

**IDAHO BOARD OF HEALTH AND WELFARE
MINUTES
November 21, 2013**

The Board of Health and Welfare convened at:
Pete T. Cenarrusa Building
450 W. State Street
Boise, Idaho 83720

BOARD MEMBERS PRESENT

Richard Roberge, Chairman
Richard Armstrong, Secretary
James Giufffré
Senator Lee Heider
Wendy Jaquet
Darrell Kerby
Janet Penfold
Commissioner Tom Stroschein
Stephen Weeg
Tammy Perkins, Office of the Governor

STAFF PRESENT

Denise Chuckovich, Deputy Director, Behavioral Health, Medicaid, and Managed Care Services
Drew Hall, Deputy Director, Public Health, Welfare, and Family and Community Services
David N. Taylor, Deputy Director, Support Services
Tamara Prisock, Division Administrator, Licensing and Certification
Ross Edmunds, Division Administrator, Behavioral Health
Rob Luce, Division Administrator, Family and Community Services
Elke Shaw-Tulloch, Division Administrator, Public Health
Wayne Denny, Bureau Chief, Emergency Medical Services
Christopher Stoker, Program Manager, Emergency Medical Services
Heidi Graham, Civil Right Manager, Human Resources
Rosie Andueza, Program Manager, Behavioral Health
Tom Shanahan, Public Information Manager
Niki Forbing-Orr, Public Information Officer
Fernando Castro, Program Supervisor, Audits and Investigations
Steve Millward, Manager Assistant, Licensing and Certification
Kim Thurston, Administrative Assistant to the Board

OTHERS PRESENT

Peg Dougherty, Lead Deputy Attorney General
Sara Stover, Division of Financial Management
Mary Bertelsen, DataBack

CALL TO ORDER

Following proper notice in accordance with Idaho Code, Section 67-2343, and pursuant to call by the Chairman, the meeting of the Idaho Board of Health and Welfare was called to order by Richard Roberge, Chairman of the Board, at 8:09 a.m. Thursday, November 21, 2013, at the Pete T. Cenarrusa Bldg., 450 W. State Street, Boise, Idaho.

ROLL CALL

Director Armstrong, Secretary, called the roll. Roll call showed **eight (8)** members present. With **six (6)** voting members present, Chairman Roberge declared a quorum. Senator Heider and Stephen Weeg arrived shortly after roll call was complete, changing number of Board members present to **ten (10)**. Absent and excused was Representative Fred Wood.

AGENDA AMENDMENTS

Chairman Roberge opened the floor for any amendments pertaining to the agenda. There being none, the Board advanced to the next order of business.

WORK SESSION

Work session included discussions with Christopher Stoker, Emergency Medical Services Program Manager, and Fernando Castro, Audits and Investigations Program Supervisor, regarding changes to respective rules. Questions regarding these changes were discussed and answered.

PUBLIC COMMENT PERIOD

Chairman Roberge opened the floor for public comment. There being none, the Board advanced to the next order of business.

ADOPTION OF MINUTES FROM BOARD MEETING ON AUGUST 15, 2013

Motion: Stephen Weeg moved that the minutes of the August 15, 2013, Board meeting be adopted as prepared.

Second: Janet Penfold

Roll Call Vote:

Ayes: **Guiffre, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**

Nays: None

Motion Carried

ELECTION OF CHAIR AND VICE-CHAIR

Idaho Code requires the annual election of a Board chair and vice-chair. The Nomination Committee nominated Dr. Roberge and Darrell Kerby to be considered for chair and Darrell Kerby, Janet Penfold, and Stephen Weeg for vice-chair. Dr. Roberge was elected Board chair and Darrell Kerby was elected vice-chair both were by determined by open ballot.

SUMMARY OF RULES

Division Administrator Tamara Prisock distributed handouts that contained a list of rules that the Department will be presenting to the 2014 Idaho Legislature. This list contains rules that do and do not fall under the jurisdiction of the Board of Health and Welfare.

SUMMARY OF LEGISLATIVE PROPOSALS

Division Administrator Tamara Prisock also discussed and distributed handouts that contained a summary of legislative proposals that the Department will be presenting to the 2014 Idaho Legislature.

APPROVAL OF RULES

Emergency Medical Services (EMS) - Advisory Committee (EMSAC)

Docket No. 16-0101-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Advisory Committee rule docket for the Board's approval.

This rule removed the definitions from this chapter and updated the EMS Bureau's name.

