

**Division of Public and Behavioral Health
Homes for Individual Residential Care Advisory Council Meeting
DRAFT SUMMARY MEETING MINUTES
Date: Tuesday, February 13, 2018
Time: 1:30 PM**

MEETING LOCATIONS

Videoconference to:

Division of Public and Behavioral Health
Health Care Quality & Compliance
727 Fairview Drive, Suite E
Carson City, Nevada 89701

Division of Public and Behavioral Health
Health Care Quality & Compliance
4220 South Maryland Parkway, Bldg. D, Suite 810
Las Vegas, Nevada 89119

Member Attendees:

Beatrice Mercado, Co-Chair
Dorothy Domingo, Compassionate Care Residential Home
Phil Glessner, Co-Chair
Emelita Tugas, Washington Senior Home

Other attendees:

Malou Alano, Sacred Heart Residence I, II, III
Pat Elkins, HCQC
Rhodora V. Estrada
Jeanne Hesterlee, HCQC
Susan McElhany, DMD
Nathan Orme, HCQC
Anna Olsen-Figueroa, Social Services Manager, Home and Community Based Waiver Program
Grady Smith, Spanish Springs Home for Elderly Care I
Nenita Wasserman, HCQC

Co-Chair Phil Glessner called the meeting to order

Approval of minutes from the May 09, 2017 meeting. *Phil Glessner, Co-Chair*

BEATRICE MERCADO MOVED TO APPROVE THE MEETING MINUTES OF MAY 09, 2017. THE MOTION WAS SECONDED BY PHIL GLESSNER. THE MEETING MINUTES WERE UNANIMOUSLY APPROVED.

By-Law Review and Recommendations and Possible adoption of changes *Phil Glessner, Co-Chair*

Chair Glessner suggested that the advisory council meet twice per year.

Beatrice Mercado said that she thought that meeting twice a year would be sufficient and that they could always have extra meetings when needed.

PHIL GLESSNER MOVED TO CHANGE THE BY-LAWS FOR THE ADVISORY COUNCIL TO MEET A MINIMUM OF TWICE A YEAR. THERE WAS A SECOND BY BEATRICE MERCADO. THE MOTION UNANIMOUSLY PASSED.

Nominations and possible election of two new members.

Phil Glessner stated there are currently four active members. In the north there are two interested candidates and two interested from the south to fill two openings.

Under Section 4, regarding Membership, the by-laws stated:

Subsection A, the council shall consist of no more than six members with a quorum of three members.” Chair Glessner said the last meeting was in May 2017. The reason there were no other meetings was because of a lack of a quorum. He commented that there are only four members that are active and now the advisory council is looking at two more members.

Dorothy Domingo said she is no longer a HIRC director so would be resigning which left three active members.

Malou Alano, Sacred Heart Residence said she would wait until the next meeting.

Eileen (did not hear last name) has two HIRC homes and would be interested in becoming a member and would like to be considered as a member at the next meeting scheduled for May 8, 2018.

Phil Glessner explained said that there are four people that are interested to fill three spots.

Phil Glessner nominated Rhodora V. Estrada as a member. There was seconded by Beatrice Mercado. Motion passed unanimously.

Dorothy Domingo moved to nominate Dora Thompkins as a member. There was a second by Beatrice Mercado. Motion passed unanimously.

Rhodora V. Estrada and Dora Thompkins were both elected as new members of the Homes for Individual Residential Care Advisory Council.

Bureau Topics

Updates on Health Care Quality and Compliance and license renewal document

Jeanne Hesterlee explained that you cannot copy the renewal sticker as it will not show when you run it on a copier. If you need proof, go to our website to look it up. Findahealthfacility.nv.gov is the name of the URL which is the public service page for all licensees. Nathan Orme added that a facility can be looked up on the HCQC website to confirm the licensure.

Anna Olsen-Figueroa, Social Services Manager, Home and Community Based Waiver Program noted that some HIC providers need to submit a copy of their license to Medicaid and asked if they should be going to the website to look it up. Jeanne Hesterlee said that anyone can print it off from that website.

Assisted living topics and fact sheet review.

Nathan Orme, Education and Public Information Officer said that HIRCs have a basic fact sheet. He said he can send it out to the HIRC members. The fact sheet explains what a home for individual

residential care is. He asked for everyone to send their suggested edits or new ideas to him and then he will post it on the website.

Update on Home Based and Community Waivers.

Anna Olsen-Figueroa, Social Services Manager, Home and Community Based Waiver Program reviewed the programs that her agency provides. She stated that they provide services for about 3,400 people.

Information from the Nevada TB Controller related to the homes for individual residential care.

Susan McElhany, DMD introduced herself and commented she did not have any new information to share with the group. March 24, 2018 is the World TB Day and she will be sending out an email regarding this. She said that they have Nevada Department of Public and Behavioral Health, Nevada TB Program which will have her phone number and contact information Health Care Facilities TB Screening Manual. The other thing is that through the HCQC website is a video slideshow on what they like you to have to be compliant.

Jeanne Hesterlee noted the TB training that is available online.

Industry Updates – Phil Glessner, Co-Chair

Top three challenges facing the industry

Successes deserving recognition

Washoe County Mutual Aid Evacuation Annex and how it applies to assisted facilities – Andrea Esp, MPH, CPH, CHES, KG7VXU, and Brittany Dayton, Division of Epidemiology and Public Health Preparedness, Washoe County Health District Aesp@washoecounty.us.

Andrea Esp said that she represents Washoe County Health District and had a handout regarding disaster planning. She reviewed the Washoe County Health District disaster preparedness plan which is posted on the website as an exhibit with these minutes.

Public Comment (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

Paul Glessner stated that for the next advisory council the numbering of the By-laws should be updated accordingly.

There was no public comment.

Adjournment.

The meeting adjourned at approximately 3:30 p.m.