

**NEVADA HEALTHCARE-ASSOCIATED INFECTION (HAI) ADVISORY GROUP
MINUTES**

**May 27, 2015
10:30 a.m.**

**Division of Public and Behavioral Health
4150 Technology Way
Room 303
Carson City, Nevada 89706**

**Division of Public and Behavioral Health
3811 W. Charleston Blvd.
Suite 112
Las Vegas, Nevada 89102**

**AT&T Conferencing
Dial-In Toll Free Number 1-775-684-4311
Participants Code #688945**

COMMITTEE MEMBERS PRESENT:

Kimisha Causey, Health Program Specialist II, Division of Public and Behavioral Health (NDPBH), HAI Coordinator
Elena Mnatsakanyan, Northern Nevada Medical Center (NNMC)
Ellen DePrat, HealthInsight
Joan Hall, Nevada Rural Hospital Partners
Kathy Johnson, Infection Control Manager, University Medical Center Hospital (UMC)
Melissa Bullock, Washoe County Health District (WCHD)

NEVADA DIVISION OF PUBLIC AND BEHAVIORAL HEALTH STAFF PRESENT:

Adrian Forero, Health Facilities Inspector III, Office of Public Health Informatics and Epidemiology (OPHIE)
Darla Hernandez, Biostatistician II, OPHIE
Jessica Flen, Health Facilities Inspector II, OPHIE
Judy Dumonte, Health Program Specialist I, OPHIE
Julia Peek, Health Program Manager II, OPHIE
Lorne Belt, Health Program Specialist II, OPHIE
Mona Lisa Paulo, Health Program Specialist I, OPHIE

OTHERS PRESENT:

Linda Verchick, Southern Nevada Health District Office of Epidemiology (SNHD)
Lori Isaacs, HealthInsight
Nancy Williams, SNHD
Heather K. Korbolic, Aging Federal Programs and Admin., Social Services Manager I
Becky Baley, Nevada Rural Hospital Partners (NRHP)
Joan Hall, NRHP
Windi Altemeyer
Linda Feola, Marketing Director, St. Rose - Dignity Health – Siena Campus
Marissa Brown, Nevada Hospital Association

1. CALL TO ORDER

Ms. Kimisha Causey called to order the Healthcare Associated Infection (HAI) Advisory Group meeting at **10:33 a.m.** teleconferenced from the Nevada Division of Public and Behavioral Health (NDPBH) in Las Vegas. This was a public meeting and the public was invited to make comments. In accordance with the Nevada Open Meeting Law, this meeting agenda was posted at the following locations: Nevada Department Health and Human Services (NDHHS), Carson City; NDPBH, Las Vegas; NDPBH, Carson City; Nevada State Library Archives, Carson City; Legislative Council Bureau, Carson City; Grant Sawyer Building, Las Vegas; WCHD, Reno; Elko County Library, Elko; the NDPBH web site at <http://health.nv.gov>; and notice.nv.gov.

Introductions were made at all locations and quorum was met.

2. PUBLIC COMMENT

Ms. Causey inquired, if there was any public comment that needed to be recognized at this point. There was no public comment at this time.

