

**PENNSYLVANIA
DEPARTMENT OF AGING**

LONG-TERM CARE COUNCIL

EST. 2015

Meeting Minutes

Meeting:	Pennsylvania Long-Term Care Council
Date:	Thursday, April 12, 2018
Start & End Time:	10:00 a.m. to 2:57 p.m.
Location:	Pennsylvania Farm Show Complex & Expo Center, Keystone Conference Center

Council Members in Attendance

Acting Insur. Cmmr. Jessica Altman (Designee: Glenda Ebersole)*	Anne Henry - <i>Nonprofit SNFs</i>	Sec. of Human Srvs. Teresa Miller (Designee: Virginia Brown)*
Joan Bradbury, <i>LTC Managed Care</i>	Lydia Hernandez-Velez - <i>Consumer Advocacy**</i>	Dr. David Nace - <i>LTSS Physician**</i>
Sen. Michele Brooks (Designee: Chloe Mandara, Esq.)*	Brian Hudson, Sr. (Designee: Gelene Nason)*	Shane Nugent - <i>For-Profit SNFs</i>
Brig. Gen. Anthony Carrelli (Designee: Andrew Ruscavage)*	Kathleen Kleinmann - <i>LTSS Consumer</i>	Sec. of Aging Teresa Osborne, <i>Council Chair</i>
Representative Pam DeLissio	Ray Landis - <i>Consumer Advocacy</i>	Vini Portzline - <i>LTSS Consumer</i>
Mickey Flynn - <i>PA Council on Aging</i>	Sec. of Health Dr. Rachel Levine (Designee: Susan Coble)*	Kenneth Potter, Esq. - <i>PA Bar Association, Elder Law Section</i>
Lynn Fields Harris - <i>Senior Community Centers</i>	Thomas Lilly, JD, CLU - <i>LTSS Insurance</i>	Nicole Pruitt - <i>Adult Day Centers</i>
Sen. Art Haywood (Designee: Liana Walters, Esq.)*	Robert Marino - <i>Caregiver</i>	Matt Yarnell - <i>Consumer Advocacy</i>
Rep. Tim Hennessey (Designee: Erin Raub)*	Joyce McClary - <i>LTSS Nurse</i>	Heshie Zinman - <i>Consumer Advocacy</i>

*Attended on member's behalf

**Participated in Council meeting via teleconference

Council Members Not in Attendance

Dr. Mario Cornacchione - <i>Academic Research</i>	Holly Lange - <i>Area Agencies on Aging</i>
Tim Coughlin - <i>Assisted Living</i>	Diane Menio - <i>Caregiver</i>
Dr. Jason Karlawish - <i>Academic Research</i>	Sec. of Transp. Leslie Richards (Designee: Emma Lowe)
Cmmr. Ted Kopas - <i>County Commissioners Assoc. of PA</i>	Mike Sokoloski - <i>Homecare</i>

PDA Staff in Attendance

Teresa Osborne, Secretary	Drew Wilburne, Communications Director
Chuck Quinnan, Council Executive Director	Kell Wilkinson, Policy Director
Maria Dispenziere, Legislative Specialist	Rachel Wrigley, Press Assistant
Sasha Santana, Executive Secretary	

Committee Members & Guests in Attendance

Francis Adams, SEIU Healthcare PA/United Home Care Workers of PA (UHWP)	Vicki Hoak, PA Homecare Association WC
Cmdt. Rich Adams, Dept. of Military & Vets Affrs (DMVA) WC	Lori Howe-Gutierrez, PA Department of Health AC
Mitzi Armstrong, SEIU/UHWP	Julie Kane, PA Department of Education*
Norris Benns, PA Health & Wellness	Daniel Kleinmann, PA Statewide Indep. Living Council OC
Leandra Bova, Transitional Paths to Independent Living (TRPIL)	Karen Koch, RTF-CILNCP
Jonathan Bowman, PA Department of Human Services*	Constane Martin, SEIU
Theo Brady, Center for Independent Living of Central PA/MLTSS Subcommittee	Rebecca May-Cole, P4A OC
Tony Brooks, ADAPT/DIA	Robert McQuillan, LIFE Geisinger**

