

173-45-02

Consumer guide advisory council.

(A) Council duties: The council's duties include:

- (1) Reviewing rule proposals pertaining to the guide;
- (2) Recommending to ODA administrative practices that could improve the operation and content of the guide;
- (3) Recommending to ODA legislative changes that could improve the guide; and,
- (4) Considering if it is feasible for the guide to include other long-term care facilities such as adult care facilities and intermediate care facilities for the mentally retarded, and to include long-term care service providers such as home health agencies and adult day service providers.

(B) Council meetings:

- (1) Facilitation: ODA shall convene the council.
- (2) Open meetings: Any council meeting is open to the public at all times, unless an exception is authorized under section 121.22 of the Revised Code.
- (3) Meeting notices:
 - (a) The council's chairperson shall notify any person of the time and place of any regularly-scheduled council meeting or special council meeting if the person writes to "Ohio Long-Term Care Consumer Guide Advisory Council, Chairperson; Ohio Department of Aging; 50 W. Broad St., 9th Floor; Columbus, Ohio 43215" or calls the chairperson at (614) 466-5500 during the hours of eight a.m. to five p.m., Monday through Friday.
 - (b) The council's chairperson shall routinely notify any person, including a member of the news media, of the time and place of any regularly-scheduled council meeting or special council meeting, at least four days before the meeting, if the person writes to "Ohio Long-Term Care Consumer Guide Advisory Council, Chairperson; Ohio Department of Aging; 50 W. Broad St., 9th Floor; Columbus, Ohio 43215" to request the routine notification service and provides his or her name, mailing address, email address, and a maximum of two telephone numbers.
 - (c) The council's chairperson shall routinely notify any person who requests routine notification by notifying the person in writing of each non-emergency, regularly-scheduled council meeting and non-emergency, special council meeting at least four days before the day of the meeting or by notifying the person electronically or by

telephone at least twenty-four hours before the meeting. If the council meeting is of an emergency nature, the chairperson shall notify the person immediately upon calling the emergency meeting. If the chairperson sends the notice to the person's email address using the email address the person provides, or by telephone using the number(s) the person provides, but the email or telephone call is unsuccessful, the chairperson has made a reasonable effort to notify the person.

(4) Meeting minutes:

(a) The council's chairperson shall appoint someone to keep the minutes of every council meeting, and shall promptly prepare, file, and maintain the minutes.

(b) The council's chairperson shall keep the minutes open to inspection during the hours of eight a.m. to five p.m., Monday through Friday.

Replaces: 173-45-02
Effective: 08/30/2010
R.C. 119.032 review dates: 08/30/2015

CERTIFIED ELECTRONICALLY

Certification

08/20/2010

Date

Promulgated Under: 119.03
Statutory Authority: 173.02, 173.49
Rule Amplifies: 173.49
Prior Effective Dates: 09/07/2006