

Unified Long-Term Care System Workgroup  
**Workforce Subcommittee**

**Workforce Subcommittee Charter**

**I. Purpose**

The purpose of the Workforce Subcommittee is to provide the Unified Long-Term Care System (ULTCS) Workgroup with:

- Definitions and documentation of the current direct service workforce situation, including shortage areas (by setting, specialty, geography, or other), educational and other professional development funding, and barriers to improving the supply, distribution, diversity, and development;
- Direct service workforce **policy implementation strategies** and funding recommendations around:
  - Aligning workforce development among direct care workers with federal health care reform
  - Ongoing data collection, analysis and dissemination needs;
  - Quality assurance and improvement;
  - Wages and benefits;
  - Training, certification and career ladders;
  - Worker support and safety; and
  - Other direct service workforce related issues.

**II. Leadership**

Two Chairpersons shall serve as Co-Chairs of the Workforce Subcommittee. The Co-Chairs of the committee shall be representatives of the Ohio Department of Aging and the Ohio Department of Job and Family Services.

**III. Timing of work**

The subcommittee, at its first meeting, will review carefully the draft charter and recommend any desired changes to the ULTCS Workgroup.

The subcommittee should quickly identify and prioritize research requests that it believes are important to achieve the purpose of the subcommittee and forward these requests to the full ULTCS Workgroup.

Recommendations that will impact the submission of the Executive Budget for the 2012/2013 biennium should be identified and agreed to by the subcommittee by July 1, 2010.

#### **IV. Membership**

Membership of the subcommittee is not restricted to members of the ULTCS Workgroup. Each organization with membership on the workgroup may identify one participant for the subcommittee. In addition, other interested parties may volunteer to serve on the subcommittee. Each member of the Workforce Subcommittee, regardless of whether or not such individual is also a member of the ULTCS Workgroup, shall be entitled to one vote when voting on subcommittee business.

#### **V. Responsibilities & Objectives**

The subcommittee shall formulate action items and implementation recommendations and deliver them to the Unified Long-Term Care System Workgroup for further action.

#### **VI. Reporting Relationship**

The Chairs of the Workforce Subcommittee will report to the Unified Long-Term Care System Workgroup.