Wayne Byrd, SEIU/UHWP	Cmdt. James Miller, DMVA QC
Sandra Curlee, Long Term Care Insurance Specialist AC	Laura Ness, Bayada Home Health Care WC
Brenda Dare, TRPIL/MLTSS Subcommittee	Debra Raper, RTF-CILNCP
Art DiLoreto, PA Association of Area Agencies on Aging (P4A) WC	Stephanie Quigley, Abilities in Motion
Misty Dion, ROADS To Freedom Center for Independent Living of North Central Pennsylvania (RTF-CILNCP)	Scott Rosenzweig, Consumer Workforce Council
Lindsey Disler, SEIU/UHWP	Jacqueline Rowe, PA Department of Human Services WC
Nina DelGrande, SpiriTrust Lutheran LIFE**	Tyheera Sanders, SEIU/UHWP
Shona Eakin, Voices for Independence	Robin Slater, SEIU/UHWP
Kathy Gillespie, Clearfield County Area Agency on Aging QC	Christal Spivey, SEIU/UHWP
Charles Ann Gordan, Liberty Home Choices	Kialenah Stewart, SEIU/UHWP
John Harvey, SEIU	Ivy Walker, SEIU/UHWP
Maria Maletta Hastie, LIFE Geisinger OC	Emily West, Greenlee Partners
Norman Henderson, SEIU/UHWP	Lou Wolkenstein, The Investment Advisor QC
Gregory Hershberger, TRPIL	Margie Zelenak, PA Assisted Living Association OC

OC = Outreach Committee; AC = Access Committee; QC = Quality Committee; WC = Workforce Committee

*Presenter

**Panelist

Meeting Minutes

#	Discussion Items	Summary
1	Welcome	<p>Council Executive Director Chuck Quinnan welcomed everyone and explained that Secretary Osborne would be arriving late as she was attending a Health and Human Services Hub meeting with her cabinet colleagues and the Governor's senior staff. Mr. Quinnan also welcomed Pennsylvania Council on Aging representative Mickey Flynn to his first Long-Term Care Council meeting, went over the emergency evacuation protocol, and provided the following designee updates:</p> <ul style="list-style-type: none"> • Susan Coble replaced Shannon Baker as Secretary Levine's primary designee on the Council. • Virginia Brown is again serving as a backup designee for Secretary Miller.
2	Introduction of Members & Guests	Members and guests introduced themselves.
3	Approval of February 15, 2018 Meeting Minutes	A motion was made and the February 15, 2018 meeting minutes were unanimously approved.
4	Department of Education Feedback on Direct Care Workforce	<p>Pennsylvania Department of Education (PDE) Assistant Policy Director Julie Kane provided the following feedback on the status of the recommendations and resulting work from the 2007 report <i>Addressing Pennsylvania's Direct Care Workforce Capacity: Primary Recommendations for Quality Jobs and Quality Care</i>:</p> <ul style="list-style-type: none"> • To the best of anyone's knowledge, none of the recommendations that involved PDE were implemented. • PDE had helped to review a model curriculum for personal care attendants, etc., as well as a crosswalk for supporting multiple levels of direct care workers via a career ladder training system. Even though the curriculum/crosswalk that was developed did not move forward under the Corbett administration, PDE continued to do what it has always done – regularly update the nurse aide program. <ul style="list-style-type: none"> ○ PDE's Bureau of Career and Technical Education has had a memorandum of understanding (MOU) with the Department of Human Services (DHS) for several years; it is renewed annually, and under that contract, PDE reviews and approves all nurse aide programs in the state.

