



## Assisted Living Facility Quality Measures Work Group Meeting Minutes

March 18, 2020

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On March 18, 2020, the Department of Social and Health Services convened the sixteenth meeting of the Assisted Living Facility Quality Measures Work Group. This work group was established in response to [Engrossed House Bill 2750](#), passed during the 2018 legislative session, with authority found in [RCW 18.20.510](#). The meeting was facilitated by DSHS staff, Jessica Salquist. This meeting was offered via webinar only due to the COVID-19 pandemic and directive by the Governor to hold virtual meetings.

**Work Group attendees via webinar:** David Black (King County Behavioral Health Ombuds), G De Castro (Asian Counseling and Referral Service), Ian Davros (consumer representative), George Dicks (Harborview Medical Center), Erica Farrell (Alzheimer’s Association Washington), Brad Forbes (NAMI Washington), Carolyn Ham (Department of Health), Patricia Hunter (LTC Ombuds), Cathy MacCaul (AARP Washington), Sandra Miles (Sea Mar Community Health Centers), Linda Moran (resident representative), Alyssa Odegaard (LeadingAge Washington), and Betty Schwieterman (Developmental Disabilities Ombuds)

**Guest attendees via webinar:** Nick Hart (designated to vote on behalf of the Alzheimer’s Association Washington)

**Department of Social and Health Services staff attendees:** Beverly Court, Trish Harmon, and Cathy McAvoy

**Department of Social and Health Services staff attendees via webinar:** Amy Abbott, Jeanette Childress, Jeff Nelson, Tracey Rollins, and Jessica Salquist (facilitator)

### Logistics and introductions

Jessica Salquist presented the webinar rules and procedures, thanking the group for taking the time during this busy time to attend amid the outbreak of COVID-19. Cathy McAvoy introduced everyone who had logged onto the webinar.

### Review and approval of minutes

The February meeting minutes were reviewed and Patricia Hunter motioned to approve the minutes as amended. Betty Schweiterman seconded the motion. Cathy McAvoy

sent a poll via the webinar to the participants and the minutes were approved by all members who attended the February 13<sup>th</sup> meeting.

### **Summary of Assisted Living Facility Quality Measures Work Group document**

Bev Court referred to the document that had been updated to include the additional votes by members during the February 13<sup>th</sup> meeting, stating that the other columns on the document were not the most current. She will provide Cathy McAvoy with the most current version of the document to route to work group members.

### **Review of outline of the Final Report and revised timeline for completion**

Cathy McAvoy reviewed the revised timeline stating that reviews of the report are being delayed in order to allow the work group to continue developing its recommendations at the April 23<sup>rd</sup> meeting. The draft Final Report was supposed to be reviewed at the April meeting. Cathy McAvoy reviewed the outline of the report and the restrictions on the length. The report has a drop dead date of June 15<sup>th</sup> to go to Bill Moss for review and is limited to 15 pages including the title and table of contents pages. The subgroup will meet to review the first draft via webinar on May 7<sup>th</sup> and the full group will review the draft at the May 20<sup>th</sup> meeting. Members will receive the draft to review in advance of the meeting.

Carolyn Ham questioned if the report should include a disclaimer that the recommendations were drafted before the COVID-19 outbreak. Alyssa Odegaard also made a similar comment in the Question Pane. Betty Schwieterman agreed, adding that she didn't want the pandemic to discount in any way the work that has been done. Carolyn Ham made a motion to add a disclaimer to the report that this work was done prior to the COVID-19 outbreak. Brad Forbes seconded the motion. Cathy McAvoy created a poll for a vote on the motion. Eighty-two percent of those voting agreed with the disclaimer and 17% would want to fine tune it.

Patricia Hunter made a motion to adjourn and move this meeting to a date in April given the challenges with communicating via webinar and demands to respond to the COVID-19 crisis. Ian Davros seconded the motion. Cathy McAvoy created a poll for a vote on the motion and the motion passed.

Bev Court quickly shared the results of the draft of the Process for Monitoring and Tracking Assisted Living Facility Performance document, noting that there were two further questions that needed to be addressed. Cathy McAvoy will send out a second ballot for a vote on the two questions. The work group will receive the results of the vote before the April 23<sup>rd</sup> meeting when it will be discussed.

The meeting adjourned early at 10:15 am.