

MEETING MINUTES

Nebraska Palliative Care and Quality of Life Advisory Council

February 3, 2020

1:00 p.m. to 3:00 p.m.

Lincoln, NE

Members in Attendance:

Holly Adams
 Marcia Cederdahl
 Andrew Macfadyen
 Linda Rock (via Zoom)
 Stacie Sinclair
 Sabrina Schalley
 Denise Woolman

Staff:

Andrea Wenke
 Teresa Hampton (via Zoom)
 Christine Esch (via Zoom)

Guests:

N/A

In accordance with Section 84-1411 of the [Open Meetings Act](#), advanced publicized notice of the time and place of this meeting was posted on the [Nebraska Public Meeting Calendar](#).

Agenda Topic	Key Points	Action Items (if any)
<p>Call to Order, Open Meeting Act: Attorney Teresa Hampton, Meeting Minutes</p>	<ul style="list-style-type: none"> • Stacie Sinclair called the Nebraska (NE) Palliative Care and Quality of Life Advisory Council (“Council”) meeting to order at 1:05 p.m. She referenced the NE Open Meetings Act, which was posted where everyone could read: <ul style="list-style-type: none"> ○ <i>Open Meeting Act Location Announcement: In accordance with Section 84-1412 of the Nebraska Revised Statutes, a copy of the Nebraska Open Meetings Act is located on the counter near the door.</i> • Teresa Hampton, DHHS Attorney, presented on the NE Open Meetings Act. She will make the presentation available to Council members. Key follow-up discussions: <ul style="list-style-type: none"> ○ <i>Posting remote participation information for members of the public.</i> The Act does not specifically reference the use of Zoom or similar strategies for remote participation by the public. Given that sharing remote participation information is intended to increase transparency, it is likely allowable, although there is some risk absent an official determination from the Attorney General. Council members participating remotely must disclose their locations. <ul style="list-style-type: none"> ▪ Andrew Macfadyen made a motion to add Zoom link/call-in number to the agenda for all subsequent Council meetings to maximize participation; Marcia Cederdahl seconded. Roll call vote: Holly Adams (aye), Marcia Cederdahl (aye), Andrew Macfadyen (aye), Linda Rock 	<ul style="list-style-type: none"> • Teresa Hampton to provide a copy of the Open Meetings Act power point presentation to Council members • Christine Esch to begin including Zoom link and call-in information on Council meeting agenda • Andrea Wenke to provide a list of promotion opportunities • Andrea Wenke to post the following on the website: <ul style="list-style-type: none"> ○ Minutes: August 2019, November 2019

