



## Older Adult Services Advisory Committee

# Workforce and Caregiver Work Group Meeting Minutes

Date: May 11, 2009

Attending: Susan Real (Co-Chair), Darby Anderson, Melanie Chavin, Frank Daigh, Elaine Jurowski, Naoko Muramatsu and Joe Zaroni. **Staff:** Jan Cichowlas, James Miner.

Meeting called to order by Susan Real at 11:00am.

Darby discussed the work plan objectives:

Frank Daigh, Naoko Muramatsu, Melanie Chavin have all agreed to volunteer on the Objective Plan 4 and 6.

### **Objectives 4 and 6:**

A base curriculum for training home care aides was available from the university training grant project.

ACTION STEP: Greg Heck or Kim Cox to contact the training grant project team to acquire the training curriculum. This will move the provider training standards forward.

Darby will get the materials circulated after they have been acquired.

Darby Anderson will talk to Kim Cox (Objectives 1 and 2). Greg Heck (Objectives 3 and 5) will be given assignments to get these objectives going.

The goal is to establish the best and most meaningful areas needed to pursue.

In the past we pursued the community college board.

ACTION STEP: Review the training material as a starting point and discuss what issues result from this review in the next conference call.

ACTION STEP: Melanie Chavin will look at these documents closely and respond. The impact of wage increases on employee retention and turnover rates could also be utilized. Melanie will submit this information when it becomes available.

*(Continued on next page.)*

### **Objectives 3 and 5**

Elaine Jurowski agrees to work on the career lattice objective. The goal is to explore more info on accredited training programs. Accreditation will add a significant piece to the career ladder efforts. Naoko Muramatsu is interested in contributing to the private duty licensure issues. Rance Carpenter is a good resource for this area.

ACTION STEP: Send out timeline and a list of which members are committed to each objective.

ACTION STEP: Frank Daigh will find out what innovations or new approaches are being taken in structured long term care services. He will also look to public health and nursing homes for ideas and information.

UPDATE: Working caregiver workforce conference is scheduled November 17-18 in Springfield Park Plaza.

### **Minutes from April 13, 2009, meeting**

Corrections noted, and minutes approved pending Naoko Muramatsu's approval of her summarized presentation.