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**Division of Public and Behavioral Health  
Palliative Care and Quality of Life Council  
SUMMARY MEETING MINUTES**

**DATE: Thursday, November 18, 2021 TIME: 3:30 P.M.**

The meeting was called to order at 3:30 pm.

**Note to all members: Chair Veneta Lepera will be calling on different members for updates.**

*Note:* Some board members may attend in Las Vegas. Agenda items may be taken out of order, combined for consideration, and or removed from the agenda at the chairperson's discretion.

**1.) Call to Order and Roll call – Chair Veneta Lepera, BA, BSN, RN**

**Members:**

Marilyn Jeanne Hesterlee, Council Administrator

Veneta Lepera, BA, BSN, RN, Council Chair

Kim Anderson, Council Vice-Chair

Mary-Ann Brown, RN, MSN, CHPCA, GCHCE HEC-C

Marie (Phyllis) Conner, BSN, RN CHPN

Melissa St. Jean, MSW

**Excused:**

Kelly Conright, MD -

Patricia Pollina, APRN, ACHPN, NP-PC

Lucille Walker

**Ex-officio Members:**

Tom McCoy, JD

**Staff present:**

Nathan Orme, HCQC

Nenita Wasserman, HCQC

**1) PUBLIC COMMENT**

Public testimony under this agenda item may be presented in-person, by computer, phone or written comment. Due to time considerations, each individual offering public comment will be limited to not more than **three** minutes.

There was no public comment.

**2) Approval of Meeting Minutes from July 15, 2021 - Action Item**

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THERE WAS A MOTION TO APPROVE THE MEETING MINUTES OF JULY 15, 2021 (person did not identify themselves and it was not on verbatim transcript). THERE WAS A SECOND TO THE MOTION BY MELISSA ST. JEAN. MOTION CARRIED UNANIMOUSLY.

- 3) Discussion and possible action to nominate Stephanie Schneider to replace Robyn Tejada to fill the state agency membership of the Palliative Care and Quality of Life Council. - **Action Item**  
– **M. Jeanne Hesterlee**

The chair explained that Stephanie Schneider would be replacing Robyn Tejada. This slot fills the second member of Department of Human and Health Services. She asked if the members had a chance to review her resume.

Chair Lepera noted all members present voted to approve Stephanie Schneider.

THERE WAS A UNANIMOUS VOTE TO APPROVE STEPHANIE SCHNEIDER AS A MEMBER OF THE PALLIATIVE CARE COUNCIL AND QUALITY OF LIFE.

The members praised Stephanie Schneider's accomplishments.

Chair commented that Phyllis Connor resigned. For the next agenda, she will formalize that and open it up for applicants for that role that is an RN in Palliative Care.

Melissa St. Jean asked if they would be recruiting more members. Veneta Lepera explained an RN in palliative care is needed and that will be put on the agenda for the next meeting.

Kim Anderson said that for the record she would like to show how much Marie Connor has done for this council. She's done much research and data analysis behind the scenes; she will be incredibly missed.

4. Updates related to Palliative Care and Quality of Life Council. **Informational - M. Jeanne Hesterlee**

Jeanne Hesterlee commented she had nothing to discuss under this item.

Chair Lepera commented, this is old business but Nathan and I are working on a letter to Senator Woodhouse to thank her for her contributions to the council. This item has already been voted upon and approved by the council.

5. Overview of Funding and Networking with other Nevada councils/boards, per NRS 232.355; NRS 232.1857; NRS 232.4858. Discuss funding through bill draft request about specialized license plate.

**Informational - M. Jeanne Hesterlee, Patti Pollina / Veneta Lepera**

Chair Lepera commented that one of the things they are discussing regarding funding and networking is specialized license plate. Tom McCoy will talk on this. Patty Pollina is the chair of the POLTZ Board and we were discussing ways to raise funds.

Chair Lepera asked Tom McCoy if he had any input to share with the council on what the next steps would be to get some type of bill or prebuilt paperwork to prepare for next session.

Tom McCoy said that there was a Childhood and Rare Cancer Bill that passed which they got the specialized license plate approval. He commented there was some revisions. In 2021, there were some changes to dealing with license plates. He said the state is reluctant to do it because it is a lot of work. He said he would look at the legislation that was introduced and passed in 2021 that discussed some of these license plates and see what the challenges are. If there are any challenges, then a legislator would have to introduce the BDR.

In response to Chair Lepera's question as to what a BDR is, Mr. McCoy explained it is a bill draft request. When discussing the topic with Senator Woodhouse, she explained that a line in the BDR might authorize the issuance of such a license plate. Then the BDR becomes a bill and goes before the Legislature.

