

Meeting minutes: Nursing Home Workforce Standards Board

Date: Feb. 8, 2024

Minutes prepared by: Linnea Becerra

Location: Hybrid – Minnesota Room (Department of Labor and Industry) and Webex

Members present

- Commissioner Nicole Blissenbach
- Chair Jaime Gulley
- Katie Lundmark (remotely)
- Kim Brenne
- Maria King (remotely)
- Michele Fredrickson
- Michelle Armstrong
- Paula Rocheleau (remotely)
- Mary Swanson

Visitors present

- Casey Murphy (remotely)
- Danny Gillis (remotely)
- Judy Bernat (remotely)
- Maisie Blaine (remotely)
- Parichay Rudina (remotely)
- Tom Syverson (remotely)
- Troy Oestreich (remotely)
- Brian Elliott
- Todd Bergstrom

DLI staff members present

- Paul Enger
- Laura Zajac
- Carey Wagner
- Leah Solo
- Linnea Becerra

Agenda items

1. **Call to order** – the meeting was called to order by Jamie Gulley at 11:03 a.m. A roll call was taken. A *quorum was declared*.
2. **Approval of agenda** – a motion to approve the agenda as presented was made by Michelle Armstrong and seconded by Mary Swanson. A roll call vote was taken and the motion passed unanimously.
3. **Approval of drafted meeting minutes** – corrections were made to the previous month's minutes regarding two members' attendance. A motion to approve the corrected minutes as presented was made by Armstrong and seconded by Swanson. A roll call vote was taken and the motion passed unanimously.

4. Board updates

- Executive Director Leah Solo presented about the wage and benefits memo regarding minimum wages, safe and sick time, paid family and medical leave, and retirement. This information was gathered from public and documented sources and was credited in the memo.
- Updates from workgroups:
 - Kim Brenne reported from the Data Workgroup about the wages workbook, as well as the questions the Data Workgroup had prepared for the board. There was discussion surrounding wage increases for all workers when one group sees increases.
 - A motion was made to refer the waivers to the Certification and Training Workgroup by Kim Brenne and seconded by Swanson. A roll call vote was taken and the vote passed unanimously.
 - Executive Director Solo presented from the Public Engagement Workgroup regarding the agendas for the public forums, both in person and virtual. There was discussion surrounding the public asking questions and it was resolved that the public is making comments, not asking the board questions.
 - Executive Director Solo reported representing the Certification and Training Workgroup. She reviewed the plan for documentation and reporting of worker trainings, as well as how nursing homes will submit attestations. Commissioner Nicolce Blissenbach made a motion to approve the draft rules for certification edits and the motion was seconded by Michele Fredrickson. A roll call vote was taken and the motion passed unanimously.
- Discussion was had around the plan for documentation and reporting of worker trainings. A decision was made to hold on approving.

5. **Next meeting** – the next meeting is Thursday, March 14, 2024, at 11 a.m.

Adjournment

A motion was made by Fredrickson to adjourn the meeting at 12:22 p.m. and was seconded by Paula Rocheleau. A roll call vote was taken and the motion passed unanimously.