

## Hospital Staffing Advisory Committee Meeting

### Meeting Notes

<b>Date</b>	1/21/2025	
<b>Meeting Topic</b>	Hospital Staffing Advisory Committee	
<b>Note Taker</b>	Holli Erdahl	
<b>Attendees</b>	<b>Standing Attendees</b>	
	WSHA	WSNA, SEIU, UFCW
	<input checked="" type="checkbox"/> Chelene Whiteaker	<input checked="" type="checkbox"/> Cara Alderson
	<input checked="" type="checkbox"/> Darcy Jaffe	<input checked="" type="checkbox"/> David Keepnews
	<input checked="" type="checkbox"/> Dino Johnson	<input checked="" type="checkbox"/> Duncan Camacho
	<input checked="" type="checkbox"/> Jennifer Burkhardt	<input checked="" type="checkbox"/> Maureen Hatton
	<input checked="" type="checkbox"/> Keri Nasenbeny	<input checked="" type="checkbox"/> Tamara Ottenbreit
	<input checked="" type="checkbox"/> Renee Rassilyer Bomers	<input type="checkbox"/> Vanessa Patricelli
	DOH	L&I
	<input checked="" type="checkbox"/> Megan Veith	<input type="checkbox"/> Caitlin Gates
	<input checked="" type="checkbox"/> Holli Erdahl	<input checked="" type="checkbox"/> Lizzy Drown
	<input checked="" type="checkbox"/> Ian Corbridge	<input checked="" type="checkbox"/> Carl Backen
	<input checked="" type="checkbox"/> Julie Tomaro	
	<input checked="" type="checkbox"/> Kristina Buckley	
	<input checked="" type="checkbox"/> Tiffani Buck	
	<b>Alternates and Other Attendees</b>	
	Sabrina Kimm alternate for Vanessa	Gloria Brigham
	Sara Arneson - DOH	Jackie Mossakowski
Ashlen Strong	Michelle Curry	
Dawn Marick	Tim Bock	
Desiree Schott		

Agenda Item	Notes
<b>Welcome</b>	Roll call, Land and Labor acknowledgement
<b>Accept Prior Meeting Minutes</b>	<ul style="list-style-type: none"> <li>October minutes are approved</li> </ul>
<b>Safety Topic</b>	<ul style="list-style-type: none"> <li>Driving at night – fatal crashes are much more likely to occur in low daylight</li> <li>Make sure windshield and windows are clean, drive less at night where possible, reduce distractions</li> </ul>
<b>Action Item Follow Up</b>	<ul style="list-style-type: none"> <li>L&amp;I and DOH's IAA amendment – Tiffani This has been amended, will follow up with more information over email</li> <li>Number of Hospital Staffing Plans Received – Kristina We have received 88 staffing plans so far</li> </ul>
<b>DOH Complaint Data</b>	Sara Arneson <ul style="list-style-type: none"> <li>4 total complaints last quarter</li> <li>DOH – none were referred to LNI</li> </ul>

	<ul style="list-style-type: none"> <li>• All complaints came in month of December</li> <li>• No themes or patterns</li> <li>• One complaint was listed under two categories</li> </ul>
<b>LNI Complaint Data</b>	<ul style="list-style-type: none"> <li>• Lower complaint volumes across the board</li> <li>• Retaliation figures are on par with Q3 of last year</li> <li>• How does the hospital know if a complaint has been filed?             <ul style="list-style-type: none"> <li>○ Receive through complaint intake, review information</li> <li>○ If there is enough information, Health Systems Oversight team contacts the hospital to let them know complaint is being opened</li> </ul> </li> <li>• Is there a way to determine if this was reported to staffing committee before it goes to the state?             <ul style="list-style-type: none"> <li>○ We don't have enforcement authority yet, but we currently seek as much information as possible when we receive a complaint. Part of the investigation from LNI is to confirm with the hospital as well as who complained if the correct reporting process was completed.</li> </ul> </li> <li>• LNI Survey – 5-6 minutes, will be sent out once ready to go, would love feedback to help provide the best service</li> </ul>
<b>Listening Session</b>	<ul style="list-style-type: none"> <li>• Feedback – what has worked well, where can we improve?</li> <li>• Is there a forum for developing a readable staffing plan using the form?</li> <li>• Lots of TA's for providing help, excel format is new for some, and combining documents may be new for some. Always feel free to email Hospital Staffing inbox for guidance and with any feedback. We are working to make it more user friendly moving forward.</li> <li>• Please feel free to provide specific themes and repeated questions as well</li> <li>• Are there ways hospitals can provide information up front on which areas are no longer in use to prevent sending plans back?             <ul style="list-style-type: none"> <li>○ The Helms update may help with this, we also want to make sure we approach with curiosity to ensure our information aligns with what the hospital is reporting</li> <li>○ Suggestion to note where nursing is provided on the cover page</li> </ul> </li> <li>• Are completed plans posted to the website yet?             <ul style="list-style-type: none"> <li>○ Submitted plans will be posted by February 14<sup>th</sup></li> <li>○ We can send out hospital policy webpage when the updates are posted as well</li> </ul> </li> </ul>
<b>Public Comment</b>	No alternate comment, no public comment

Action Items	Assignment	Deadline