

Workforce Development Workgroup

Michigan Long-Term Care Supports and Services Commission

**DRAFT AGENDA**

July 23, 2008

9:30 a.m. until 11:30 a.m.

PHI Offices/The Arc Michigan

1325 S. Washington

Lansing, MI 48910

517.372.8310

**Directions:** Get to Lansing and I-496. If coming from the west, take the Pine street exit and stay on the frontage road to S. Washington, turn right. If coming from the east, take the Grand exit [even though Grand Avenue is closed], stay on the frontage to S. Washington, turn left. Just passed the RR tracks, turn left to 1325 S. Washington. **Remember that this section of S. Washington is a speed trap, thanks to the Lansing PD. Do not exceed 27 mph.**

**Conference call in numbers:** Toll: 1-719-234-7853 **passcode** 245156

- 9:30 Welcome, Introductions , and Review of Agenda and May Notes
- A. Thanks to Jules for the May notes
  - B. Note taker for this meeting identified
  - C. July 28<sup>th</sup> full Commission meeting in Grand Rapids, agenda to come
- 9:40 Brief discussion of direct care workforce chapter from the Institute of Medicine report "Retooling for an Aging America: Building the Healthcare Workforce." (Chapter attached.)
- 10:00 Next steps for CNA training and program administration legislation and changes.
- A. Update on supporting organizations
  - B. Charter the work of the supporting stakeholders (handout to follow)
  - C. Discussion of new Medicare and Medicaid Hospice Conditions of Participation

- 10:40 Update from MWA issue committee. Led by Kelley Fulkerson. An initial conference call to be scheduled. Agenda will be shared.
- 10:50 Update and next steps for Data issue Committee. Led by Rosemary Ziemba.
- 11:10 Updates from other issue committees and members.
- 11:25 Next meeting for full Workgroup and issue committees.

Safe Travels

**Items to check out:**

The PDF version of the entire prepublication of the Institute of Medicine report **“Retooling for an Aging America: Building the Health Care Workforce”** is now available for FREE download on the National Academies Press (NAP) website. You can get there through our website at [www.iom.edu/agingamerica](http://www.iom.edu/agingamerica) or at the NAP website at [www.nap.edu](http://www.nap.edu).

**LTCSS Workforce Development Workgroup**  
**July 23, 2008**  
**Minutes**

Introductions, Welcome, Review of Agenda,

Next LTC Commission Meeting July 28, 2008 in Grand Rapids.

Discussion of IOM Report—Retooling for an Aging America: Building the Health Care Workforce

- Full IOM Report issued in May. There is a chapter specifically on the direct-care workforce.
- A lot of the recommendations from the IOM report align with the LTCSSS recommendations and the work on the CNA curriculum here in Michigan. The report provides another body of research and evidence on issues related to the direct-care workforce.
- Kelly of Project Compassion responded that she felt the information in the IOM report is very helpful and will use it to persuade her Board on the importance of expanded training.
- Jean of NW MI Healthcare will be linking the IOM report on their RSAs website.
- Andy was pleased that the IOM report supports the work that is being done in this workgroup in terms of wage/benefits, culture change, and training needs for the direct-care workforce. The chapter and overall report is geared to “geriatrics” although LTC Commission goes beyond just the elderly in recommendations and system’s design. He was also concerned with maintaining the framework of person-centered planning that wasn’t as evident in the document, but the IOM report is an important part of LTC work in Michigan.
- Marci brought up how we talk about a need for increased wages when we talk about expanding training for workers. Hollis said that wages was not an issue that this workgroup organized around yet, but it may be something we may want revisit at a later time as we think about new issue committees and priority work areas for the Workforce Development Workgroup.

Next Steps for CNA Training

- Hollis and Jules are leading this effort.
- Have a good list of supporters. Do not need to go out and find supporters at this time. It is time to shift energy to the drafting the legislative concepts.
- **Reviewed Draft Team Charter.** This Charter lays out the work of the CNA legislation in terms of the charge, its authority, team membership, the roles of team leaders and members, decision making criteria and process.
- Hollis gave an example of how to reach consensus when an action is blocked and the importance of an organizations who is blocking an action to lay out where their issues are with the discussion so as to give others a chance to address those concerns.
- Lauren stressed the importance of using the consensus process, particularly when discussion of funding and cost comes up for the CNA training.
- **Discussion of new Medicare/Medicaid regulations for certified hospice services.** These new regulations provide an opportunity for states to blend their CNA training program for the training program for hospice aides. This provides an opportunity for Michigan to join these two training programs as we move forward with the CNA legislation.
- Jeff said that CMS recognizes the workforce problems in LTC and is an opportunity to blend the training requirements. CMS will provide interpretive guidelines to these final

regulations this Fall and some concerns about the new regulations might be addressed. It doesn't seem like these new interpretative guidelines will provide a stumbling block.

- Jeff would like to share the side-by-side comparison of federal CNA and Hospice Aide requirements that was developed by Lindsey Kaczmarek, a law student working with Allison Hirschel with his Board committee. He has heard from members that expanded training and a registry is a good outcome.
- MAHPC doesn't have a problem signing on as a supporter of the new CNA curriculum as an opportunity to look closer at blending CNA and Hospice Aid training and registry.
- The side-by-side comparison will be reviewed in more detail in afternoon meeting. The document should be used to determine opportunities for enhancement of the current CNA curriculum.
- Lindsey is also looking at how other states have written their CNA state laws and rules, including the cost of enhanced CNA training standards in those steps.
- Jeff announced that there will be a hospice aide conference sponsored by his organization and will focus on the three settings in which hospice care is offered – home, nursing homes, and assisted living. He expects about 100 hospice aides to attend it.
- Marci brought up the need to bring in the Office of LTC Supports and Services into this work as we move forward with the CNA curriculum legislation. Rae Ramsdell is on the CNA curriculum list to participate.

#### MWA Issue Committee Update

- Kelly Fulkerson would like to set up a conference call with committee members on Wednesday August 6, 2008 from 9-11. This conference call will be a discussion with the Michigan Works! Association looking at the task force recommendations related to their work and what the Association and local MWA are doing.

#### Next Meeting Dates

- Full Workforce Development workgroup September 24, 2008 9:30-11:30. Location TBD in Lansing. Conference calling will be available.
- MWA issue committee conference call—August 6<sup>th</sup>, 9 a.m. until 11 a.m.
- CNA training enhancement project, September 24, 2008, 1 p.m. to 3 p.m. Location TBD in Lansing. Conference calling will be available.