

DHS 88 Adult Family Homes - Advisory Committee Meeting

Meeting Minutes

May 24, 2023 at 9:30 AM to 11:30 AM.

1. Welcome and DHS 88 Advisory Committee Check-in

Committee members and DHS staff introduced themselves. Committee member included: Susan Anderson, Michael Pochowski, Holly Pitas, Charlotte Moore, Lisa Davidson. DHS Staff included: Cheryl Bott, Pat Benesh.

2. Department to Receive Comments From Committee Members Regarding the Initial Draft Rule

The Committee reviewed each definition starting at DHS 88.02 (1) through (35) and had comments regarding the following definitions.

- (2) Accessible- remove the words “without physical help.”
- (7) Ambulatory “Group with semi-ambulatory”
- (10) Basement -change to lower level”.
- (15) Client group, dementia – Omit reference to Alzheimer’s disease.
- (18) Dietary supplement – Omit “taken by mouth.”
- (21) Employee - amend the definition to read, “Employee means any person who works for the AFH.”
- (22) Habitable floor – change the word basement to “lower level.”
- (25) Involuntary administration of psychotropic medication – Reference s. 55.14 in the definition.
- (29) Medication administration – clarify the use of the work “direct” in the definition.
- (34) Nursing care – include that this excludes delegated acts as references in Wis. Admin. Code N.6.

Throughout the meeting Committee members asked questions and requested clarification for several provisions in the draft rule. DQA staff explained the reason why certain requirements were included in the draft. The Committee often provided substitute language for consideration by DHS and the substitute language was frequently accepted at the meeting. On other occasions, comments or recommendations made by the Committee were reviewed by DQA staff after the Advisory Committee Meeting. At the beginning of the next meeting, DHS staff would provide draft language for Committee members to consider before moving on to the next section of the draft rule.

3. Scheduling of Additional DHS 88 Advisory Committee Meetings

The next DHS 88 Advisory Committee meeting was scheduled with the Committee for May 31, 2023 at 9:30 AM to 11:30 AM