3. HISTORY AND BACKGROUND OF HEALTHCARE-ASSOCIATED INFECTION (HAI) GROUPS IN NEVADA

Ms. Causey provided background to the HAI Advisory Group. The HAI group was established around 2009 and was used to create the current HAI plan for the state. The last agenda for the HAI group was dated February 25, 2011, agenda items included the National Healthcare Safety Network (NHSN) update and then a review of the HAI plan for central line associated blood stream infections (CLABSI), methicillin-resistant staphylococcus aureus (MRSA) group, the antibiotic stewardship group and the infection control plan (Initiative), the HAI website, public comment and adjournment. With the Epidemiology Laboratory in Capacity grant, which is the grant that funds the HAI program for the state and with that funding for fiscal year 2015 the state was to reconvene the HAI group. Reconvening the HAI group has been in process since October of 2014, with the recent funding that was received from another grant, the state was given some activities to complete. The most pertinent one of those activities being the revision of the HAI plan, which was to be complete within six months of receiving the funding, which was approximately March or April 2015. The revision is due to the CDC by October 2015. The HAI group may develop laws or policies pertaining to infection prevention and control based of gaps identified during hospital assessments. It will be determined how to fill those gaps and the information will then be relayed to the state licensed health care facilities. With the revision of the HAI plan, there will be a separate group that meets outside of the main group and those meetings will be held more frequently than the main group will be meeting to get it done by October. Once strategies are developed the information will be relayed to the facilities, training can then be developed. Any laws and policies that need to be put in place will be written and put through legislation. Any type of education tools that will be needed will also be created. This is the background on the HAI group and we will continue to meet in the future.

4. OVERVIEW OF FUTURE MEETINGS

Ms. Causey stated the HAI Advisory Group must abide by the Open Meeting Laws (OML), which requires the agenda be posted publicly for the meetings. Each member has been requested to attend the meetings face to face, however if it is not possible, teleconferencing to the meeting is acceptable. The

meetings are open to the public, the public will not have any voting rights, and the public will have the right to comment on subject matter which is discussed during the HAI Advisory Group meetings. When anyone makes a comment, please state your name for the record. If you are attending the meeting through the conference line, please do not place the call on hold, just hang up and call back or mute yourself. Per OML the HAI Advisory Group must meet a quorum of fifty percent plus one. Once all of the voting members are established, the number of voting members will be used to determine if quorum has been met. In the event that quorum is not met, the meeting will continue but no official business will be conducted and no official decisions will be made. With regards to HAI Advisory Group voting members, OPHIE was designated to select members, those members were appointed by Marta Jensen, Acting Administrator for NDPBH. Members that have been appointed thus far are Ms. Melissa Bullock, Epidemiologist with Washoe County Health District; Ms. Kathy Johnson, Infection Prevention Manager with UMC; and Ms. Ellen DePrat, Project Coordinator with Health Insight. Health Insight is our quality innovative network and quality improvement organization. Dr. Ihsan Azzam and Ms. Causey were also appointed to the HAI Advisory Group, Ms. Causey is serving as chairperson until the group votes on a new chairperson, and Ms. Causey will step down when the group elects a new chairperson.

5. APPROVAL OF THE FEBRUARY 26, 2015 MINUTES

MOTION: Ms. Causey motioned to accept the minutes from February 26, 2015 meeting.
SECOND: Ms. DePrat
PASSED: UNANIMOUSLY

6. ADDITIONAL NOMINATIONS FOR MEMBERSHIP HEALTHCARE-ASSOCIATED INFECTION (HAI) ADVISORY GROUP

Ms. Causey stated that nominations are on the agenda for voting members, the group will take those nominations today and if the person is not present, contact information will need to be provided so that they can be contacted to inquire if they are interested in being part of the HAI group. Ms. Jensen, Acting Administrator for NDBPH will do the actual appointment. The appointee will receive a letter for their appointment and will be established as a voting member once they have signed and returned the letter accepting their nomination to the group.

Ms. Causey stated that nominations will be taken for the voting members of the HAI Advisory Group. The group is requesting representation from the following groups, a person from each health department, Southern Nevada Health District (SNHD); Carson City Health and Human Services (CCHHS); Ms. Bullock is on board with Washoe County Health District (WCHD); two representatives OPHIE, Ms. Causey is one of the voting members representing OPHIE and Dr. Ihsan Azzam has been nominated to be a voting member, board is waiting on his acceptance or denial. Three representatives from hospitals, two in the south and one in the north, Ms. Johnson serves as one of those members, one more representative for the south and north hospitals is needed. One representative from rural county health services, one representative from the National Hospital Association, one representative from the Quality Innovative Network and Quality Improvement Organization, which Ms. DePrat serves in that capacity. Ms. Causey opened the discussion for nominations. Ms. Linda Feola, who is from, St. Rose - Dignity Health – Siena Campus, nominated herself. Ms. DePrat nominated Ms. Marissa Brown from the Nevada Hospital Association, Ms. Causey asked Ms. Bullock if she would accept the nomination, Ms. Bullock stated she would accept the nomination. Ms. Nancy Williams would like to nominate an epidemiologist to be named later for Epidemiology (SNHD), Ms. Williams indicated SNHD is hiring a new epidemiologist in July and preemptively nominated that person, yet to be named. Ms. Linda Verchick and Ms. Williams will serve as a proxy in the meantime. Ms. Joan Hall nominated herself to represent rural hospitals. Ms.

