

Minutes

Tuesday, December 5, 2017 at 8:00 am Alaska Pioneer Homes Advisory Board Meeting

Teleconference Call in Conference No: 1-800-315-6338, Access code 54784#, Chairperson (Bob) 1399

Teleconference guidelines: Please mute your phone unless you are speaking. When speaking, state your name first. Soon after the meeting, be ready to receive a copy of the draft minutes to review and provide input within a short period of time. Thanks.

Public Comment: Public comment will be accepted during the first 15 minutes of the meeting. Please state your name and location before commenting. Thank you.

1. Attendance

Att	Type	First	Last	Location/Title	Representing
x	Member	David	Blacketer	Juneau	Alaska Commission on Aging Designee
x	Member	Rosemary	Hagevig	Douglas	Public
x	Member	Gordon	Severson	Anchorage	Public
x	Member	Teri	Holderman	Ketchikan	Public
	Member	Jim	Hastings	Wasilla	Alaska Veterans Advisory Council Designee
x	Member	Jana	Shockman	Anchorage	Public
x	Member	Ronald	Siebels	Anchorage	Public/Restricted/Veterans representative
x	Member, Ch	Bob	Sivertsen	Ketchikan	Public
x	Division	Clinton	Lasley	Adm Ops Mgr	Central Office
x	Division	Emily	Palmer	Soc Svcs Pr Coord	Central Office
x	Division	Amanda	Lofgren	Director	Director's Office

2. Call to Order

- A. Meeting start time: 8:01, called to order by Bob, 4 members present, quorum met (some members will be joining late)

3. Discussion and approval of minutes from previous meeting (Oct. face to face).

- A. Motion to move by Gordon, second by Ron
- B. All in favor, none opposed, minutes approved

4. Declaration and verification of any conflicts of interest.

- A. None by Ron, Gordon, Rosemary, Bob

5. Public Comment: None

6. Facilities Update – Michael Frawley

- A. Amanda introduced Michael Frawley, recognizes that facility review is a large part of the board responsibilities, it makes sense to have Michael also work with the board, he is the expert on the process and the daily working between facilities and pioneer homes.
- B. Michael Frawley has been with the dept. for 18 years in HSS in facility and grants and procurements. Has been overseeing pioneer homes since it was taken from Administration
- C. Deferred maintenance

- i. Programmatic changes or upgrades
 - ii. Deferred maintenance is things like new carpet, roof, boiler that wears out, etc.
- D. Major renovations are capital projects- separate department request for the legislature. Facility staff meet with all facilities every year, physically at facilities every other year. Go over past projects and any new projects or needs. These projects go into the VFA system database that prioritizes based on need. Based on funds spent, age, 24 hour facility, life and safety code upgrades, are criteria to set priority areas. Needed a defensible method with the legislature, we are in the lead for how we prioritize these projects.
- i. Currently there are 92 projects in the 5 year outlook just for pioneer homes. This has a cost of 23 million.
 - ii. We usually get some money and are able to use these equitably among the department
- E. Bob – How did it work when it was under the department of administration?
- i. Michael- can't remember how it was done then, but now each home has its own maintenance staff. Shared services may be looking at taking over all maintenance staff. Shared services would not take over capital projects at this time. The idea is to have maintenance dispatched from a central location. Michael recommended against this for DJJ and Pioneer Homes due to the 24 hour needs of the facility. So far, these two have been deferred until further notice. Seems the best way to go for now.
 - ii. Bob- advisory board needs to support this decision, it is vital to have maintenance people on staff who can respond to needs immediately.
 - iii. Michael- also importance to recognize how the maintenance staff interact with the residents and get to know them. Would be very disruptive to have different people showing up at these homes
 - iv. Gordon- I agree with this, not appropriate to have unknown people coming into the homes
 - v. Rosemary- where is the political agenda coming from? This has happened many times throughout the state.
 - vi. Michael- yes, you are right. I am all for efficiencies, I spend money as if it's my own. I am very conservative, but I also recognize that in these instances there is no efficiencies to be found. The current maintenance staff at the homes are understaffed working on a very small budget. We currently have a good relationship with OMB, they feel we are doing a good job and are looking at implementing our program statewide.
 - vii. Gordon- where the Pioneer Homes stand on the project list in comparison with other DHSS facilities.
 - viii. Michael – because the homes are 24/7 operations, they get added bonus on facilities that are not 24 hours facilities.
 - ix. Amanda- we try really hard to not ask for things that are not really a priority. We don't ask for things that are nice to have, but things that are needed for safety.
 - x. Michael- has a great working relationship with all of the home administrators and maintenance staff.

