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Director



DEPARTMENT OF HEALTH AND HUMAN SERVICES



NEVADA DIVISION of PUBLIC and BEHAVIORAL HEALTH



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Palliative Care and Quality of Life Advisory Council

MINUTES

DATE: Thursday, Feb. 2, 2023

TIME: 3:00 p.m.

- Call to order and roll call – Chair Veneta Lepera, BA, BSN, RN

Members:

- Marilyn Jeanne Hesterlee, council administrator-present
 - 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
 - Eddie Belluomini-present
- Bureau of Health Care Quality and Compliance support staff:
 - Nathan Orme, Education and Information Officer-present
 - Shannon Stodieck, Administrative Assistant-present
 - PUBLIC COMMENT
 - There was no public comment.
 - Review and possible approval of meeting minutes from July 21, 2022 – Possible Action Item.
 - Veneta asked the council members if everyone had a chance to read the July 1, 2022, minutes.
 - The response was that everyone had read the minutes.
 - Veneta made a motion to approve the July 21, 2022 minutes, Mary-Ann Brown moved the motion to approve the minutes and Marilyn Jeanne Hesterlee seconded the motion to approve the minutes. The minutes were approved as written.

- Review and possible approval of meeting minutes from Sept. 22, 2022 – Possible Action Item.
 - Veneta asked the council members if everyone had a chance to read the minutes.
 - There was some discussion on whether a motion could be made to approve the minutes of the September 22, 2022 meeting as there was a concern brought forward as to whether there was a true quorum or not. Nathan Orme stated for the record that he would check with Pierron Tackes (Deputy Attorney General) as to whether the meeting truly had a quorum and that he would advise the council at the next meeting. The approval of the September 22, 2022 minutes was tabled until the next scheduled meeting in March 2023.
- Report about Nevada Palliative Care Awareness Day (including attendee numbers, vendors and revenue generated for the council), which was held Nov. 18, 2022 – Veneta Lepera, Kim Anderson and Mary-Ann Brown – Discussion Item.
 - There were multiple comments made about how the November 18, 2022 Nevada Palliative Care Awareness Day was not only a huge success but that there were 142 people in attendance and that a majority of the attendance was through the online portal.
- Acknowledgement letter to Senator Jackie Rosen for declaration of Palliative Care Month as November for Nevada – Veneta Lepera – Discussion and Possible Action to Authorize Letter
 - There was discussion by the council of the acknowledgement letter to Senator Jackie Rosen, it was stated that the letter had already been drafted. There were additional comments and concerns on whether a motion could be made to approve the letter as this was a discussion item that had been part of the September 22, 2022, meeting agenda and with the concern of whether we had a true quorum or not. This agenda item was tabled until the next scheduled meeting.
- Acknowledgement letter to UNR Project ECHO, Renown and Dignity Health for their support of Palliative Care Awareness Day 2022 events. Propose that letter be sent by Feb. 1, 2023 – Veneta Lepera – Discussion and Possible Action to Authorize Letter.
 - There was a discussion by the council about the acknowledgement letter to UNR Project Echo. There were additional comments and concerns on whether a motion could be made to approve the letter as this was a discussion item that had been part of the September 22, 2022, meeting agenda and with the concern of whether the meeting had a true quorum. This agenda item was tabled until the next scheduled meeting.
- Palliative Care Awareness Day proposed date of Nov. 17, 2023 – Veneta Lepera and Kim Anderson – Discussion and Possible Action Item