Agenda Topic	Key Points	Action Items (if any)
	<p>(aye), Stacie Sinclair (aye), Sabrina Schalley (aye), Denise Woolman (aye). The motion passed.</p> <ul style="list-style-type: none"> ○ <i>Advanced publicized notice.</i> The Council has complied with providing advanced publicized notice of the meeting time and location by publishing on the Nebraska Public Meeting Calendar. However, all acknowledged that there was an opportunity to be more proactive about notifying the public; e.g., posting the agenda on the Council website, community calendars, Lincoln public TV, KLIN, etc. Andrea Wenke clarified that any publicity beyond the DHHS calendar would be the responsibility of the Council. ● Council members voted to approve the November 4, 2019 meeting minutes (Holly Adams motioned, Andrew Macfadyen seconded, vote unanimous). 	<ul style="list-style-type: none"> ○ Agendas: February 2020, May 2020 (when it is available)
<p>Council Workgroup – Regulatory (<i>Marcia Cederdahl, Stacie Sinclair, Denise Woolman</i>)</p>	<ul style="list-style-type: none"> ● The Regulatory Workgroup continued to communicate with Becky Wisell from the Department of Health and Human Services (DHHS) Licensure Unit on updating the definition of palliative care in NE to ensure that this is an allowable service across all care settings (it is currently only mentioned in hospice). DHHS Legal decided to include a definition of palliative care in 175 NAC 1, a template chapter that pertains to all types of health care facilities. DHHS is awaiting a hearing date, which will likely be after February. <ul style="list-style-type: none"> ○ Once the definition of palliative care is updated, the Workgroup will begin strategizing how to insert palliative care standards into the state laws and regulations. ● At Becky Wisell’s suggestion, the Regulatory Workgroup has also begun reaching out to relevant Nebraska Professional and Occupational Licensing Boards to schedule educational presentations on palliative care. <ul style="list-style-type: none"> ○ <i>Presentation goals:</i> Increase awareness of palliative care and needs of people living with serious illness, highlight core primary palliative care skills that all clinicians must have, describe where health care professionals can find more information. ○ <i>Presentation “asks”:</i> Support in disseminating information, develop strategies for embedding palliative care in professional expectations (i.e., improving competence in communication and symptom management as appropriate), provide insight into any potential barriers. <ul style="list-style-type: none"> ▪ Given the current lack of specialty palliative care capacity in Nebraska, particularly for adults, Council members discussed that it may not be prudent to emphasize broad referral to specialty palliative care at this time. Therefore, presentations will highlight where programs exist, but note the limitations. ○ <i>Progress:</i> Marcia Cederdahl has scheduled five presentations so far – Respiratory Care (March 5), Mental Health (March 6), Physical Therapy (April 23), Audiology/Speech Language Pathology (May 6), Occupational Therapy (August 25). Council members of specific disciplines will be asked to 	<ul style="list-style-type: none"> ● Council members to contact named workgroup members if they want to join any of the workgroups ● Regulatory Workgroup to continue monitoring for public hearing date ● Marcia Cederdahl to continue scheduling BOH presentations, coordinate with Council members re: who will present at each ● Stacie Sinclair to develop template presentation, share with Council members

Agenda Topic	Key Points	Action Items (if any)
	<p>present at their own professional boards; Sabrina Schalley expressed interest in Mental Health, Andrew Macfadyen expressed interest in Medicine and Surgery (presentation TBC). Stacie Sinclair will develop a template presentation that presenters can tailor depending on the specific board.</p>	
<p>Council Workgroup – Public Awareness and Education <i>(Holly Adams, Sabrina Schalley)</i></p>	<ul style="list-style-type: none"> • The Public Awareness/Education Workgroup has been strategizing how the Council can be more effective in an advisory role, rather than automatically reverting to doing the work itself. Potential activities include: <ul style="list-style-type: none"> ○ Meeting with the Nebraska Hospice and Palliative Care Association to learn about its work, interests, and capacity to take on new activities (scheduled with Kristine Gilroy-Johnson and Ashlee Fish immediately following Council meeting on February 3). ○ Meeting with elected officials to discuss palliative care, where gaps exist and potential solutions, and learn more about how the Council can be supportive. <ul style="list-style-type: none"> ▪ Council members suggested that it would make sense to start with Senator Kolterman, who sponsored the original Council legislation. It would also be helpful to prioritize developing a Council report that outlines progress, gaps, and recommendations to guide these meetings (see item below). Patient stories about how care has gone wrong may also help catalyze action. ○ Communicating with the hospice and palliative care agencies in the state to learn more about what they actually offer, and educate them on the Council and available resources. ○ Connecting with the universities training health care professionals to learn more about how to embed palliative care knowledge and skills into the overall curriculum. Also connecting with the specialty palliative care programs (e.g., the new Hospice and Palliative Medicine Fellowship at University of Nebraska Medical Center) to learn more about implications for palliative care access. • Council members were enthusiastic about all the options provided. Sabrina Schalley and Holly Adams will develop a more detailed work plan describing the activities and proposed timeline, and will tap different Council members for support. 	<ul style="list-style-type: none"> • Sabrina Schalley and Holly Adams to develop more detailed work plan for outreach activities
<p>Council Workgroup – Website <i>(Andrew Macfadyen)</i></p>	<ul style="list-style-type: none"> • The Website Monitoring Workgroup reported that there were no significant needs or updates to the DHHS Palliative Care website at this time. 	<ul style="list-style-type: none"> • (Carried over from the November 4 meeting) Andrea Wenke to post NC2 report and slides on the Council website (meeting materials)
<p>Council Workgroup – Survey</p>	<ul style="list-style-type: none"> • The Survey Workgroup was intended to lead efforts to conduct a statewide survey on the current availability of palliative care in Nebraska and how it compares to patient need. While this is still an 	<ul style="list-style-type: none"> • Stacie Sinclair to revisit in November 2020