Motion: Wendy Jaquet moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services (EMS) - Advisory Committee (EMSAC)," presented under Docket No. 16-0101-1301, effective July 1, 2014.

Second: James Giuffré

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Emergency Medical Services (EMS) - Rule Definitions

Docket No. 16-0102-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Rule Definitions rule docket for the Board's approval.

This new chapter contains the required sections and all the EMS definitions for all the EMS chapters. Having the definitions for all EMS chapters together in one chapter will ensure that the terminology is consistent throughout the EMS rules.

Motion: Wendy Jaquet moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services (EMS) - Rule Definitions," new chapter presented under Docket No. 16-0102-1301, effective July 1, 2014.

Second: Darrell Kerby

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Emergency Medical Services (EMS) - Agency Licensing Requirements
Docket No. 16-0103-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Agency Licensing Requirements rule docket for the Board's approval.

This new chapter contains the required sections and agency licensure requirements that include: agency licensing models, application process, licensing requirements, air medical utilization requirements, equipment, personnel, records retention, management system requirements, and references to other EMS chapters for personnel, investigations, and disciplinary actions.

Motion: Wendy Jaquet moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services (EMS) - Agency Licensing Requirements," new chapter presented under Docket No. 16-0103-1301, effective July 1, 2014.

Second: Stephen Weeg

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Minimum Equipment Standards for Licensed EMS Services
Edition 2014, V 1.0:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Minimum Equipment Standards for Licensed EMS Services, edition 2014, Version 1.0 for the Board's approval that is incorporated by reference under Docket No. 16-0103-1301.

This updated the EMS Minimum Equipment Standards for Licensed EMS Services manual edition 2014, Version 1.0 that is incorporated by reference.

Motion: Janet Penfold moved that the Idaho Board of Health and Welfare adopt the "Minimum Equipment Standards for Licensed EMS Services, edition 2014, Version 1.0," as it standards for licensed EMS Agencies and incorporated by reference, under Docket No. 16-0103-1301, effective July 1, 2014.

Second: Stephen Weeg

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Emergency Medical Services (EMS) - Personnel Licensing Requirements
Docket No. 16-0107-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Personnel Licensing Requirements rule docket for the Board's approval.

This rule removed the definitions from this chapter and updated the EMS Bureau's name.

Motion: James Giuffré moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services (EMS) - Personnel Licensing Requirements," presented under Docket No. 16-0107-1301, effective July 1, 2014.

Second: Stephen Weeg

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Emergency Medical Services (EMS) - Complaints, Investigations, and Disciplinary Actions
Docket No. 16-0112-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the EMS Complaints, Investigations, and Disciplinary Actions rule docket for the Board's approval.

This rule removed the definitions from this chapter and updated the EMS Bureau's name, updated references to new chapters, and added agency licensure rules for investigations as well as for administrative and disciplinary actions.

Motion: Stephen Weeg moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services (EMS) - Complaints, Investigations, and Disciplinary Actions," presented under Docket No. 16-0112-1301, effective July 1, 2014.

Second: Janet Penfold

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Emergency Medical Services
Docket No. 16-0203-1301:

Presenter: Christopher Stoker, EMS Program Manager, Division of Public Health

Christopher Stoker, EMS Program Manager, presented the Emergency Medical Services rule docket for the Board's approval.

This rule removed sections from this chapter that were placed in the two new EMS chapters. These include: definitions, agency licensure, and air medical utilization. This also updated the EMS Bureau's name, added references to new chapters, amended records retention policy, education and training, and EMS system data requirements.

Motion: Janet Penfold moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Emergency Medical Services" presented under Docket No. 16-0203-1301, effective July 1, 2014.

Second: Stephen Weeg

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Rules and Minimum Standards for Semi-Independent Group Residential Facilities for the Developmentally Disabled or Mentally Ill
Docket No. 16-0315-1301:

Presenter: Tamara Prisock, Licensing and Certification Division Administrator

Tamara Prisock, Licensing and Certification Division Administrator, presented the Rules and Minimum Standards for Semi-Independent Group Residential Facilities for the Developmentally Disabled or Mentally Ill rule docket for the Board's approval.

This rule is a repeal of a chapter that is no longer needed as these private facilities have not been surveyed or certified for several years.

Motion: Stephen Weeg moved that the Idaho Board of Health and Welfare adopt the "Pending" rule to repeal the "Rules and Minimum Standards for Semi-Independent Group Residential Facilities for the Developmentally Disabled or Mentally Ill," chapter presented under Docket No. 16-0315-1301, effective Sine Die 2014.