- There was some discussion on the date for the 2023 Palliative Care Awareness Day as November 17, 2023. That date falls on a Friday and the council was unsure whether the Renown Mack Auditorium was available. The council decided to move forward with an action item to propose November 2023 as the month and year for the next event with the actual date to be determined later. Mary-Ann Brown made a motion to propose November 2023 as the month and year for the event to happen with the actual date to be determined later, Tom McCoy seconded the motion, and the motion passed unanimously.
- Request to Director Whitley to reappoint for 3 years the following members whose terms expire March 6, 2023: Veneta Lepera, Kim Anderson, Mary-Ann Brown, Kelly Conright, Melissa St. Jean, Tom McCoy, Lucille Walker – Veneta Lepera – Discussion and Possible Action Item
 - Veneta made a request for a motion that Department of Health and Human Services Director Richard Whitley reappoint the council members positions whose terms expire on March 6, 2023. Melissa St. Jean made the motion, second by Eddie Belluomini. Nathan spoke up on the record that Veneta should make an amendment to the motion. Veneta stated for the record that she wanted to amend the motion to request Director Whitley to reappoint Veneta Lepera, Kim Anderson, Marianne Brown, Melissa St Jean and Tom McCoy for another three-year term with the understanding that the chairperson will reach out to Dr. Conright and Lucille Walker to confirm what their wishes are in regard to being reappointed to the council. Mary-Ann Brown made the amended motion, Melissa St. Jean seconded the amended motion, and the motion passed unanimously.
- Discussion of expiration of chair term for Veneta Lepera and vice-chair term for Kim Anderson and plans to hold nomination and vote for new chair and vice chair at March 2023 meeting. – Veneta Lepera – Discussion Item
 - Several discussions arose about who was interested in the chair and vice-chair council position. Kim Anderson has expressed interest in the chair position of the council and Mary-Ann Brown has expressed interest in the vice-chair position of the council. It was also discussed that other people could express interest in the chair and vice-chair position.
- Annual review of website content for accuracy of resources, council member listing and contact information, etc.; request to members to submit edits by Jan. 25, 2023, so edits can be completed by end of January – Veneta Lepera – Discussion and Possible Action Item
 - Veneta stated that there are quite a few changes to the council members' information listed on the website and that she has already sent the change information to Nathan and discusses it with Shannon and that Nathan and Shannon will work on it. Veneta went on to state that there weren't any glaring changes in the resources for the clinical and public websites. Veneta asked the council members if anyone had a chance to really look at that and

see if there are any changes that need to be made. Veneta stated that since she didn't hear anyone speak up about changes that she wanted to move the item to an action item and asked that the website be updated with the correct members to who is reappointed and also to who is currently sitting on the council so that area of the website is correct and up to date. Veneta then stated that she also wanted an amendment to the motion to review the clinical and public information websites for accuracy and postpone that to the March meeting. Marilyn Jeanne Hesterlee stated she supported the amendment to the motion, and she approves of it, Tom McCoy seconded the amended motion. The motion was approved.

- PUBLIC COMMENT

- Mary-Ann Brown thanked Veneta for her leadership and for all of her contributions to the council. Mary-Ann also stated that Veneta has done a valiant job of keeping the council moving forward and not losing sight of the obligations that the NRS obligates the council to do. Veneta thanked the council for being such a wonderful group to work with and stated that it's been a real pleasure. Veneta went on to ask if there are any items the council members feel can be improved upon as a group. Veneta stated one of things she feels can be improved upon is the bylaws so that they can expand the council to add more members in hopes that maybe in the future there could be more resources to tap into with more council members involved. Veneta stated that she would see everyone at the March meeting. Nathan spoke up and asked if there was an exact date for the March meeting. Veneta stated that she would send it to Nathan shortly. Stephanie Schneider inquired as to the comment about expanding the council and how the process worked. Jeanne Hesterlee asked Nathan if the application for people to fill out had been completed. Jeanne went on to state that an application for people to apply for the council positions is in the works. Nathan stated that the Director's Office often uses a form that he doesn't control to solicit council membership. Nathan went on to state that he thinks it's something the governor's office has available and that he would check into the link to see if it fits what we need. Mary-Ann Brown said she filled one out to be a member of the Nevada State Board of Nursing and that there is a portal and a website and that it is handled through the Governor's office. There was further discussion on how future applicants would be brought into the council.

- Adjournment – Veneta Lepera – Chair

- The meeting was officially adjourned at 3:48 pm.