

State Expert Panel on Long-Term Care Facilities

Tuesday, March 10, 2009

Wintergreen Resort and Conference Center

Wisconsin Dells, Wisconsin

9:00 AM – 3:00 PM

Agenda

I. Review of Minutes of November 11, 2008 (attachment)¹

II. Priority #1: Basic Education on Emergency Preparedness

The members will discuss the initial results of marketing the Level I program as developed by Lakeshore Technical College regarding emergency preparedness education for staff in nursing homes, assisted living facilities and other such facilities along with reviewing the “Subscription Application”.

III. Priority #1: Courses for Level II and III (handout)

The members will discuss and make suggestions regarding the proposed courses, including determining the options available for completing the course objectives.

IV. Priority #2: Networking Meetings

The members will discuss the status of this project.

V. DQA Web Site (handout)

The members will review the format for the DQA web site.

VI. Priority #3: Template Plans

The members will receive copies of the template plans as they are produced.

VII. Priority #4: Special Resources for Small Group Homes

The members will be up-dated on the Guidelines for Small Group Homes. There will be two documents: one with and one without appendices.

VIII. Priority #5: Table-Top Exercise (Pandemic Scenario) and HSEEP

¹ “Attachments” refer to documents that are sent to the members prior to the meeting. These documents should be printed, reviewed and then brought to the meeting. Copies of attachments are not made available at the meeting. “Handouts” are distributed at the meeting.

The members will discuss the status of this project. The group will learn about HSEEP and discuss its relevance to nursing homes and other residential facilities. The members will help to identify the scenarios for the table-top exercise.

IX. Cots for Nursing Homes

The group will discuss various aspects of this project:

- *Cache sites at designated warehouses or trailers at strategic prison sites*
- *Surge Linens MOU*
- *Memorandum of Understanding for sites with cots and cot users*
- *Costs*

Item	Cost	Number	Total Cost
Cots	\$61.75	2600	\$160,550
Back Rests	\$21.50	2600	\$55,900
Mattresses	\$26.75	2600	\$139,100
Urinals	\$0.40	1300	\$520
Bed Pans	\$0.80	1300	\$1,040
Total			\$357,110

X. Water Emergencies

The members will be updated on a project to provide guidance to healthcare facilities for water emergencies 1) low water pressure 2) loss of water 3) contamination of water.

XI. Ethics (handouts)

The members will discuss the ethics brochures that were distributed and will discuss opportunities to involve residential facilities in these discussions.

XII. State-Wide MOU

The members will hear an up-date on the status of the state-wide Memorandum of Understanding for healthcare facilities.

XIII. Funding for FY 2009

The group will discuss funding for FY 2009, which is anticipated to be at \$200,000.

XIV. Next Steps

The members will identify the next steps for this Panel. The next scheduled meetings for the Panel are

- *Tuesday, July 14, 2009*
- *Tuesday, November 10, 2009*