#  Consumer Directed Employer Rate Setting Board

**April 22, 2024**

**9:00am – 2:30pm**

## Minutes

ATTENDANCE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Present Today** | **Name** | **Role** | **\*Voting Member** | **^Advisory Member** | **Notes** |
| Yes online | Bledsoe, Ben | Representative | \* |  | CDE Rep.  |
| Yes | Brannan, Pam | DSHS Staff |  |  |  |
| No | Chambers, Kelly |  |  | ^ | House of Representatives (R) |
| No | Cleveland, Annette | Senator |  | ^ | Senate (D) |
| Yes | Declet, Sonya | DSHS Staff |  |  |  |
| Yes online | Dustin, Georgiann |  |  | ^ | State Council on Aging Representative |
| Yes online | Erickson, Eric |  |  | ^ | Licensed Home Care Agency |
| Yes | Glickman, Adam |  | \* |  | Exclusive Bargaining Unit Designee |
| Yes online | Hollimon, Cynthia | Representative | \* |  | Governor’s Office Rep. |
| Y online | Hood Quan, Maralise  | Facilitator |  |  |  |
| No | Open Position |  |  | ^ | People with Disabilities Organization |
| No | Muzzall, Ron | Senator |  | ^ | Senate (R) |
| Yes | Prieto, Nellie |  |  | ^ | Home Care Worker |
| Yes | Rector, Bea | DSHS Staff | \* |  | DSHS Rep.  |
| No | Open Position | Chairperson |  |  |  |
| Yes | Schlesselman, Diana  | DSHS Staff |  |  |  |
| Yes online | Tharinger, Steve | Representative |  | ^ | House of Representatives (D) |
| No | Open Position |  |  | ^ | People with Intellectual or Developmental Disabilities Organization |
| Other Attendees* Online Guests
* In-room guests
* Lisa Peterson, DSHS AAG, presenter, online
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| Meeting Links* Rate Setting Board [Consumer Directed Employer Rate Setting Board | DSHS (wa.gov)](https://www.dshs.wa.gov/altsa/stakeholders/consumer-directed-employer-rate-setting-board)
* Open Public Meetings Act (OPMA)
* [Online Training Steps 2019.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fagportal-s3bucket.s3.amazonaws.com%2Fuploadedfiles%2FHome%2FAbout_the_Office%2FOpen_Government%2FOpen_Government_Training%2FOnline%2520Training%2520Steps%25202019.docx&wdOrigin=BROWSELINK)
* [Open Government Training | Washington State](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.atg.wa.gov%2Fopen-government-training&data=05%7C02%7CCDERateSettingBoard%40dshs.wa.gov%7Cd2c563cc959a41a22ca908dc2ca7bbd9%7C11d0e217264e400a8ba057dcc127d72d%7C0%7C0%7C638434346131213610%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=cJNav8U01WGl7bquKhgEf63H%2BmXM8UU5r7LT0OB3N0w%3D&reserved=0)
 |

AGENDA MINUTES

| **Topic** | **Discussion Highlight** | **Action items/Outcomes** |
| --- | --- | --- |
| Welcome and Introductions  | IntroductionsFacilitatorBoard members in-roomPublic members in-roomPublic members onlineCDE Team  |  |
| Purpose / Overview | Facilitator shared purpose for today’s meeting.  |  |
| Approval of Minutes | N/A for today.  |  |
| Opening Remarks and Old Business | Sharing of how the technology works. Meeting protocols. Ensuring the attendees have access to audio and video if available. Verification that all materials have been made available.  |  |
| **Open Public Meetings Act (OPMA)** |
| Open Public Meetings Act Overview | Lisa Petersen. AAG. Slide presentation on OPMA. RCW 42.30. Open to questions. No Questions.  |  |
| Review of the Training Requirements / Attestation | Presentation from Sonya Declet for the Training certificate information and requirement of training by the board. Open to questions.  |  |
| **Break** |
| **Rate Setting Overview** |
| Rate Setting Board Overview | Presentation from Sonya Declet of what the RSB is and how to prepare for the meetings. Roles and responsibilities. Process for providing information for and from these meetings. General protocols. Contact and online access information.Open to questions.  | Question about the two board positions remain to be filled and are actively being recruited.  |
| Process for Exploration and Deliberation &Collective Bargaining/Rate Setting | Presentation from Maralise Hood Quan. Collaborative processes. Facilitator Role. Board members role. Function of the RSB. Focus on Labor and Administrative rates. Open to questions and comments.  | cderatesettingboard@dshs.wa.gov |
| **Board Chair Review** |
| RSB Chair Candidate Review | Presentation by Facilitator of process.  | Adam Glickman motioned we select Charley Reed. Ben Bledsoe seconded. Discussion check with Cynthia Hollimon.  |
| Overview of Voting Process and Membership | Maralise Hood-Quan reviewed slides on this topic. Board discussion followed. |  |
| Vote of Chair | * Adam Glickman: Yes
* Bea Rector: Yes
* Cynthia Hollimon: Yes
* Ben Bledsoe: Yes
 | Four voting members in favor of selecting Charley Reed as Chairperson. |
| **Board Groundwork** |
| Bylaws Review, Discuss and Update | Presentation by Sonya Declet. Discussion of mission statement. Request for suggested changes. Voting members will review and send any suggestions.  | * Request to include statutory language factors in the mission statement.
* Request to add language about the Board’s ability to make recommendations for the administrative rate for home care agencies.
* Decision: Soya Declet will make changes to the mission statement and will bring back to the board.
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| Vote on Bylaws |  | Will hold voting for changes that will be provided to the Board.  |
| Charter Review, Discuss, and Update | Presentation from Sonya Declet. Background, purpose, and responsibilities of the Board. Request for changes. Discussion on clarification on the July 1 reference. Open to comments. None.  | July 1 reference. * Will need to change recommendation to remove July 1 reference.
* Will change “shall” to “can.”
* Will adjust the tiebreaking vote language.
* Sonya Declet will make changes and send to Board for review.
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| Vote on Charter | N/A | Will hold voting for changes that will be provided to the Board. |
| Policies & Procedures Review, Discuss and Update | Presentation from Sonya Declet on selection of Board Chairperson. Discussion: Board members did not bring two names as we had a viable candidate this year. Does the language need to change. Presentation from Sonya Declet on establishing the rate. Discussion of the data will be provided. Discussion: Language addition for the board to discuss and decide. Reminder of adding definitions to the bylaws. Open to comments. None. | Topic: Board Chairperson. * Will change “will” to “may” in the language for the board chair.
* Include language about using previous Chairs if willing and the Board votes on it.
* Sonya Declet will make changes and send to Board for review.

Topic: Establishing the rate. * Adding change of definitions to match the bylaws.
* Review for language agreement across documents.
* Sonya Declet will make changes and send to Board for review.
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| Vote on P&Ps |  | Will hold voting for changes that will be provided to the Board. |
| Public Comment | Facilitator opened the meeting to public comment. | Two caregivers (in-person) provided personal statements on the need for wages to match inflation. |
| **Adjourn** |
| Adjourn | Facilitator wrapped up the meeting. Open to Board comments. Open to comments.Next meeting is April 24, 2024.  | Ben Bledsoe motioned to adjourn at 11:22am.Adam Glickman seconded. Meeting adjourned at 11:22am.  |