		<ul style="list-style-type: none"> ➤ Currently, there are 238 approved nurse aide programs, and the department provides statistics on which programs are approved, which ones may have been revoked, the number of students enrolled in the programs, and so forth. ➤ In December 2017, PDE updated the nurse aide curriculum: <ul style="list-style-type: none"> ▪ Whenever the department updates a curriculum through the Bureau of Career Technical Education, representatives from post-secondary, secondary, and the field are involved. ▪ When the nurse aide curriculum was updated, it did include nurse aide instructors as well long-term care administrators. • Additional recommendations from the 2007 report involving PDE that were not implemented included: <ul style="list-style-type: none"> ○ Centralizing all the activities pertaining to the nurse aide program into one governmental entity – the Department of Health ○ Seeking a federal waiver from the requirement that nurse aide faculty (RNs/LPNs) must have at least one year of long-term care experience in exchange for successfully completing a supplemental course specific to geriatric long-term care--this was proposed as way to address the nurse aide faculty shortage. <p>Ms. Kane also provided the following information regarding nurse aide training and other health occupations:</p> <ul style="list-style-type: none"> • Under the federal Carl D. Perkins Act, Pennsylvania receives funding for career and technical education. <ul style="list-style-type: none"> ○ Health occupations, including nurse aides, are one of 42 programs of study that are approved by PDE; it is one of the department’s largest programs. <ul style="list-style-type: none"> ➤ Last year - between secondary, post-secondary, and adult education - PDE had 34,000 students enrolled in health occupation fields, which is a 30 percent increase over a ten year span. ➤ As a result of this funding, PDE was able to begin articulation, which is aligning some of the curriculum at the secondary level with the foundational level curriculum of a similar program at the post-secondary level. <ul style="list-style-type: none"> ▪ For example, if a student wants to go from a career and technical education health occupation program into a post-secondary program (e.g., at a community college, etc.), they do not have to repeat some of the foundational level coursework. This is called Students Occupationally and Academically Ready (SOAR) credit, and in most cases students are getting at least three credits that they can apply toward a health occupation program, such as an introduction to nursing type program, medical terminology, etc. • As mentioned at the council’s last meeting, there has been an increased interest in health occupations but a decrease in the number of individuals at the post-secondary level who are going into some of
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		<p>these health occupations. And since 2008, there has been a declining post-secondary population.</p> <ul style="list-style-type: none"> ○ Therefore, we are not only dealing with a reduced number of actual students who are in K-12, but we are also seeing fewer students overall, even adults, who are going into post-secondary or any type of post-secondary credential. We believe that we can potentially address this trend by aligning curriculum and trying to get more students who are in health occupations at the career and technical education centers to see the benefit of continuing on to the next level. ● Beginning this year, PDE is requiring all school districts, local education agencies, charter schools, cyber schools, cyber charter schools, intermediate units, etc., to start reporting the number of students who are earning industry credentials, including the nurse aide program. <ul style="list-style-type: none"> ○ Previously, we were only collecting that information for our career and technical education students. ○ We are trying our best to not only encourage students to enroll in and pursue some of these programs even before they graduate high school, but we are also elevating it by starting to measure and trying to improve the data we are collecting so we can have more informed conversations. <p>During the question and answer period, Ms. Kane indicated that she would provide the following information to Chuck Quinnan to share with the council:</p> <ul style="list-style-type: none"> ● Breakdown between secondary and post-secondary nurse aide training programs ● Use of Medicaid dollars related to DHS' MOU with PDE ● Historic data on nurse aide training programs, including a breakdown of active, inactive, and terminated programs
5	<p>Living Independence for the Elderly (LIFE) Program</p>	<p>Jonathan Bowman, LIFE Program Director for the Department of Human Services (DHS), and Joan Bradbury, liaison to the LIFE Provider Alliance, gave a PowerPoint presentation on the LIFE Program, which is known nationally as the Program for All-Inclusive Care for the Elderly (PACE). In addition to discussing the history of the LIFE Program in Pennsylvania, the presentation covered the following areas:</p> <ul style="list-style-type: none"> ● LIFE Program Eligibility ● Access to LIFE Services ● LIFE Model of Managed Care ● LIFE Services ● Interdisciplinary Team ● Clinical Integration ● Addressing Housing Needs <p>During the question and answer portion of the presentation, Mr. Bowman explained that LIFE providers are required to have a participant advisory committee, as well as an appeals process, grievance process, service request process, etc. He noted that everything is outlined and defined either through federal regulations or agreements that DHS has with LIFE providers. He stated that he would provide this information to Chuck Quinnan to share with the council.</p>
6	<p>LIFE Provider Panel re: Direct Care Workers</p>	<p>Pennsylvania Department of Aging Communications Director Drew Wilburne moderated a panel discussion of LIFE providers regarding recruitment and retention of direct care workers. The panelists included Nina DelGrande, Director of SpiriTrust Lutheran LIFE, and Robert McQuillan, Associate Vice President of LIFE Geisinger. The following is a summary of the feedback provided by the panelists:</p>