Verchick asked for clarification about the south representation, inquiring if they have to be from a hospital. Ms. Causey advised the group, it needs to be a representative from the hospital as the group will be working on initiatives that are going to effect the hospitals and would like the hospitals input as they are going to have to implement the initiatives into their facilities. The hospitals need to have adequate representation. If anyone knows of anybody from the hospital that would be a good fit, send an email to Ms. Jessica Flen with the person's contact information and the person will be contacted to find out if they are interested in the serving on the Advisory Group. If the person is interested, an appointment letter will be sent out to that person. Ms. Issacs advised Ms. Causey that Dr. Diane Rhee has experience both in the hospitals and long term care facilities and would be a good addition. Ms. Causey has Ms. Rhee's contact information and would be contacting her. Ms. Causey recapped all the nominations. Ms. Bullock will reach out to the northern hospitals, she has a couple of people in mind, and she would like to check with those individuals before nominating them for the Advisory Group. Ms. Flen will send out the appointment letters to those whom have been nominated and those whom have accepted the nominations, please sign and return those forms, to be kept on file with the Division of Public and Behavioral Health (DPBH). Ms. Causey asked if there were any comments. No comments made.

7. REVIEWVAL AND APPROVAL OF DRAFT BYLAWS FOR HEALTHCARE-ASSOCIATED INFECTION (HAI)

Ms. Causey stated the draft bylaws for HAI Advisory Group were taken from several organizations and tailored to fit the needs of HAI Advisory Group. The group will go through the bylaws line by line and if any adjustments or suggestions are needed those will be noted. The group will then agree on those adjustments and suggestions, the adjustments and suggestions that are approved will be used to revise the bylaws. The revised bylaws will be presented at the next meeting to the voting members in place and a vote will be taken on the bylaws.

Ms. Causey read Section One – Name aloud. The group is currently Healthcare Associated Infection “HAI Advisory Group.” The group is considering changing the name to a task force verses an advisory group. As a “task force” there would be more that could be done with the group verses an “advisory group” which is restrictive. There would have to have voting members on the board with a task force, so there is a suggestion for a name change to the “HAI Task Force” to allow for more movement by the state. Ms. Brown requested clarification on the difference between a task force versus an advisory group. Ms. Causey clarified, as a task force group the group would be able to have voting rights and as an advisory group there would be no voting rights and the state would just host the meeting, Ms. Julia Peek agreed with Ms. Causey description of the task force verses the advisory group. Ms. Lori Isaacs recommended the name change. No action taken to name change.

Ms. Causey read Section Two – Authority aloud. Ms. Causey inquired if there were any edits to the authority. No edits.

Ms. Causey read Section Three – Mission aloud. Ms. Causey inquired if there were any edits to the mission. No edits.

Ms. Causey read Section Four – Subsection A: Voting Membership aloud. Ms. Causey stated voting members: HAI coordinator, Ms. Causey DBPH-OPHIE, State Medical Epidemiologist, Dr. Azzam, representative from the QIO/QIN, Ms. DePrat, from HealthInsight. Ms. DePrat corrected the spelling of her name and the facility. Ms. Peek advised Ms. Causey that the representatives need to be defined by

role not by name, as the bylaws will need to change each time there is a change in members. Ms. Causey stated in the notes she went over earlier she will change it to “suggested.”