Second: Janet Penfold

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Use and Disclosure of Department Records
Docket No. 16-0501-1301:

Presenter: Heidi Graham, Civil Right Manager, Human Resources

Heidi Graham, Civil Right Manager, presented the Use and Disclosure of Department Records rule docket for the Board's approval.

This rule aligned rules with recent changes to HIPAA regarding the release of decedent health information to family members and others.

Motion: James Giuffré moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Use and Disclosure of Department Records," presented under Docket No. 16-0501-1301, effective July 1, 2014.

Second: Commissioner Stroschein

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Criminal History and Background Checks
Docket No. 16-0506-1302:

Presenter: Fernando Castro, Program Supervisor, Audits and Investigations

Fernando Castro, Program Supervisor, presented the Criminal History and Background Checks rule docket for the Board's approval.

This rule made changes to clarify criminal history background check application, fingerprint, and submission process.

Motion: Commissioner Stroschein moved that the Idaho Board of Health and Welfare adopt the "Pending" rule for the "Criminal History and Background Checks," presented under Docket No. 16-0506-1302, effective July 1, 2014.

Second: Darrell Kerby

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Criminal History and Background Checks

Docket No. 16-0506-1303:

Presenter: Fernando Castro, Program Supervisor, Audits and Investigations

Fernando Castro, Program Supervisor, presented the Criminal History and Background Checks Pending Fee rule docket for the Board's approval.

This rule adds a no-show fee to help alleviate the number of appointments being missed and to increase availability of appointments. It also adds language to provide for a waiver of the fee for financial hardship or for good cause.

Methodology was questioned by Board members.

Wendy Jaquet moved to lay the rule on the table; then withdrew her motion.

Motion: Stephen Weeg moved that the Idaho Board of Health and Welfare reject the "Pending Fee" rule for the "Criminal History and Background Checks," presented under Docket No. 16-0506-1303, effective July 1, 2014.

Second: Wendy Jaquet

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Child and Family Services

Docket No. 16-0601-1302:

Presenter: Rob Luce, Family and Community Services Division Administrator

Rob Luce, Family and Community Services Division Administrator, presented the Child and Family Services Pending Fee rule docket for the Board's approval.

This fee rule established a process for individuals to obtain confidential information from the child protection central registry. Information will only be released with an individual's written consent to obtain the information. It also updated the requirements for mailing notifications to meet federal requirements for ICWA Designated Agent for a child's tribe.

Motion: Darrell Kerby moved that the Idaho Board of Health and Welfare adopt the "Pending Fee" rule for the "Child and Family Services," presented under Docket No. 16-0601-1302, effective Sine Die 2014.

Second: Commissioner Stroschein

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Alcohol and Substance Use Disorder Services

Docket No. 16-0717-1301:

Presenter: Rosie Andueza, Program Manager, Behavioral Health

Rosie Andueza, Program Manager, presented the Alcohol and Substance Use Disorder Services rule docket for the Board's approval.

This rule amended criminal history check requirements to allow for waiver of a denial to an individual to provide peer services on a case-by-case basis.

Motion: James Giuffré moved that that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Alcohol and Substance Use Disorder Services," presented under Docket No. 16-0717-1301, effective July 1, 2014.

Second: Stephen Weeg

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

Alcohol and Substance Use Disorders Treatment and Recovery Support Services Facilities and Programs

Docket No. 16-0720-1301:

Presenter: Rosie Andueza, Program Manager, Behavioral Health

Rosie Andueza, Program Manager, presented the Alcohol and Substance Use Disorders Treatment and Recovery Support Services Facilities and Programs rule docket for the Board's approval.

This rule amended criminal history check requirements to allow for waiver of a denial to an individual to provide peer services on a case-by-case basis.

Motion: James Giuffré moved that the Idaho Board of Health and Welfare adopt the "Pending" rules for the "Alcohol and Substance Use Disorders Treatment and Recovery Support Services Facilities and Programs," presented under Docket No. 16-0720-1301, effective July 1, 2014.

Second: Commissioner Stroschein

Vote: Ayes: **Giuffré, Jaquet, Kerby, Penfold, Roberge, Stroschein, Weeg**
Nays: None

Motion Carried.