Agenda Topic	Key Points	Action Items (if any)
<i>(Stacie Sinclair)</i>	important activity for the Council to better inform future efforts and recommendations, it will be deprioritized in lieu of developing a Council report for the Governor and Legislature.	
Strategy for Council Membership and Terms	<ul style="list-style-type: none"> • Council members continued to discuss the need to preserve continuity as many approach the end of their first term in September 2020. Each member can serve up to two consecutive 3-year terms; Sabrina Schalley observed that finalizing the Council’s goals and recommendations will help inform some members about whether they want to renew their terms. Also, there is already some natural staggering as two new members joined in 2019. • Since time was running low, Council members agreed to prioritize this at the May meeting. In the meantime, Council terms are as follows: <ul style="list-style-type: none"> ○ Holly Adams – first term expires September 2020 ○ Marcia Cederdahl – first term expires September 2020 ○ Andrew Macfadyen – first term expires September 2020 ○ Lori Molzer – first term expires ??? ○ Linda Rock – first term expires September 2020 ○ Todd Sauer – first term expires September 2020 ○ Sabrina Schalley – first term expires September 2020 ○ Stacie Sinclair – first term expires September 2020 ○ Denise Woolman – first term expires ??? 	<ul style="list-style-type: none"> • DHHS to confirm who is planning to renew, and share if there are any special instructions for renewing terms
Council Report to the Governor and Legislature	<ul style="list-style-type: none"> • As the Council enters its third year and grows more sophisticated about palliative care gaps and opportunities in Nebraska, it is important to document the work done thus far and develop preliminary recommendations. Many other Council across the country have done so (it is a legislative requirement in some cases). Stacie Sinclair volunteered to develop the outline for the Council to review at the May meeting. 	<ul style="list-style-type: none"> • Stacie to outline
Public Comments	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
Planning for the Next Palliative Care Meeting	<ul style="list-style-type: none"> • Reimbursement forms are available for Council members’ travel. • The next Nebraska Palliative Care and Quality of Life Advisory Council meeting will take place on May 4, 2020 from 1:00-3:00pm in Omaha, NE. Holly Adams has volunteered CHI as a location, and will confirm with the DHHS team. Andrew Macfadyen offered Children’s as a backup. • Agenda items: <ul style="list-style-type: none"> ○ Strategy for Council membership terms ○ Council workgroups report outs <ul style="list-style-type: none"> ▪ Website 	<ul style="list-style-type: none"> • Council members to submit requests for reimbursement to Christine Esch • Council members to submit additional agenda items • Stacie Sinclair to send out meeting appointment

Agenda Topic	Key Points	Action Items (if any)
	<ul style="list-style-type: none"> ▪ Regulatory ▪ Public Awareness and Education ○ Council Report to the Governor and Legislature ○ <i>Please submit additional agenda items to Todd Sauer, Stacie Sinclair, and Christine Esch</i> ● Stacie Sinclair will send out calendar appointment, share Zoom link and call-in information with Christine Esch to include on all subsequent agendas. 	

Meeting Adjourned at 3:04 p.m.

Meeting Minutes: Stacie Sinclair