- xi. Michael- We recieved 700K for FY18 repairs. We have to remember that we are a small fish, the university has over 300 million in deferred maintenance. Other departments also have a very large backlog of deferred maintenance needs.
- xii. Michael- Top 2 priorities are KPH seismic upgrade, AVPH roof replacement next year's request. Sewer lines need replaced at AVPH, flooring replacement in laundry. I can send the list but please do not try to manipulate the list which would ruin all of the work we have put into place so far. The AVPH roof project would be a complete roof, there may be a federal match program to cover some of the costs. Only other option would be to rebuild the facility, which will not happen.
- xiii. Bob- Thank you Michael for the great report, it was very helpful.
- xiv. Michael – please feel free to send an email through Amanda at any time. I am available to help answer questions.
- xv. Bob questions about KPH window project?
- xvi. Michael - was able to get another 450K to finish up the project, can use a new procurement method for best value. Should be able to complete the project and maybe get a little more done. Should be finished up this spring.
- xvii. Bob- thanks for your time, I feel like pioneer homes are in good hands

7. Unfinished/Old Business

A. Annual Advisory Board Report. (Bob and Jana)

- i. Amanda- annual advisory board is at the Public Information Office for a technical review as well as layout edits. Should be completed by the end of the week.
- ii. Jana- just wanted to let you know I am here.
- iii. Bob- we will be looking forward to getting a copy. I will ask everyone to take a look at it. What is timeline to get it printed and have it available
- iv. Amanda- will confirm timeline, but should be able to do this in a week.
- v. Bob- how many in the first publication?
- vi. Amanda – Do you know how many you have historically done?
- vii. Bob- I do not know and I don't know how many prints were done
- viii. Amanda- I will ask publications about it.

B. Recap of last month's Face to Face meetings and site inspections/visits.

- i. Amanda- appreciated opportunity to meet and have really great dialog and discussion. Appreciated desire on both side to work together to accomplish common goals. Division has identified 6 priority areas, which is helping keep everyone on track. Priorities are high quality standards of resident care and continuous quality improvement, financial sustainability, pharmacy and medication management, staff training and development, community outreach and engagement, and facility maintenance, renewal and maximization. Our waitlist is primarily looking for L2 and L3 services. Was helpful to walk through the annual report. Was really successful and helpful from my prospective.
- ii. Bob- should work on some brief talking points that we can share with the legislature. We want to be promoting the same thing.
- iii. Rosemary- I agree, should be no more than one page (one side) so that it does not get lost
- iv. Jana- was going to suggest the same thing

- v. Rosemary- this is the time of year to have these prepared as legislature is picking up
- vi. Bob- will work with Amanda on how she wants to proceed, will try to get something out before the first of the year
- vii. Rosemary- has been to two events already
- viii. Bob- member comments
 - a. Rosemary- Face to face was very beneficial, well planned and executed. Appreciated feedback from Amanda on their plan to manage the homes and her creative solutions.
 - b. Bob- Amanda please don't hesitate to ask for our help! Having the ACoA on board has been helpful, we are now advocating for each other! We need to keep these up to help benefit us all.
 - c. David -The ACoA board meeting is Feb 5-9th, will be the face to face meeting. We try to meet around this time too, which takes a lot of coordination.
 - d. Rosemary- has there been a priority list, can we get a copy
 - e. Amanda- I will contact Denise and see what I can get from them.
 - f. David- December meeting is Dec 12 as a video conference. Probably doing the priorities at this meeting. Amanda will be a part of this meeting.

C. Staff and staff ratio study research status.

- i. Amanda – working on draft for scope of work to send to the trust to put out a request for information to see if there are contractors that are interested and what the cost would be. Will try to get something to the trust this week. Will keep the board updated.

D. Grant Funding source research status.

- i. Amanda- Are there grants available to collaborate similar with the RFI. Also possible partnerships with the federal govt. for maintenance needs
- ii. Amanda -Working with VA to increase the amount of reimbursement for level 3 veteran residents. Josh is in WA this week to meet with other VA homes to see how they are doing this. We should be able to meet the requirements with the exception of a medical director and trying to figure out how we can do this. We are trying to get recognition for 14 beds to be designated as skilled nursing beds. Have a meeting next week with the VA. This would increase our reimbursement by almost 3 times.
- iii. Jana- if these do become skilled nursing, will you need more licensing requirements
- iv. Amanda- no because this would be strictly under the VA and we are already meeting most of these requirements. The VA does the surveys, not CMS.
- v. Bob- how many residents would fall under this change?
- vi. Amanda- right now we would convert a neighborhood with 14 beds, there are currently 8 veterans in those beds and the others would be covered under Medicaid.

