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

DATE: Thursday, July 21, 2022

TIME: 2:30 p.m.

Meeting Locations

This is a virtual meeting and there is no physical location to attend.

- [Click here to join online](#)
- 775-321-6111 (conference ID: 586 714 391#)

Note: 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:

Marilynn Jeanne Hesterlee, Council Administrator -Absent
Veneta Lepera, BA, BSN, RN, Council Chair-Present
Kim Anderson, Council Vice-Chair-Present
Mary-Ann Brown, RN, MSN, CHPCA, GCHCE HEC-C-Present
Kelly Conright, MD-Absent
Melissa St. Jean, MSW-Present
Patricia Pollina, APRN. ACHPN, NP-PC-Absent
Stephanie Schneider-Present
Tom McCoy, JD-Present
Lucille Walker-Absent

Bureau of Health Care Quality and Compliance support staff:

Nathan Orme, Education and Information Officer -Present
Shannon Stodieck, Administrative Assistant-Present
Pierron E Tackes, Deputy Attorney General for the Div. of Pub. & Behavioral Health-Present

The chair announced there was a quorum and convened the meeting at 2:42 pm.

2.) PUBLIC COMMENT

Public testimony under this agenda item may be presented by computer, phone or written comment. Due to time considerations, each individual offering public comment will be limited to not more than **three (3)** minutes.

No public comment.

3.) Review and possible approval of meeting minutes from July 7, 2022 – **Possible Action Item.**

The chair asked for a motion to be made to approve the minutes as written.

Kim Anderson made a motion to approve the minutes, Mary-Ann Brown seconded the motion and the minutes were approved as written.

4.) Appointment of Palliative Care 2022 Consortium subcommittee membership – **Discussion and Possible Action Item.**

There was some discussion on forming the sub-committee and also who could be part of the sub-committee. Chairperson Lepera asked if Tom McCoy would like to be on the sub-committee and due to an event that had already been scheduled prior, Tom asked for clarification on the requirements and stated that he wanted to be clear that he could attend the sub-committee meetings but not the event in November. Melissa St. Jean spoke up and stated that she would be willing to be part of the sub-committee meetings and attend as many meetings as possible but would definitely make the event in November. During the discussion it was not clear if there could be an alternate person who attends if Melissa St Jean was unable to make a sub-committee meeting. Deputy Attorney General Pierron Thackes explained to the council that they cannot allow a designee to attend in a sub-committee members place. Chairperson Lepera re-read her list of sub-committee members who had already agreed to be part of the sub-committee which were, Kim Anderson, Veneta Lepera, Tom McCoy, Mary-Ann Brown, and Melissa St. Jean. After the discussion was over, Chairperson Lepera made a motion to approve the membership of the five members she read off to be the official members of the sub-committee going forward. Melissa St. Jean seconded the motion, but Chairperson Lepera recognized that Vice-Chair Anderson had a question. Chairperson Lepera stated to Kim that she could see that Kim had a question and Kim stated that she wanted to make sure that Troy Jorgenson was added to the list of sub-committee members. After some further discussion as to whether outside members who were not part of the council could be on the sub-committee, Chairperson Lepera asked Deputy Attorney Pierron Tackes for clarification on who could be part of the sub-committee.

Pierron stated that it is up to the council and then went on to explain that the action item that was before the council was to appoint members to the sub-committee and as long as two members of the sub-committee are also members of the council then that is fine and that the council could additionally appoint members from the outside to be part of the sub-committee. Pierron additionally stated that for any meeting in order to take action there must be a quorum of the sub-committee members and that if there was any concern of the ability of the outside members to make the meetings without knowing that today but you still want to move forward with appointing the sub-committee then you can limit it to just council members which is what is sounds like the council has already come up with but then those are the only members that can vote. After further discussion on who the council wants to appoint to the sub-committee it was determined that they were going to move forward with Troy Jorgenson, Kim Anderson Vice-Chair, Veneta Lepera -Chair, Tom McCoy, Mary-Ann Brown and Melissa St. Jean as the official sub-committee members.

Chairperson Lepera made a motion to approve all those members as the sub-committee members, Melissa St. Jean seconded the motion and the motion passed unanimously.

5.) Approval of final Consortium date: Nov. 18, 2022 – **Discussion and Possible Action Item.**

Chairperson Lepera spoke about the event date and wanted clarification that the committee was still considering November 18, 2022. After further discussion, Chairperson Lepera made a motion to move forward with November 18, 2022, as the event date, Kim Anderson seconded the motion and the motion passed unanimously.

6.) Approval of final Consortium location in Las Vegas – Dignity Health Women’s Center and North Las Vegas DH clinic; Reno event location – Renown Hospital Conference room – **Discussion and Possible Action Item.**

Chairperson Lepera stated that this agenda item would be moved to the first sub-committee meeting on August 4, 2022.

7.) Discussion of possible collaboration with Project Echo regarding continuing education (CME/CEU) for Consortium attendees – **Discussion Item.**

Vice-President Anderson explained what Project Echo is: Project Echo Palliative Care was created 3 years ago and is based out of UNR. Project Echo is a hub and spoke model - Kim Anderson and Dr. Conright sit on the hub team for palliative care. Project Echo has committed to hosting and televising the 9AM to 1PM 1 hour continuing education portions of the actual consortium.

