

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

### **Meeting Minutes**

**March 29, 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, Henry Anderson, 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 88.18 to DHS 88.26 the Advisory Committee went through the draft rule line by line.

- Discussed revised training requirements and timeframes to obtain. Suggestion to have orientation “within 60 days” versus prior to assumption of duties due to caregiver shortages.
- Department approved training proposed to create a standard in several areas. Committee members expressed concern for cost.
- Discussed exemptions for prior trainings obtained.
- Clarified proposed expectation on “direct supervision” of caregiver until obtained all required training. Modified to “.supervision by qualified staff who is on the premises of the AFH.”
- Suggestion to align training requirements with DMS new CDCP training program.

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 5, 2023 at 9:30 AM to 11:30 AM.