommittee would like to bridge the gap, meet the needs, and complement what the Department of Health is doing. Dr Winn recommend everyone look at the website [www.myinnerview.com](http://www.myinnerview.com) Management Intelligence for healthcare.

### **9. Activities and Social Directors Training Ad Hoc Committee**

Margaret Wallace gave a synopsis of the June 26, 2008 meeting of the Ad Hoc Activities and Social Directors Regulation Review Committee. Margaret provided a copy of the agenda from the meeting for the Board members and the LTCFAB guests. The Board was brought up to date on some work that the committee is unraveling. Margaret explained there had been two meetings of the Ad Hoc committee to date. The first meeting was in May and was primarily an informational meeting in order to look at what is out there and what is being offered at this time. The second meeting in June was to hone in on detailed items in order to help the department develop specific criteria for an approval system for activities and

social service directors as mandated by statute and rule. Margaret explained the committee was a passionate group of professionals that truly make life better for the residents in facilities across the state. She expressed her appreciation for their passion. Margaret related there were some definite common denominators among the committee in relation to quality programs as far as curriculum. There is another meeting scheduled for August 27, 2008 at 1:30 p.m.

### **10. Update for Long Term Care**

Dorya Huser provided an update from Long Term Care. She expressed her appreciation for the wonderful job both the Best Practice Medical Director's Subcommittee and the Activities and Social Directors Training Committee is doing. Dorya shared that we were looking forward to Dr. Root speaking next week, July 16 & 17th at Provider Training; at this time, we have approximately 300 people registered. The Assisted Living training with Dr Winn speaking again, will be August 7th and the ICF/MR training is Sept 16 & 17th. Guest speaker, published author, David Troxell, will be doing an Alzheimer's training October 23rd and 24th, people will only sign up for one day each day will be repeated. CMS is formalizing a requirement on sprinkler systems in facilities; they are no longer going to give any waivers for anything. If a facility has any waivers for whatever reason, they will no longer be valid. There will be a five year phase in, if a facility is going to have some expensive work done or renovations they will have a five year period to accomplish the work. CMS, is going to be implementing a rating system, they are hoping for a target date of Dec. 08. This will be a national system. Dorya advised; If you have input or if you want to see what the status is at this point in time you can check their website at [bettercare@cms.hhs.gov](mailto:bettercare@cms.hhs.gov). The mail out that is coming your way has three letters in it; one is to address temperatures in facilities, it is that time of year where we want to remind people about making sure you address your plans if your air conditioner goes out. A second letter is a reminder to order your flu vaccine for the fall and the third letter concerns the fire extinguisher law that is going into effect.

### **11. New Business**

Not reasonably anticipated 24 hours in advance of meeting

Karen Gray announced that CMS had released the advanced copy of the revised guidelines for F325, nutritional parameters, and F371, kitchen sanitation and they will go into effect Sept. 1, 2008.

### **12. Public Comment**

Public comments were made throughout the meeting

### **13. Adjournment**

The meeting adjourned at 3:50 p.m.