8. New Business

A. Agenda requests for next meeting?

- i. Bob- potential of meeting in Feb. with ACoA and AGENET. They put a great team together to advocate.
- ii. Bob do the veterans have anything planned

- a. Ron- I don't think so
- iii. Bob – asks Amanda and Clint to look at budget to see if there is a way to get some people to Juneau in Feb
- iv. Next meeting in January to prep for legislature
- v. Amanda purposes Jan. 9th – Bob thinks this will work
 - a. Jana- Tuesdays are the worst days for me
 - b. Next meeting Jan 12th at 8am**
- vi. Rosemary asks for budget report from governor's budget on agenda
- vii. Bob- discuss annual report, should be back from printers. Do we want this sooner? More effective to get it out before session.
- viii. Rosemary- sometimes more effective to get into hands of staffers.
- ix. Amanda- Can we do an email exchange to discuss distribution
- x. Rosemary- will this replace annual letter?
- xi. Bob- would probably send a letter to introduce the report and send report as well.
- xii. Rosemary -Updates from AGENET and ACoA

9. Reports

A. Division Director's Report – Amanda

- i. Only other thing to add is that the pharmacy has been working hard to identify efficiency and improve communication. Working on receiving electronic orders from providers, working with IT to get this approved. Also working on moving to a 28 day cycle fill which will eliminate double copy for elders

B. Administrative Operation Manager's Budget Report, Budget updates – Clinton

- i. Homes continue to do a good job of filling beds and transitioning people to Medicaid waiver. Should see increase 380k receipts and 180k in veteran's receipts. Seeing a downturn in pharmacy revenues, trying to figure out why, partially due to VA meds. Will lose 25k a month compared to last year. Just now starting to look at this more
- ii. Working on FY19 budget and were trying to change fund sources due to some empty authority that we haven't been able to earn, this year will be 5 million that we can't spend because we aren't earning it. We will not be able to make any changes this year. Will also lose some revenue with switch to 28 day cycle fill. Pharmacy costs are also decreasing, so we will continue to look for efficiencies.
- iii. Amanda and I are looking at telling our story and telling the needs of the homes. We are now seeing lots of equipment's upgrades and maintenance due to decreased funds and increasing needs of our elders.
- iv. Rosemary- Are we continuing to fill beds?
- v. Clint- Our goal is a 93% occupied rate, we have had challenges, but we are seeing an increase
- vi. Amanda- one of the challenges is lots of level 1 beds that if converted to level 2/3 would need bathroom upgrades and lift upgrades. Will likely never be 100% occupied due to building layout and staffing needs. Clint has put together budget tools which has made it easier for the homes, also look at elders pay levels and where they are in the waiver process.
- vii. Connection to SB74 requires individuals to submit proof of applying for Medicaid waiver before applying for payment assistance. Would need this in writing. We work with community care coordinators

C. Alaska Veterans Advisory Council Report- Jim

- i. Jim not here

- ii. Ron- now a representative in the Palmer home, great comments so far! People do not have to be a resident to see him. His role is to help with paperwork.

D. Alaska Commission on Aging (ACoA) Report – David

- i. Getting ready for Dec. 12 meeting. Will be setting priorities. Denise and Leslie are very short staffed. Have been working with Congressmen Young, Senator Murkowski, and Senator Sullivan and advocating for AK seniors

E. Board Chairman's Report – Bob

- i. Nothing more to report, KPH very busy with the holiday season. Would like to develop foundation boards in all of the homes to help promote the homes and support the residents and staff. Updating bylaws and then will send out for others to use if they choose. Seniors are anxious about the budget for this next year, will continue to monitor this

10. Chair's request for comments:

- i. Dave: none
- ii. Rosemary: none, merry Christmas
- iii. Gordon: appreciated Michael Frawley on today, APH newsletter had a lot of admissions this month which is great to see, merry Christmas and happy new year
- iv. Teri: appreciated hearing from Mr. Frawley, was really helpful
- v. Jim:
- vi. Jana: none
- vii. Ron: none, merry Christmas
- viii. Amanda: the holidays at the home are incredible. Sent letter to residents to thank them for sharing their lives with us. Shared story about daughter loving the homes.
- ix. Clint: none, appreciate the work of the board and we are in a good place as we prepare for legislation.
- x. Emily: none, Merry Christmas and Happy New Years to everyone.

11. Chair's Closing statement – Bob

- A. Please ensure board members are on newsletter distribution list. Merry Christmas and happy holidays, great to see the homes decorated and all of the smiles. It is really rewarding. Thanks to all the staff who really put effort into the holidays and care for the staff.

12. Adjourn

- A. Motion to adjourn, moved by Rosemary, all in favor
- B. Meeting adjourned at 9:23am

Distribution via email:

Division:

Amanda Lofgren, Director (amanda.lofgren@alaska.gov)

Clinton Lasley, Administrative Operations Manager II (clinton.lasley@alaska.gov)

Emily Palmer, Social Service Program Coordinator (emily.palmer@alaska.gov)

Pioneer Homes Advisory Board Members:

David Blacketer (david.a.blacketer@gmail.com)

Rosemary Hagevig (rosemaryhagevig@gmail.com)

Gordon Severson (gordon@ptialaska.net)

Teri Holderman (terimo5@yahoo.com)

James C Hastings (ahh-james@outlook.com)

Jana Shockman (Janetta.Shockman@Providence.org)

Ron Siebels (ronakph@gmail.com)

Bob Sivertsen (rwsivertsen@gmail.com)