Ms. Causey read Section Four – Subsection B: Members Proxy aloud. Ms. Causey inquired if there were any edits. Ms. Brown suggested the words “as applicable” inserted into this section; as Ms. Brown does not have a designated proxy to attend in her place, she is the only person from the Nevada Hospital Association. Ms. Johnson inquired if there was certain number of members required for the task force, and if there needs to be an odd number or even number of members. Ms. Causey advised the group that the plan is to have an odd number of members in the task force, so there is no even split when a vote is taken on a matter. The members will be a small group to begin with, eleven to thirteen members. Ms. Flen suggested the last sentence in the subsection to read as follows, “If neither of the proxies are able to attend.” Ms. Causey inquired if there were any other changes to the section. No changes.

Ms. Causey read Section Four – Subsection C: Terms of Appointment aloud. Ms. Causey inquired if there were any edits, changes or suggestions. No edits, changes or suggestions.

Ms. Causey read Section Four – Subsection D: Staffing aloud. Ms. Causey inquired if edits were requested. No edits or suggestions.

Ms. Causey read Section Four – Subsection E: Voting aloud. Ms. Causey read out loud for the group. Ms. Causey inquired if edits were requested. No edits or suggestions.

Ms. Causey read Section Four – Subsection F: Quorum aloud. Ms. Causey inquired if edits were requested. No edits or suggestions.

Ms. Causey read Section Four – Subsection G: Resignation and Termination aloud. Ms. Causey inquired if edits were requested. No edits or suggestions.

Ms. Causey read Section Four – Subsection H: Ex-Officio Members aloud. Ms. Causey inquired if edits were requested. Mr. Loren Belt suggested it read “should include, but not limited to.” Ms. Causey agreed with Mr. Belt. Ms. Johnson stated that the word “both” be omitted and “but are not limited to” be inserted instead. Ms. Peek stated anyone can attend the meeting and comment, Ex-Officio membership should be limited and it should be just because people hold a certain position; it should be by definition, because of your job, office or position. There should not be fifty Ex-Officio members just to say there is representation, there should be a very few key people for example, since this an ELC grant, perhaps Ms. Judy Dumonte is the ELC grant manager, she should be an Ex-Officio member just by the rule, but you don’t necessarily want to say one person from every hospital should be an Ex-Officio member, it’s not the point of Ex-Officio, but they can certainly attend and provide subject matter expertise. You don’t want to make this section so broad or have ten bullet points of who you want in this membership, it is unnecessary. Ms. Peek stated it should read “Ex-Officio membership will be determined by voting members annually” or you could specifically say something like bullet point ELC grant manager and then subject matter experts as determined by the voting membership or like the prevention plan. If the group wants to vote on this, then we will need to talk about how it is worded today, the group can bring examples to the next meeting. Ms. Peek stated that the voting members need to decide if they want to vote on this section today or wait until the edits have been done. Ms. Peek stated that she has taken notes, she would read the changes and the members could state that they move to accept with these changes or they could see a new version in the next meeting and vote. Ms. Peek advised that there is enough in the agenda this meeting to make the edits and a vote to be

taken at this meeting, or that the edits could be done and at the next meeting this section could be voted on. Kathy Johnson stated that the group should wait until the edits have been done and bring this section back to the next meeting to be voted on. A different unknown speaker agreed. Unknown speaker second that motion. Ms. Causey stated that they will bring back the version with the edits to the next meeting and the group will vote on that version. Ms. Causey stated that for subsection H, that the board members will vote who the Ex-Officio members shall be, which leaves it open but also restricts who is allowed in that section. Ms. Causey inquired if there are any other edits for subsection H. No further edits.