		<p>Describe the uniqueness of the LIFE Program as it pertains to recruiting and retaining direct care workers</p> <ul style="list-style-type: none"> • The interdisciplinary team concept where every member of the team – the participant/family member(s), the van driver, the nurse aide, the dietician, the social worker, the nurse, the therapist, the physician, etc. – has a voice and participates in regular meetings regarding the care and services being delivered. <ul style="list-style-type: none"> ○ Ensuring that applicants understand the team concept is crucial to finding the right fit as this is a unique model for delivering long-term services and supports - <i>Ms. DelGrande & Mr. McQuillan</i> <p>What barriers do you face with retention?</p> <ul style="list-style-type: none"> • Lack of advancement opportunities and pay <ul style="list-style-type: none"> ○ Many nurse aides live paycheck to paycheck and as a nonprofit it is difficult to compete when a for-profit down the street can offer \$3 more an hour - <i>Ms. DelGrande</i> • Being part of a larger health system, we sometimes lose staff to other positions within our system; staff are also eligible for educational opportunities and degree programs sponsored by our system. However, while we are losing them to the rest of the system, they become an advocate for us. We are also starting to see individuals who worked for us and moved on to do other things in the system return to the LIFE Program as their lifestyle and needs change. <ul style="list-style-type: none"> ○ With that said, sometimes staff need to leave the system in order to pursue advancement opportunities (e.g., if a person starts as a van driver and wants to be the transportation supervisor for the LIFE Program, they may have to go elsewhere if that position is not available.) - <i>Mr. McQuillan</i> <p>From your vantage point, how can recruitment and retention of direct care workers across the long-term services and supports continuum be improved?</p> <ul style="list-style-type: none"> • Awareness and education to have a bigger pool of people to recruit from <ul style="list-style-type: none"> ○ To recruit and find the right fit, we need people to understand the LIFE model; there is not really a training program out there that teaches them this particular model - <i>Ms. DelGrande & Mr. McQuillan</i> • Figuring out how to pay nurse aides more - <i>Ms. DelGrande</i>
7	Committee Updates	<p>The following reports were provided on the conference calls held by the committee:</p> <p>Outreach Committee - Chair Ray Landis provided the following report on the committee's April 5, 2018 conference call:</p> <ul style="list-style-type: none"> • There was unanimous support that the committee's task is to figure out how to get the word out, both to the general public and to those who can make decisions (e.g., providers, lawmakers, etc.), about the crisis that we are facing with recruitment and retention of direct care workers. • Our strategy in further discussions is to explore methods to inform the general public and those that are involved with this issue about what our state is facing. • We came up with some ideas last time, tossed those ideas around, and now we want to get more in-depth into what we discussed. <p>Access Committee – Committee coordinator Liana Walters, who filled in for Chair Mike Sokoloski, provided the following report on the committee's April 4, 2018 conference call:</p>

		<ul style="list-style-type: none"> • The majority of the call was spent going over the materials and information provided at the council's February 15, 2018 meeting, as well as the discussion that took place during the committee's breakout session. • The committee also spent time discussing the idea of a core curriculum training for direct care workers, which was one of the recommendations developed from the 2007 report <i>Addressing Pennsylvania's Direct Care Workforce Capacity: Primary Recommendations for Quality Jobs and Quality Care</i>. Committee member Diane Menio also noted that the Better Jobs/Better Care-Pennsylvania initiative developed a universal core curriculum for direct care workers as well. • The committee will start thinking about questions to ask the CHC-MCOs when they come before the council in August. <p>Quality Committee – Chair Kleinmann provided the following report:</p> <ul style="list-style-type: none"> • The committee had two conference calls (March 28 and April 9) since the council's last meeting and is focused on the purpose of the council – making recommendations. • The committee is gathering information and wants to learn from the progress or lack thereof regarding the recommendations from the 2007 report <i>Addressing Pennsylvania's Direct Care Workforce Capacity: Primary Recommendations for Quality Jobs and Quality Care</i>. • The committee would like to make some recommendations that are not at the whims of the political process. <p>Workforce Committee – Council executive director Chuck Quinnan provided the following report on behalf of Chair Matt Yarnell regarding the committee's March 27, 2018 conference call, as well as noted that committee coordinator Heshie Zinman would lead the breakout meeting:</p> <ul style="list-style-type: none"> • The committee started discussing various issues that it wants to start lifting up to examine further, including reimbursing costs related to training for providers and lost time for workers under the participant-directed model, among other things. • Moving ahead, the committee wants to focus on what it wants to leverage from the CHC-MCOs when they come before the council in August in terms of possible recommendations, strategies, and actions. • The committee also hit on the theme of a standardized, core curriculum for direct care workers.
8	Working Lunch w/ Committee Breakout Meetings	<p>The Outreach, Access, Quality, and Workforce committees met for a working lunch to continue discussing:</p> <ol style="list-style-type: none"> 1) Acting Deputy Secretary of Long-Term Living Kevin Hancock's presentation on improving recruitment and retention of direct care workers in a Managed Care Environment; 2) State agency feedback regarding recent/current direct care worker initiatives and the 2007 report <i>Addressing Pennsylvania's Direct Care Workforce Capacity: Primary Recommendations for Quality Jobs and Quality Care</i>; and 3) Identifying issues and potential recommendations to elevate for discussion and assessment <p>Chuck Quinnan also noted that he provided an assessment document in the committee packets to guide the committees as they evaluate potential recommendations for consideration.</p>
9	Committee Reports & Council Discussion	<p>The following reports were provided on the committee breakout meetings:</p> <p>Outreach Committee – Chair Ray Landis provided the following report:</p>

