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*Delaware Nursing Home Residents  
Quality Assurance Commission*

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**DNHRQAC Legislative/Advocacy Subcommittee Meeting of February 8, 2024  
@ 1:00 p.m.  
Virtually via Cisco Webex  
Anchor Location: The Vero @ Newark – 924 Barksdale Rd Newark, DE 19711**

**FINAL**

Subcommittee members in attendance: Chris Marques, Esquire; Cheryl Heiks and Mary Peterson, RN. A quorum of subcommittee members was in attendance. All subcommittee members attended virtually.

Subcommittee members absent: Dr. Avani Virani.

Others Present: Margaret Bailey, DNHRQAC Executive Director (in-person).

This meeting was brought to order @ 1:08 pm.

1. Welcome from subcommittee members

Not applicable

2. Approval of Meeting Minutes:

Meeting minutes draft of January 5, 2024 were approved as written.

3. Discussion of

Subcommittee members discussed the upcoming FY25 Joint Finance Committee Budget Hearings for Judicial Branch (2/15/2024) and Department of Health and Social Services (Feb 20 – Feb 21, 2024).

Ms. Bailey clarified with subcommittee members that Judicial Branch included DNHRQAC's FY25 budget in their submission, however, did not include "additional FY25 operating budget requests". DNHRQAC had requested additional FY25 funding for 2 staff supports: Administrative Specialist and Data Analyst.

Ms. Bailey mentioned that during a previous legislative/advocacy subcommittee meeting, there was a comment made about creating legislative template letters: 1. **support**, 2. **concerns** and 3. **oppose**. As a result, subcommittee members discussed what should be included in the templates.

**Action Items:** Ms. Bailey will create (3) template drafts and forward to subcommittee members by Friday 2/9/2024. The legislative templates will also be shared with the full commission for consideration during meeting of February 13, 2024.

4. Public Comments

No members of the public provided public comments during this meeting.

5. Next Meeting

The next DNHRQAC Legislative/Advocacy Subcommittee meeting: March 15, 2024 @ 1:00 pm. Please note, this meeting will be offered via Cisco WebEx & Anchor Location. Ms. Bailey will

send information to subcommittee members and post on the Delaware Public Meeting Calendar:  
[Public Meeting Calendar: State of Delaware.](#)

6. Adjournment

The meeting was adjourned at 2:25 p.m.

Handouts: 2/8/2024 meeting agenda  
1/5/2024 meeting minutes draft