Ms. Causey read Section Five – Subsection A: Officers aloud. Ms. Johnson inquired about Section four, Subsection C, Terms of Appointment and how it relates to Section five, Officers, Subsection A: Composition, the way she reads it a member could serve a four year term. Ms. Peek confirmed that she reads Section four, subsection C, Terms of Appointment as a four year term also. Ms. Causey stated that for subsection C, it needs to be changed to one term. Ms. Peek stated it was up to the group to determine if they want a member to serve more than one term. Ms. Causey stated that the thought behind it was if there was no successor, then the person could stay in the role. Ms. Causey stated that they can make Subsection A, reflect Subsection C. Ms. Johnson stated change the wording from “year” to “two terms or until successor is named.” Ms. Causey stated that they will change Subsection A to read “There shall be the following officers on the Nevada HAI Task Force, Chairperson, Vice Chairperson and Secretary, all officers may serve two terms or until successors are appointed or elected. If a person holds a chair position and an officer position they will only get one vote, not two votes because of the positions they hold in the group.” The group agreed that if you serve as an officer and a voting member they get one vote, not two. Ms. Causey stated the only change under section five, subsection A will be to change the “two years” to “two terms.” Unknown speaker agreed with Ms. Causey. Ms. Causey asked for any other comments. No comments.

Ms. Causey read Section Five - Subsection B: Duties of Officers aloud. Ms. Causey inquired if any changes were requested. There were no changes under the role of Chairperson. Ms. Causey read out loud for the group. Ms. Causey inquired if any changes were requested. No changes under the Vice Chairperson. Ms. Causey read the Secretary section and asked if there were any changes. Ms. Peek had a couple of suggestions, going back a little bit in Composition in Subsection A, she would say that the officers have to be voting members. OPHIE is staffing this committee, so OPHIE will have to document and record all minutes. The person doing this will not be a voting member, so she suggests removing secretary as you have already said OPHIE will staff this. Then note that the Vice Chairperson and the Chairperson have to be voting members of the task force. Ms. Causey inquired if the group was okay with removing the secretary. Unknown speaker agreed. Ms. Causey inquired if the group was okay with adding that the Chairperson and Vice Chairperson are to be voting members. Ms. Causey inquired if there were any other changes. Unknown caller asked if Ms. Causey could repeat why the secretary position is being omitted and what changes were being made to the Chairperson and Vice Chairperson roles. Ms. Causey advised the caller that since OPHIE is staffing the HAI Task Force and will be responsible for taking the minutes so there is no need for a secretary. For the Chairperson and Vice Chairperson we are adding that they will be voting members for the Task Force. Ms. DePrat suggested to Ms. Causey that she could put into the meeting Subsection, a statement that OPHIE is staffing, if it needs to be in the bylaws, the meetings are supported by NDPBH for the secretarial purposes. Ms. Causey advised Ms. DePrat that it is listed under Section four, subsection D, Staffing. Ms. Causey inquired if there were any other changes. No changes.