- The committee revisited the discussion from its last in-person meeting regarding the idea of a Direct Care Worker Awareness Day, noting that it should be more of something that takes place in communities across the state.
 - It should not just be a Harrisburg-oriented day or event but geared throughout the state with local involvement and events – whether it is local workforce development boards sponsoring an event, going out to community colleges for regional summits, etc.
- Given that outreach needs to be focused not only on the public but policymakers, the committee discussed the idea of a “bring a legislator to work day,” similar to the ice bucket challenge where legislators could challenge their colleagues to shadow a direct care worker on a series of visits to gain a better understanding of the role and challenges of these workers; if needed for scheduling purposes, this could be done over a condensed period of time rather than one day.
- The committee also discussed the difficulty of financing a large scale publicity campaign on direct care workers and the needs and changing demographics of the state.
 - It would be helpful to get the involvement of a Pennsylvania-based foundation to fund an effort to educate and inform the public about what direct care workers do and the dilemma that we face with changing demographics and funding to pay these workers.
- It would be helpful to have staff from the Department of Education’s Bureau of Career and Technical Education come to the council’s next meeting to discuss what can be done, particularly in the post-secondary environment, to encourage the education of direct care workers.

Access Committee – Committee coordinator Liana Walters provided the following report:

- The committee’s focus going forward will be to compile recommendations from several past reports, distribute them among the committee members, and then select one or two to focus on in more depth.
 - Members want to avoid making recommendations that just end up floating away and never get implemented, so the idea is that if we take one or two recommendations and create a plan of action that might get us a little further, both for addressing immediate and long-term concerns.
- We are also going to look at graphs that some members have on hand to demonstrate the need for policymakers to take action; the idea is to frame the issue, solution, and strategy in a simplistic manner (i.e., this is the need, this is the solution, and this is what needs to be done.)
- With regard to discussing what opportunities may exist in a managed care environment for addressing recruitment and retention of direct care workers and how they can best be leveraged, the big thing that is needed is additional money. Opportunities discussed included examining:
 - Provisions that could be put into the managed care contracts to provide greater resources (e.g., cap on administrative costs) for addressing these issues
 - Contract conditions for training and a minimum wage
- The plan is to start compiling a list of recommendations to circulate and begin whittling them down going into the council’s June 14 meeting.

Quality Committee – Chair Kathleen Kleinmann asked committee member Anne Henry to provide the report, which included the following:

- The committee began by discussing the LIFE provider panel, which touched on the difficulty of retaining direct care workers when the provider down the street offers a little more money.
 - It was also noted that providers all across the long-term services and supports spectrum have difficulty raising wages for direct care workers due to low Medicaid reimbursement rates.
- The committee also discussed/noted:
 - The training needs of direct care workers who do not necessarily need or want to become nurse aides, including examining potential avenues of funding
 - The changing demographics of the state – the growing senior population and the decline of working age citizens – and exploring unique ways to address workforce challenges.
 - ❖ The committee spent a lot of time on its last call and today talking about how technology can be utilized to help participants maintain their independence and avoid adverse health outcomes.
 - The importance of nutritious meals with regard to wellness
 - Providing free tuition or room and board in exchange for working in LTSS settings and providing services, as is done in other countries and previously in the United States
 - As the committee thinks outside the box, whether it is technology or something else, greater flexibility is needed by the various regulatory agencies to make this work.
 - ❖ While some of the rules are federal, perhaps the commonwealth could request flexibility with some of the requirements that may make innovation, etc., difficult.
 - How to make sure that the recommendations the committee comes up with do not fall off like those in previous reports.
 - ❖ If we can make these things public/private partnerships (i.e., getting tech companies and some of the universities to come to the table on the technology side), it may lessen the chances of the recommendations falling off when there is a change in administrations because you will have the private partnership helping to push it forward and keep it on the radar.

