

## **MOLST Advisory Council**

**May 7, 2024 | 9:30-10:30am**

### **Meeting Minutes**

**Members present:** Amelia Breyre, Barbara Cass, Mary Horan, Barbara Jacobs, Cathy Ludlum, James McGaughey, John Spencer, Scott Sussman, Jonathan Weber, Tracy Wodatch

**DPH:** Melia Allan, Kathleen Ross

**Others present:** Lisa Kessler, Richard Kamin

#### **Introduction**

- Babara Cass called the meeting to order at 9:33am

#### **Approval of Minutes**

- Tracy Wodatch motioned and Scott Sussman seconded to approve the March 5 minutes
- Cathy noted edits for the April 2 and April 11 draft meeting minutes, changes will be reflected in final minutes

#### **Overview of Requirements for Public Meetings: Attorney Kathleen Ross, DPH Legal Director**

- Kathleen presented on some of the requirements for holding public meetings
- Key points made:
  - Members cannot add items to the agenda for a special meeting, but at a regular meeting, members can take a 2/3s vote to amend the agenda
  - Taking roll call votes
  - All public meetings must be recorded, and recordings must be posted to the agency's website
  - Public comment is not required, but most agencies like to include it
  - Even if there is no quorum, committee members cannot email one another about the substance of the committee – this would constitute a private meeting, but committee members can email about non-substantive matters such as agenda items or scheduling

#### **Update: HB 5290, Substitute Bill, Section 7**

- Elimination of the witness signature for the MOLST form
- The House passed HB 5290 on Monday May 6, and it will go to the Senate today

#### **Approved revisions to the MOLST Form and next steps**

- Barbara and Dante spoke about the process for the legal review of the MOLST form
- Policies and procedures must be revised to reflect the signature removal on the new form

- Members discussed doing two phases of implementation, or making all changes at once, rather than updating the form multiple times – there was consensus that changes should be made at once, since the MOLST cannot operate without policies and procedures
- MOLST website text should be aligned as well
- The group looked at the current policies and procedures re: the MOLST on DPH’s website
- Over the next two meetings, the group resolved to make decisions on aspects of the MOLST such as electronic posting, lime green form, physical posting requirements
  - Jonathan Weber motioned and Scott Sussman seconded to vote on this plan for the next 2 meetings:

<i>Record of vote</i>	
In favor	Barbara Cass, Jonathan Weber, Scott Sussman, Tracy Wodatch, Amelia Breyer, Cathy Ludlum, John Spencer, Mary Horan, Barbara Jacobs
Opposed	

**Closing**

- Barbara Jacobs motioned to end the meeting, Jonathan Weber seconded
- The meeting adjourned at 10:35am

Recording: <https://www.youtube.com/watch?v=rz9MJ71Fang>