Ms. Causey read Section Six - Subsection A: Meetings, Regular aloud. Ms. Causey inquired if there were any changes to this subsection. Ms. Peek asked for clarification on the once a year face-to-face meeting requirement. Unknown caller suggested that the ELC grant should fund the travel for members, as members are required to be in person (face-to-face) once a year for meetings. Ms. Causey stated that would be a lot of funding on the ELC grant, she stated the group could strike the face-to face portion. Ms. Brown suggested to change the once a year face-to-face meeting requirement to one meeting a year for strategic planning. Unknown caller suggested holding the required once a year face-to-face meeting in both the North and the South, individuals located in either location that are unable to travel would be able to meet the requirements. Ms. Peek stated that in earlier in the document it has been noted that attendance should be in person by voting members, it also states they must attend every meeting in person. Ms. Causey stated the intent of the face-to-face meeting clause was intended to get members to the meeting in person held in both the North or South locations rather than calling in over the phone. Ms. DePrat suggested that "face-to-face be in person or via teleconference" be added. Ms. Causey stated the suggestion is to put in parentheses "face-to-face via teleconference or in person." Ms. Brown suggested it should say something like "participate in the meeting." Ms. Causey stated that face-to-face language can be confusing. Ms. Peek stated that in the bylaws "meeting maybe conducted face-to-face or by teleconference," the last sentence could be "voting membership is requested to attend in person if possible" or something to that extent. Ms. Johnson stated that it states you have to attend the meeting but it does not say must be person, the person can call in, that is her interpretation, if she misses three (no shows, calling in or showing up) then she would be asked to step down. Ms. Brown stated if you are requiring face-to-face then you should not have teleconferencing available or is it just the voting members. Ms. Johnson inquired if the Task Force groups in the North and South would meet separately, or is it always the intention that we will have teleconferencing when we are having a Nevada HAI Task Force meeting. Ms. Causey stated they will be meeting together. The only incidents where we would have like a general meeting, would be those who volunteer to do the revisions of the HAI plan but that still would be comprised of those in the North and South working together through videoconference or the phone and those who can attend in person at their said location. Ms. Johnson said she would remove that last sentence. Ms. Causey stated the last sentence will be removed, leaving the options of "meetings maybe conducted by videoconference, face-to-face or if needed by telephone conference." That provides options. Ms. Johnson asked about where it says "at least every six months but no more than quarterly, unless deadlines from the CDC cause meetings to be held more frequently." Ms. Johnson doesn't know if we need to have a minimum or a maximum but no more than quarterly in there if we are going to be meeting and implementing issues. She thinks we may need to meet more regularly to get things done, because if you wait three months, people forget, they're not being pushed to do something. She wanted to know if that would be inclusive of the other task force that is going to be working on HAI Nevada plan. She wanted clarification on if it the same thing or are they two different groups. Ms. Causey stated they are the same. Ms. Johnson inquired would that Revision Committee have to abide by these rules. Ms. Causey stated yes. Ms. Johnson stated she does not think you can change the HAI plan by meeting every three months, making it meaningful, people forget and might get confusing. Mr. Adrian Forero agrees with statement given by the Ms. Johnson, he believes they are quarterly, these are based on the advisory council meetings and they do those quarterly. Since we are calling it a task force, we can meet whenever or as needed. Ms. Peek stated there are some logistics issues here on the open meeting law. She stated it is important to note a minimum as people are signing that they are committing to this task force and some expectations need to be stated about the time commitment. Ms. Peek said, "Here is the issue with wanting to meet monthly, you will kill us on open meeting laws, because we need to provide a three day notice for each of your meetings, so we have to do mailings/e-mailing, make sure it is posted, it is quite a bit of administrative work on our end. If three or more voting membership meets we have to do a public posting for that meeting, so if you are

planning on doing this monthly, it is a ton of work for OPHIE staff, doable but a ton of work.” Ms. Peek would leave quarterly in there for people who sign Letters of Appointment, to know their estimated time commitment, four to eight hours a year, unless you’re part of a special group if the CDC were to require more meetings, but that is about your time commitment. Ms. Causey inquired if we could put something in there like special groups can meet without abiding by open meeting laws or something like that. Ms. Peek advised you cannot put that and you cannot do that either. Ms. DePrat stated that if this is the task force and then sub groups then that is not the task force, so holding this to the actual full group. Ms. Peek stated she wishes that was the case. Ms. Causey’s understanding if a smaller group met, it would be less formal, we could meet to do specific task, but not have to go by open meeting law. Unknown speaker suggested a focus group. Ms. Peek advised the group that if more than three voting meeting spoke about this task force, there would have to be a public posting. So let’s say, Mr. Forero, Ms. Causey and Mr. Belt meet, technically there is not three voting members there, they can do the meeting without us doing a public posting. If Ms. Bullock, Ms. Hall and Ms. Causey were all together in that same room and talking about this then we need to do a public posting of that meeting. That absolutely has to happen or we are in violation of open meeting law. Ms. Causey stated basically say only two voting members can be present. Ms. Peek advised Ms. Causey that is correct. Ms. Johnson stated that most deadlines set by the CDC cause a meeting to be held more frequently, so the HAI plan is due by October so that meets that regulation. So if we had to meet prior to October we could. Ms. Causey agreed. Ms. Johnson stated we could go beyond the quarterly. Ms. Causey agreed. Ms. DePrat stated we would still have to follow those open meeting laws. Ms. Johnson stated you do have an October deadline and that’s really right around the corner. Ms. Causey agreed. Ms. Johnson asked to confirm that there would be one more meeting held before October to go through this whole plan, meeting are held quarterly. Ms. Causey confirmed. Ms. Causey stated that is why we suggested to have quarterly meetings, we will get to that in agenda item number nine, as far as the next meeting date, because we do have to have that plan. Ms. Causey stated she was unsure of why the deadline was set at six months. Ms. Causey asked the group, how we want to word Section Six – Subsection A, Meetings: Regular. She wanted to know if the group wanted to keep it as it is, since we have that we can meet more frequently based upon CDC deadlines, but it still gives us a max and min of our meeting times. Ms. DePrat stated she would leave as is with the last sentence removed. Ms. Causey stated, so it will read, “The Nevada HAI Task Force shall meet regularly, at least once at least once every six months, but no more than quarterly unless deadlines set by the CDC cause meetings to be held more frequently. The meetings shall be held at a time, date, and place as ordered by the Chairperson or upon a request of the majority of the Nevada HAI task force. Meeting may be conducted by videoconference, face-to-face, or if needed, by telephone conference.”