Workforce Committee – Committee member Art DiLoreto provided the report on behalf of committee coordinator Heshie Zinman who had to leave early. The report included the following:

- The committee tried to challenge itself to look at something other than money and pay, which was difficult. However, one of the things the committee discussed was the fact that there is not a requirement for a standardized training and professional development curriculum for home care workers.
 - According to a recent survey conducted by the Pennsylvania Homecare Association, this is something that direct care workers want as part of their employment experience.
 - We are going to continue our discussion around the issue of trying to standardize some type of basic core training and curriculum for direct care workers.
- The remainder of the meeting was spent trying to come up with recommended questions for when the managed care organizations come before the council in August. We came up with a couple of questions that we need to refine further, but the following are the basic themes:

		<ul style="list-style-type: none"> ○ Asking them about the importance and value that they place in public and private partnerships and the relationship of that to a competent, qualified, and experienced workforce ○ Asking them, and this kind of sidesteps the issue of money and pay, about the type of innovative solutions they are willing to use to ensure that the workforce they recruit and retain can provide high quality care ○ Asking them about the performance benchmarks that they plan on using to measure success and the relationship of those performance benchmarks to their workforce (i.e., the quality of care, the ability to retain workers, etc.) <ul style="list-style-type: none"> ➤ We all know that retention is critically important to quality of care because breakdowns in the human resource side of the system usually translate into some type of breakdown in consumer care, so we want to look at the issue of performance benchmarks, the success of services, and the relationship of those performance benchmarks to the workforce. ● We will meet again to finalize these questions.
10	February 15, 2018 Meeting Minutes Revisited	The February 15, 2018 meeting minutes were reconsidered to note that Representative Pam DeLissio's legislative assistant Morgan Johnson attended the last meeting on her behalf. After a reconsideration motion passed, the February 15, 2018 meeting minutes were unanimously adopted with this correction.
11	Commonwealth Updates	Secretary Osborne explained that the Health and Human Services Hub meeting she attended earlier in the morning with the Governor's senior staff included the Insurance Commissioner and the Secretaries of Drug and Alcohol, Health, Human Services, and Insurance, all of whom were recently confirmed by the Pennsylvania Senate. She noted that she meets regularly with her hub colleagues to share information, etc. Secretary Osborne also informed the members that Congress passed and the President signed the 2018 federal budget, which funds the federal government for the remainder of the 2018 Fiscal Year, and highlighted the following: <ul style="list-style-type: none"> ● The programs that were slated to be eliminated from the federal budget (e.g., LIHEAP, Community Development Block Grants, Social Service Block Grants, etc.) were all retained in the 2018 federal budget, but the fight continues for 2019. ● Older Americans Act services fared pretty well in the 2018 federal budget across the 50 states, but Pennsylvania's appropriation is not yet known as it is now subject to a funding formula.
12	Open Session & Announcements	There were no public comments during the open session portion of the meeting. Secretary Osborne reminded members that the council's next meeting is scheduled for Thursday, June 14, 2018, at 10:00 a.m.
13	Adjournment	The meeting was adjourned at 2:57 p.m.

New Action Items

#	Action Item	Actionee(s)	Deadline	Status
1	Breakdown between secondary and post-secondary nurse aide training programs	Julie Kane/Chuck Quinnan	ASAP	Pending
2	Use of Medicaid dollars related to the Department of Human Services' memorandum of understanding with the Department of Education for reviewing and approving nurse aide programs	Julie Kane/Chuck Quinnan	ASAP	Pending

3	Historical data on nurse aide training programs, including a breakdown of active, inactive, and terminated programs in the commonwealth	Julie Kane/Chuck Quinnan	ASAP	Pending
4	Provide information (i.e., federal regulations and state side agreements) on LIFE Program requirements for participant involvement, appeals, grievances, service request processes, etc.	Jonathan Bowman/Chuck Quinnan	ASAP	Completed

Old Action Items

#	Action Item	Actionee(s)	Deadline	Status
1	Status of the five immediate initiatives/recommendations in the December 7, 2007 report <i>Addressing Pennsylvania's Direct Care Workforce Capacity: Primary Recommendations for Quality Jobs and Quality Care</i>	Secretary Osborne & Chuck Quinnan	ASAP	Completed