

Memo

Date: 11/8/2024
To: Board/Public Hearing Workgroup
From: Leah Solo, Executive Director

RE: Public Engagement plan around implementation of first two sets of rules

As the Board finishes their first sets of rules, it will be helpful to support nursing home workers and employers for the Board to have a plan for ensuring that nursing home workers and employers understand how to be in compliance with the new rules.

This memo will outline ways that the Board can provide this guidance, including:

- Written documents
- Webinars
- Videos

These items can be carried out by staff or with Board member involvement.

Major issues to address

Due to the timing of implementation of the rules, here are some major items that it seems would be good to share with various audiences.

Workers	Employers	Worker Organizations
Holiday Pay rules	Holiday pay rules	How to apply to be a Certified Worker Organization (CWO)
Minimum Wages are not in effect yet	Process for Waivers and Variances	Obligations of being a CWO
	Obligations for training	
	Posting requirements	
	Minimum wages are not in effect yet	

Methods of engaging the public

Different groups or people will engage with the material that we provide in different ways. It is important to provide several ways of learning the new rules to ensure maximum compliance. Here are some ways that we could engage with the public to ensure that they understand the new rules.

“How to” memos

Some people will respond best to written materials. Breaking down the rules and statutes into plainer language that is easy to follow will help guide people. Some examples are:

- “How to” Holiday Pay- Describe both the new rules on holiday pay and some examples of how a nursing home employer might engage employees to change the list.
- “How to” Apply to be a certified worker organization- walk through the application pieces for potential certified worker organizations, and what to do to carry out the trainings.
- “How to” apply for a waiver and/or variance- step employers through the process for applying for a waiver and/or variance.
- “How to” ensure your workers are trained in NHWSB statues and rules- walk nursing home employers through their obligations for certifying their workers have been trained, ways to connect with Certified Worker organizations, and the posting requirements.

These types of written materials could be posted on the webpage.

FAQs

These would contain similar language, topics and content as the “How to’s” but presented as common questions that we receive. These would be posted on the website but could also be done in a form that could be printed as well.

If there are questions that Board members feel nursing home workers and/or employers and/or worker organizations will be asking, it will be helpful to hear those as we start assembling the FAQs.

Webinars

Lots of people do best when they can listen and see people explain the rules. These could include:

Several webinars with a targeted audience of nursing home employers. Some potential topics would be-

- Holiday pay, including information about changing the list of holidays.
- Posting requirements
- Training and communications to staff

A webinar with a targeted audience of potential certified worker organizations.

Overview for nursing home workers

Format:

These webinars could include

- Overview and powerpoint of the topic presented to the audience
- Examples of how the items could be implemented
- Question and answer time

These webinars could be recorded and posted.

Details and next steps:

We have tentatively reserved space on December 5, 2-3pm and December 10, 11-noon for these events.

The Board and/or Public Engagement workgroup could decide to participate in presenting, or this could be left to staff.

Videos

While the webinars could be recorded and posted, creating a video to explain holiday pay for employees might be a useful tool.

Next Steps

Work with Public hearing workgroup

- Would they help present?
- Then bring to the Board

Create Powerpoints, How To's and FAQs