Ms. Causey read Section Six - Subsection B, Meetings: Special aloud. Ms. Causey inquired if there were any changes or edits. No edits.

Ms. Causey read Section Six - Subsection C, Annual aloud. Ms. Causey inquired if there were any edits. No edits.

Ms. Causey read Section Six - Subsection D, Open Meeting Requirements aloud. Ms. Causey inquired if there were any edits. No edits were requested. Ms. Causey stated this item can’t be edited anyways (due to the requirements to abide by Open Meeting Law.

Ms. Causey read Section Seven – Committees aloud. , Ms. Causey inquired if there were any edits. Ms. Peek stated “for group members, for group members shall be appointed.” Ms. Causey stated okay.

Ms. Causey read Section Eight – Amendments aloud. Ms. Causey inquired if any edits were requested. No edits were requested.

Ms. Causey stated we will take all these edits and we will put them in a new draft and we will submit that draft at the next meeting for the voting members to vote on.

8. REVISION OF HEALTHCARE-ASSOCIATED INFECTION (HAI) PLAN

Ms. Causey stated the HAI plan is on the old template that was used by CDC and they provide to all the states. The CDC is supposed to be coming up with a new template, but that is not available at this time. Ms. Causey suggests that we use the template the existing plan is on, for the sake of time. So basically we need to review the current plan, and see what new benchmarks we would like to set based on the existing data and challenges specific to our state. Ms. Causey inquired if there were volunteers. Ms. Verchick stated that a member of SNHD will serve as a member until the epidemiologist is hired in July. Ms. Williams volunteered herself and Ms. Verchick to serve in the role until SNHD epidemiologist is hired. Ms. Causey acknowledged this arrangement. Mr. Belt, Ms. Johnson, Mr. Forero, and Ms. Bullock volunteered. Ms. Peek stated this made the three voting members (Ms. Johnson, Ms. Bullock, and Ms. Causey) and now Open Meeting Law would need to be followed for this group to meet. Ms. DePrat stated we can un-volunteer, right. Ms. Verchick inquired if you're a proxy you're a voting member, right? Ms. Causey stated yes. Ms. Peek stated its how you are is a voting member you are good. It's going to be Ms. Causey, Ms. Johnson and Ms. Bullock that put you over. Ms. Johnson stated it is important that the hospitals are you know represented. Ms. Brown stated I think it is important that infection preventionist in the hospital for these HAI prevention programs are going to be implemented, have a voice in that. Ms. Causey agreed. Ms. Brown stated I hope we can get somebody from hospitals in the North. Ms. Causey stated yes. Ms. Isaacs stated on the Nevada ASP committee might be a good resource for additional members for the HAI Plan Revision Committee and she would be happy to send out an email asking for participation on the Task's Forces behalf. Ms. Verchick stated Nevada APIC also would be a good resource. Ms. Brown and several unknown speakers agreed. Ms. Brown also stated the Northern Nevada Infection Control group as a resource, but wasn't sure if that ASP committee would be ideal. Ms. Brown agreed.

