

## **DHS 88 Adult Family Homes - Advisory Committee Meeting**

### **Meeting Minutes**

**April 12, 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, Mike Soukup, DHS Staff included: Cheryl Bott, Pat Benesh.

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

Starting at DHS 88.33 through DHS 88.35 the Advisory Committee conducted a line-by-line review of the proposed rule.

- General discussion of new assessment requirements. Reviewed and revised language for “face to face” interview prior to admission to “.shall conduct an interview with the person and legal rep, if any... Voiced concerns of availability to do face to face as guardians and legal reps hard to reach at times.
- Review of proposed medication administration and management requirements. Several questions and clarifications provided during the discussion.
- Delegation of specific routes of medications was reviewed as well as unit dose packaging of medications and when it would be required.
- Discussed staffing requirements. Questions were raised regarding the use of technology and what types would be department allow?

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 April 19, 2023 at 9:30 AM to 11:30 AM