COMMENTS FROM BOARD MEMBERS

Commissioner Stroschein reported on his trip to Hartford, Connecticut, where he toured Connecticut Community for Addiction Recovery (CCAR) recovery homes. CCAR provides recovery support services for alcohol and drug addictions by promoting recovery through advocacy, education, and service.

STATE HEALTH INNOVATION PLAN

Deputy Director Denise Chuckovich started her update by showing a presentation of the State Health Innovation Plan (SHIP). Ms. Chuckovich also distributed handouts and described SHIP as a statewide plan to redesign our healthcare delivery system. This healthcare delivery system will evolve from a volume-driven, fee-for-service system to an outcome-based system that achieves the triple aim of improved health, improved healthcare, and lower costs for all Idahoans. There are four areas of redesign: state and regional support for developing patient centered medical home model (PCMH) and facilitating PCMH integration with 'medical neighborhoods'; quality improvement; data sharing, interconnectivity, analytics and reporting; and multi-payer payment model for primary care.

The next steps in this process are as listed:

- SHIP Steering Committee continues to meet to address creating Healthcare Quality Alliance.
- State submits SHIP December 30, 2013;
- Anticipated release of Center for Medicare and Medicaid Innovation (CMMI) application for Model Testing Proposal (MTP) in January 2014. Idaho will apply; and
- State and SHIP stakeholders committed to continuing healthcare system transformation regardless of receipt of further CMMI funding.

DIVISION OF SUPPORT SERVICES REPORT

Deputy Director David Taylor discussed the partial government shutdown and how it affected the Department. Future concerns were also discussed.

Mr. Taylor distributed budget submission handouts. Changes since last August 15, 2013, Board meeting were discussed.

Next item discussed by Mr. Taylor was the first quarter review. Handouts were also distributed.

The last item Mr. Taylor reported on was the State of Idaho Legislative Services Office Management Report for FY 2011 and 2012. Mr. Taylor discussed the audit results and recommendations from the report. Copies of the report were distributed to the Board members.

DIRECTOR'S REPORT

Director Armstrong started his report by describing the Behavioral Health System of Care Redesign. Handouts were given to Board members and discussed.

Director Armstrong continued his report by discussing the results of the Department of Health and Welfare Employee Survey that Department employees completed September 2013. The Department employee survey results were distributed to the Board members and strengths and opportunities were discussed.

- Employee survey's overall response to survey questions:
 1. Eighty-two percent of employees participated in survey; and
 2. Overall, the 2,300 employees who took the survey responded favorably on sixty-seven percent of all questions.
- Four (4) main areas surveyed:
 1. My job;
 2. My workgroup;
 3. My supervisor; and
 4. My organization.
- High scoring responses:
 1. I enjoy working with people in my workgroup – eighty-six percent;
 2. People in my workgroup care about me as a person – eighty-eight percent; and
 3. My work is important to me personally – eighty-nine percent.
- Areas identified for improvement:
 1. We have the right number of people to get the job done – forty-five percent;
 2. There are opportunities for advancement – thirty-nine percent;
 3. The Department of Health and Welfare provides attractive opportunities for professional development – forty-two percent; and
 4. The Department of Health and Welfare communicates well with all employees – forty-three percent.

The Department is moving quickly to identify and implement improvements.

Director Armstrong reported on the developments and challenges of Medicaid Readiness. Determining Medicaid eligibility with the upcoming changes in Modified Adjusted Gross Income (MAGI) rules was also discussed.

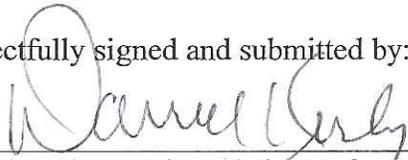
BOARD MEETING DATES FOR YEAR 2014

February 20, 2014
May 15, 2014
August 21, 2014
November 20, 2014

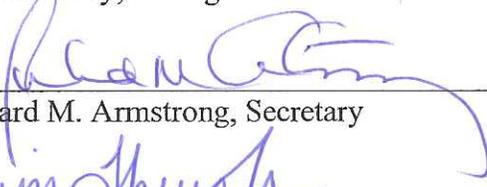
ADJOURNMENT

The next meeting of the Idaho Board of Health and Welfare is scheduled to be held February 20, 2014. There being no further business to come before the Board, Chairman Roberge adjourned the meeting at 4:10 p.m.

Respectfully signed and submitted by:



Darrell Kerby, Acting Chairman for Richard Roberge, Chairman



Richard M. Armstrong, Secretary



Kim Thurston, Administrative Assistant