

Advance Directive Advisory Committee

November 15, 2022, 9:30-11:00 am

Meeting Summary

Meeting goals

- Understand appointment process and timeline
- Identify potential legislative changes
- Review outreach and education materials

Advance Directive Advisory (ADAC) Committee membership

- Welcome new members! John Holmes has filled seat 4, Clinical Ethicist, John Merrick has filled seat 7, Disability community member, and Kristine Dukart-Harrington filled seat 10, representative with expertise advising or assisting consumers with end-of-life decisions.
- Members who did not reapply before the deadline can continue to sit on the ADAC until the new Governor starts the appointment process after they take office. We do not know an exact date for this.
- We currently still have two seats open: seat 9, representative of long-term care community and seat 13, member of OSB with extensive experience in health law.
- If ADAC members have not reapplied, please let Charina know whether you intend to reapply, so plans can be made to fill any additional vacancies.
- Question: Is there a slot for a nurse on the committee?
 - Answer: There is an open slot for a representative of long-term care community, but not specifically for a nurse.
- Two members, Woody English and Eriko Onishi, had previously volunteered for chair and vice chair.
 - Chair and vice chair will be on the planning team with Charina and Diana and prepare for ADAC meetings in advance.
- There is not an established term for the chair or vice chair, though members are appointed for four-year terms
 - The group decided to establish two-year terms for chair and vice chair, which would ensure continuity across legislative

sessions (a short and long legislative session during each term). The chair and vice chair will be nominated every two years at the end of December, starting in December 2024 (end of term for new chair and vice-chair). There will not be a limit on the number of consecutive terms the chair and vice-chair can serve.

- Term limits for all members were discussed but the committee decided they weren't necessary as there is little power and all committee members are volunteers.
- Motion for Chair and Vice Chair to serve two-year terms.
 - Motion passed.
- Motion for Woody English and Eriko Onishi to serve as chair and vice chair respectively.
 - Motion passed.
 - Their terms will end in December 2024.

Experience with the Advance Directive form

- The ADAC decided not to make any changes to the form because it is still new.
- ADAC members have gotten questions about what kind of signature is acceptable for healthcare representatives. The recommendation is to document whatever you can for a signature or verbal approval. A verification email attached to the Advance Directive is sufficient.
- ADAC members have heard positive feedback about the goals section.
- We should clarify when the AD becomes effective – when one person accepts. We may need to clarify this in the User's Guide.
- We need to add under witness declaration the language that is in the statute starting with "owner/operator/relative..."

Legislative session

- It is too late for OHA to suggest legislation for 2023 session
 - If there is any legislation that the committee wants to bring, it cannot be through OHA
- How do members of the public submit feedback on the form?

- People email OHA staff listed on the website with a wide variety of questions/feedback/ideas/thoughts/issues/etc.
- OHA support staff will work on creating a form on the website for members of the public to submit feedback, and a sheet where committee members can view that feedback. This will be helpful in tracking input for future changes.

Translation

- Lorena Sprager, who has previously worked with the ADAC, reviewed the Spanish translation of the form and suggested plain language edits.
- Charina shared that language translations do not need to be approved by the Legislature if the meaning stays the same.
- The ADAC believes that the version edited by Lorena Sprager should be the official version as long as it is consistent with OHA policy for forms in statute. Committee members asked that OHA review the new translation to ensure that it is consistent with the statute.
- The revised Spanish translation will be reviewed again internally by OHA staff.
- Motion put forward:
 - The ADAC recommends that the plain language Spanish language version replace the existing one as long as it is consistent with OHA policy around forms in statute.
 - Motion passed.
- In future meetings, the ADAC may want to discuss creating a process for having native speakers review translations for readability and accuracy.

Next steps

- Eriko will review Japanese translation of Advanced Directive for accuracy and plain language.
- Charina will inquire about OHA's policy for translating documents.
- OHA support staff will create a form on the website for members of the public to submit feedback, and a sheet where ADAC members can view feedback and add feedback they have received.

- Committee members will review the educational slide deck shared by Woody and will give him feedback.
- Woody also suggested we look at the update on the POLST and consider updating the User's Guide to reflect those changes.
- The next meeting will focus on outreach and education.
- Any committee members who have not reapplied to be on the committee, please reach out to Charina and let her know if intend to reapply.
- Charina will set Quarterly meetings for 2023. Meetings will be two hours.

There was no public comment.