Chair Lepera said that will be an item on the next agenda to discuss further to identify a legislator that would assist in introducing the bill draft request.

6. Overview of new items regarding Palliative Care and Quality of Life web page, including items posted on site since last meeting. **Informational – Nathan K. Orme.**

Chair Lepera said she would like to discuss with Nathan on how to move palliative care web page when a citizen types in the words "palliative care Nevada," she would like to see the web page pop up in the top five.

Jeanne Hesterlee said that they could discuss this with Nathan. She commented he has Facebook and some other platforms he uses for the Bureau and it may be something he can assist with.

6. Discussion and possible approval of the completed FAQ list for patients/families electing hospice, and possible approval of FAQ list for patients/families receiving Palliative Care services (pending completion). Approval will result in items being posted and available for print from the website. **Action Item - Melissa St. Jean / Marie Conner / Mary-Ann Brown**

This item was already approved .

7. A discussion of possible approval of the FAQ list. This was a carryover from our last meeting. A vote was taken and approved to have a hospice question list for patients and families is on the teams under our group.

Patty Polina commented some possible questions include:

Do they have social workers do they have a chat?

Do they have spiritual support?

And is there a cost I think there is a cost for a language scaling it up now.

Some programs could have a copay and some will not.

Chair Lepera explained at the last meeting they were looking at a specific list of questions to ask providers that they could come to our web site, print out and take with them. What would somebody that maybe doesn't quite understand palliative care like we do.

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Stephanie Schneider commented when discharged outside of the hospital and then looking into other States, there's not a set standard. She explained she sits on Project Echo where they ask who does palliative care in Northern Nevada. They might want to check our web site and see if it is out of date. This needs to be updated.

Melissa St. Jean said she could go through the current list and come up with a questionnaire and pass it around by the next meeting.

Veneta Lepera said palliative care is not structured like hospice. Where there are really set things up for hospice, it's not really the same for palliative care.

Mary-Ann Brown commented the council is not endorsing any programs, merely listing what is available. It should be more of an education of what palliative care offers and ask questions specific towards their needs.

Veneta Lepera said that they really need to stick with a FAQ sheet in education sheet on what palliative care is and what it can offer so check with your provider if they offer this.

Mary Ann Brown said that we are back to saying here is how palliative care can meet your needs.

Mary-Ann Brown commented we already have a disclaimer. Listings do not constitute an endorsement by the Palliative Care Quality of Life Advisory Council.

Nathan Orme shared the site in TEAMS. He said for planning, his input is that yearly review is good to put on the schedule. If you know someone is not current on the page, he could remove them. He said that he would be happy to make any edits, just send them his way. The last date it was edited will be posted on the page.

Chair Lepera said please contact Nathan Orme and copy her and Jeanne Hesterlee if something needs to be removed.

8. Review of mailing process for letter to educational institutions and discussion of goal to complete mailing by August 1, 2022. **Informational – M. Jeanne Hesterlee**

9. Discussion and possible approval of *partially completed* letter of support to Medical Schools and Nursing Schools outlining the value of implementing enhanced training on Palliative Care and quality of life. **Action Item - Patti Pollina/Kim Anderson/Veneta Lepera**

Chair Lepera said a comprehensive very detailed letter on the value of palliative care and educating on the palliative care needs to be formulated so that it can be sent to the medical schools, nursing schools and social work. She Said she would read out to everyone in January for the February 2022 meeting.

After some discussion, it was decided since TEAMS is not available for all members to edit the letters that all suggested edits would be emailed to the Chair and she would piece everything together. The final letter would be available at the next meeting.

10. Determine date of next meeting (dates of future meetings subject to change): The following dates were agreed for the 2022 year.

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Thursday, February 17, 2022 at 3:00 PM.

Thursday, May 19, 2022, at 3 p.m.

Thursday, Aug. 18, 2022, at 3 p.m.

Thursday, Nov. 10, 2022, at 3 p.m.

4) PUBLIC COMMENT

- a. Action may not be taken on any matter brought up under this agenda item until scheduled on an agenda for a later meeting. Public testimony under this agenda item may be presented in person, online, by phone or written comment. Due to time considerations, each individual offering public comment will be limited to not more than three minutes.

Veneta said that she would like to move the time of the meetings to 3 p.m. instead of 3:30. Everyone agreed to the 3 pm time for future meetings.

- 5) Adjournment The meeting adjourned at approximately 5:00 p.m.

Revised 2/25/2022