

**Minutes: Leadership Meeting May 18, 2022 1:30 – 3:00 pm, Lucas Building**

Administrative Hearings: Denise Timmins, David Lindgren

Administration: Prasanna Bujimalla, Larry Johnson, ~~Aaron Baack~~

Food: Mark Speltz, Michelle Boyd, Rosa Haukdahl (SP), ~~Kayla Becker~~

Health: Dawn Fisk, Linda Kellen, Hema Lindstrom, Catie Campbell, Vicki Worth, Geri Paul, Chris Dunn

1. Director's Updates:
  - a. Introduction of new supervisors: Supervisors introduced themselves and welcomed the new supervisors: Chris Dunn and Prasanna Prasanna Bujimalla and welcomed back Catie Campbell
  - b. Updates:
    - i. Telework: Feedback has been given to director. Any changes will be provided with 30-days notice.
    - ii. Workforce development continues to be the Governor's top priority. The director highlighted the updates and work HFD has been doing with its certifications in health facilities.
2. Deputy Director's Updates/Administration:
  - a. Updates:
    - i. Travel: Out-of-State travel is permitted. Please be mindful of your workloads here in Iowa and budget.
  - b. Legal updates: The department is involved in very minimal litigation with cases in Admin Hearings, HFD and Food.
  - c. Legislative updates: Dawn Fisk provided updates on the new staffing agency legislation and Mark Speltz provided information regarding the cottage food and home processing bills.
  - d. Procurement
    - i. Fleet:
      1. All new vehicle orders are at least 30+ weeks out. Plan on a year before receiving a new vehicle. Get orders into Michelle Kieffer ASAP.
      2. Fleet is expecting Malibu's in June sometime.
      3. Escapes ETA should be around August.
      4. Camry's are slated for production on 5/23/22. ETA a "few weeks" after 5/23.
      5. Malibu and Traverse orders are open.
      6. All Ford and Toyota orders are closed with no open in sight.
  - e. Fiscal
    - i. Welcome to Prasanna. Divisions should be receiving budget forecasts for the next fiscal year in the upcoming weeks.
  - f. HR
    - i. Timeline of posting positions: Generally, the process takes 3-5 days. Positions will not be posted on Mondays due to workload. HR is learning the new processes with Workday and there may be some delays.



- i. Mark Speltz provided information on the Food Bureau's use of scanning and app. HFD will and Mark will connect on this.
  - b. Hiring: Recruitment and retention. Dawn Fisk provided updates on the challenges of recruiting and retaining RNs as surveyors. She discussed that she and Linda Kellen are conducting listening sessions with surveyors to see what else can be done to recruit and retain surveyors besides increasing wages.
  - c. Direct Care Registry – ways to address the workforce needs: Linda Kellen discussed the changes to the rules process in order to maintain safety of certified health care process while making the process more accessible.
  - d. Federal Performance Measurements and how the division is implementing them: HFD provided information on the CMS performance measurement standards and the outside contractors hired to assist with this work.
- 6. Investigations
  - a. Referrals and workloads: new referral sources and/or changes in volume of current referrals
  - b. Hiring updates: Fabricio provided updates on the new hires in Economic Fraud and MFCU.

Meeting concluded at 3:05 pm.