The event will be able to accommodate up to 500 participants on Zoom at anytime logging in and logging out, everyone would be eligible for continuing medical education units (CMEs), which will include MDs, DOs, and PAs across the country; it is not limited to just Nevada. The Nursing and Social Worker attendees are limited to Nevada however. Project Echo has agreed to handle the whole thing.

Mary-Ann Brown has committed to teaching the Ethics portion of the CMEs. Tom asked Kim if the event would be marketed nationally and she said that the topic will be part of the discussion in the later part of the agenda. Kim then went on to state that the reason the marketing topic came up was because Dignity Health had inquired on whether all of their providers could attend.

Kim stated that the council will figure it out as it could be however the council wants to market it, but for sure it will be throughout the whole state. There was further discussion on who they want to focus on which would be the palliative care and hospice agencies of the 159 we have licensed here in the state as well as your acute hospitals, skilled nursing facilities and the assisted living facilities and then going from there. **Project Echo presents at noon on the third Friday of every month and have on average a minimum of 10 participants in attendance on up to 80 and those are some people that they can market the event to.**

8.) Discussion and possible approval of speakers for the Consortium – **Discussion and Possible Action Item.**

Anyone can be sitting anywhere in the state or out of the state and attend all 4 hours of workshops and earn up to the 4 hours of CEUs.

Right now we have commitments for the 4 hours of CMEs.

Mary-Ann Brown will present the Ethics portion of the CMEs.

Mary-Ann Brown has a palliative care nurse practitioner that has agreed to present on Palliative Care Fundamentals

Two presenters down south which would be Dr. Conright and she may be splitting her time with Dr. McCaleb up in Reno which could be a third speaker in person in Reno and then Dr. Cletus Parker to speak on Advance Directives and the Nevada POLST which will be the four proposed speakers. Then the additional workshops.

Tom asked what the additional workshops might be. Veneta asked Nathan to open the document she had sent him with the proposed schedule and she touched on the 1PM Booths and Networking session and then addressed what is purposed for 2PM to 4PM

which includes a session that would be open to the public again on “What is Palliative Care?” and “Advance Care Planning” from 2 PM to 2:30 PM, a session which would be open to the public with three panel experts on topics the general public can address with the panel experts at each location from 3 PM to 3:30 PM, and a session from 2:30 PM to 4 PM where the general public could seek assistance in “Completing your Advanced Directive.”

Chairperson Lepera stated the final details will be discussed in the sub-committee meetings.

9.) Discussion of possible donors – **Discussion Item.**

Chairperson Lepera stated that this agenda item would be moved to the sub-committee meeting on August 4, 2022.

10.) Bank account status – **Informational Item (Nathan Orme).**

Nathan Orme stated that he was working with our fiscal team to determine the best way to handle any monetary donations will be. Nathan stated that he believes that the money will be deposited into a fund through the Bureau of Health Care Quality and Compliance but is unsure how the committee will be able to access the funds. Nathan believes it will be through a PO request. Nathan will continue his discussion with our fiscal team on this matter.

There was some discussion about sponsorships in the form of Platinum, Gold, and Silver.

11.) Discussion and possible approval of refreshments/décor for Consortium event on Nov. 18, 2022 – **Discussion and Possible Action Item.**

Chairperson Lepera stated that this agenda item would be moved to the first sub-committee meeting on August 4, 2022.

12.) Discussion and possible approval of advertising for Consortium event on Nov. 18, 2022 – **Discussion and Possible Action Item.**

Chairperson Lepera stated that this agenda item would be moved to the first sub-committee meeting on August 4, 2022. There was further discussion on changing the sub-committee meeting time to noon. Vice-Chairperson Anderson proposed keeping the sub-committee meetings to 45 minutes. Kim and Veneta expressed their appreciation for all those that have donated their time to be part of the consortium.

13.) PUBLIC COMMENT

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 online, by phone or written comment. Due to time considerations, each individual offering public comment will be limited to not more than three (3) minutes.

No public comment was received.

14.) Adjournment – Veneta Lepera – Chair

The chair adjourned the meeting at 3:22 pm.

AGENDA POSTED AT THE FOLLOWING LOCATIONS:

On the Internet at the Division of Public and Behavioral Health website

<https://dpbh.nv.gov/palliativecare/>

and at <https://notice.nv.gov/>

AGENDA EMAILED FOR POSTING AT THE FOLLOWING LOCATIONS:

Division of Public and Behavioral Health, 4220 S. Maryland Parkway, Bldg. A, Suite 100, Las Vegas, NV

Division of Public and Behavioral Health, 727 Fairview Drive, Suite D, Carson City, NV

We are pleased to make reasonable accommodations for members of the public who are disabled and wish to call into the meeting. In the event of Microsoft Teams application has technical difficulties, the meeting may be conducted by teleconference from the same location. If special arrangements are necessary, please notify Shannon Stodieck, Division of Public and Behavioral Health, in writing please send to, 727 Fairview Drive, Carson City, Nevada 89701 or by calling (775) 684-1033 before the meeting date. Anyone who wants to be on the advisory council mailing list can sign up on the listserv at <http://dpbh.nv.gov/Reg/HealthFacilities/dta/Lists/Listservs/>.

If you need supporting documents for this meeting, please notify Shannon Stodieck, Division of Public and Behavioral Health, Health Care Quality and Compliance, at 775-684-1032 or by email at sstodieck@health.nv.gov.