Ms. Verchick stated there are members within the ASP that would probably be members would be infection prevention. Ms. Causey stated that Dr. Lei Chen from Washoe County Health District is usually on the call and might be another good resource for the North. Ms. DePrat stated that would be good and if Ms. Verchick is going to become a voting member then maybe someone else form APIC could attend in that group and then that would take away the open meeting laws. Ms. Causey agreed. At this time an unknown speaker indicated their interest in being on the HAI Plan Revision Committee. This person then identified herself as Ms. Windi Altemeyer from Renown Regional Medical Center. The group unanimously voted to establish the HAI Plan Revision Committee. Ms. Peek recited who she had listed for membership to this committee. Ms. Verchick, Mr. Belt, Ms. Causey, Ms. Johnson, Mr. Ferero, Ms. Flen, Ms. Bullock, Ms. Altemeyer and any appropriate subject matter experts. Because of the composition of this committee, open meeting laws will be followed. This group cannot meet randomly. Ms. Causey acknowledged this and indicated that APIC and NNIC members will be subject matter experts for this group.

MOTION: Ms. Causey motioned to vote for the group.
Ms. DePrat motioned to approve the HAI Plan Revision Committee.

SECOND: Ms. Verchick

PASSED: UNANIMOUSLY

9. TOPICS OF INTEREST FOR ANNUAL HEALTHCARE-ASSOCIATED INFECTION (HAI) CONFERENCE

Ms. Causey stated the NHA, HealthInsights, DPBH and the Nevada ASP committee are working to put together our annual training that the state hosts every year. The anticipated date is August 3, 2015. Anticipated locations are at the cooperative extension in the South and in Truckee Meadows Community College in the North. We also use the Telehealth Network to connect us to the hospitals in rural Nevada. Some of the topics that we discussed are antimicrobial stewardship, CAUTI prevention – surveillance and execution of a prevention plan and best practices. Also mentioned were internal validation of the HAI's, BAE, CUSP and VAT success stories, surgical site infections (SSI's) and with that we wanted to poll the hospitals to see which two (SSI's) were most problematic and then have someone speak on prevention of those surgical site infections. There is also a suggestion for the antimicrobial use and resistance module within NHSN. This module connects with your pharmacy and they can track the type of antibiotics that are being used and any resistance patterns. Ms. Johnson recommended adding CLABSI because of the new definitions within NHSN. Ms. Causey stated the NHSN shows us as being high in CAUTI and our levels are significantly lower in CLABSI and that is why CAUTI was suggested. Ms. Brown stated that even when we had the HEN, CAUTI was still high. A discussion occurred on how NHSN gets their benchmark and how it helps inform definitions for the following year. Ms. DePrat said an NHSN update that would include CLABSI and CAUTI would be good to present at the conference. Ms. DePrat stated the AUR module would be good to include on the NHSN update along with CLABSI and CAUTI. Ms. Causey inquired any other topics suggestions for the annual state wide meeting. No other suggestions.

10. FUTURE MEETING DATES

(Item taken out of order) Ms. Causey discussed the next meeting date for the HAI Task Force. June 10th, 2015 from 10:00am to 12:00pm was discussed but determined to be too soon for Open Meeting Law purposes. Ms. Peek stated OPHIE staff could begin working on the plan while a Doodle Poll is sent out. A meeting date and time will be determined from the results and the group will meet then.

Ms. Causey stated we will work on the HAI Plan Revision Committee meeting date and then we work on an HAI Task Force meeting date.

11. PUBLIC COMMENT

Ms. Causey inquired if there was any public comment. No public comment.

Ms. Causey made a motion to adjourn the meeting at **12:30 p.m.** Ms. DePrat moved to adjourn the meeting. Ms. Johnson seconded that.