

WV Center for Nursing
Board of Directors Meeting
January 12, 2007
9:00 a.m. – 1:00 p.m.
WV Higher Education Policy Commission
Charleston, WV

Members Present: Dr. Sheila Kyle, Mary Beth Barr, Cheryl Basham, Dr. Cynthia Persily, Melissa Aguilar, Amy Campbell, Denise Campbell, Pamela Alderman, Dottie Oakes, Theresa Witt, Duane Napier
Members Absent: Vickie Parlier Jones, Janice Maynard
Guests: Jack Carte, Ellen Taylor, Bill White, Judy McGill, Lanette Anderson, Rue Hairston, Alicia Tyler, Patty Ruddick, Matt Ballard, Patty Ruddick, Laura Festa, Rebecca Davis, Angy Nixon

Minutes

I. Call to order

Dr. Persily called the meeting to order and proceeded with introductions.

II. Approval of minutes for October 6, 2006 meeting

Dr. Persily asked for additions or corrections to minutes from the previous Board meeting. The following changes were requested:

- Page 2, #4 Announcements; spell out “VA” to Virginia;
- Page 4; 1st paragraph, last software “is hard to use”;
- Page 6, 2nd paragraph, delete “how” from total amount;
- Page 7, fill-in the WV Health Care Association lobbyist name – John Mullins;
- Under X, Executive Session, change the second paragraph to read “Dr. Persily reviewed the Board’s evaluation.”

Dr. Persily asked if members had any other changes or corrections. With none forthcoming, Dr. Persily asked for a motion to approve with the listed changes. Dottie Oakes moved, Cheryl Basham seconded, and the motion passed unanimously.

III. Executive Director’s Report

A. Website

Mr. Napier reviewed the Board’s approval at the October meeting to hire a company to convert the website’s software; however there has been a delay on the vendor’s part to completing the work. The vendor has committed to getting the work completed by January 19th. However, members discussed avenues to ensure work completion and agreed to allow an additional \$1,000 on the invoice to ensure the site is completed and working.

B. Presentations

Mr. Napier informed members of the presentations and conference he has attended and his work with a designer to use the panel layout and logos for letterhead, business cards, brochures, etc.

Ms. Oakes asked if he had presented to the WV Hospital Association; Mr. Napier stated that only for the rural and small hospitals; has asked about doing a presentation at the annual conference; was told the agenda was already full. Dr. Persily stated that she and Duane met this fall with many of the stakeholders.

Mr. Napier discussed the televised interview by WOWK-TV with John Law, spokesman for DHHR. Mr. Law quoted from a report on bioterrorism readiness, in which they used data to talk about the availability of the health care workforce, which came from the 2000 federal data sample. Mr. Napier stated that the RN Board tried to dispute this data as it is not clear where the federal data was obtained or ascertained. Mr. Napier informed the members that he has contacted the reporter about this issue and a follow-up report will be aired. Dr. Persily stated that a goal of the Center is to insure that the West Virginia Center for Nursing is the best contact for nursing data information, and that the annual report needs to be released to the press; and to work on releasing different portions at appropriate times during the year.

Mr. Napier then informed the Board that he has completed the media training as approved.

IV. Announcements

Melissa Aguilar announced that the Region I Health Care Consortium is meeting on January 23rd, and requested that the Executive Director do a presentation.

Action Item:

1. Executive Director to present at the Region I Health Care Consortium.

V. Old Business

A. Board appointments and reappointments

Mr. Napier has talked with the Governor's Office staff, Scott Cosco, and Board members should be hearing something soon regarding the reappointments and appointment of a LPN representative to the vacant Board position.

B. Annual report

Mr. Napier stated that the annual report has been sent out; only have to send to the legislators. Dr. Persily relayed that when the nursing shortage reports were hand delivered to them and asked if Board members be available to do this. After discussion, members agreed to submit dates to the Executive Director so this task can be accomplished. Members also discussed adding the annual report to the website, along with a questionnaire to gather information on who is accessing the report; but with an opt-out option, too.

Denise Campbell gave an overview of a community meeting with the legislators in her area.

Dr. Persily asked how the Board wants to handle the press release. After discussion, Dr. Kyle moved that the development of a press release be assigned to the Data Management Subcommittee. Dottie Oakes seconded; and the motion passed unanimously.

C. Benedum Grant

Mr. Napier stated that this is the grant received from the Benedum Foundation to implement the CareerPace project. Jackson General, Elkins Convalescent Center and Plateau Medical have agreed to participate, which is approximately 200 RN/LPNs. CAMC has decided not to participate, but asked to be informed about the program's progress. Mr. Napier stated that he is discussing the project Sunbridge and Eagle Point in Parkersburg to see if they would be able to participate; aiming for four facilities with a total of 750 RNs/LPNs in the program. Mr. Napier stated that he hand delivered the sole source justification to the State's Purchasing Division; the project has been approved by the Office of Technology, but still need approval by the Attorney General's office. Dr. Persily gave a brief overview of the project for the guests present. Mr. Napier discussed the hiring of a coordinator for the project, who will be the liaison between AssistMed and the health care facilities. Ms. Karen Hoschar has accepted the position and holds a Masters in Nursing; worked as an educator as well. She will be working .75 FTE and will start on January 22, 2007.

Ms. Alderman asked about the sole source advertising, is there a charge? Mr. Napier said that the ad will be in the state's bulletin, and was unaware of any charge to WVCN but that he would check to be sure.

Action Item:

1. Executive Director to call state Purchasing office for cost of running bid ad in state bulletin.

VI. New Business

A. Strategic planning

Dr. Persily requested that this issue be left until the Subcommittee reports; members concurred.

B. Grant request from Midwifery Association

Dr. Persily then introduced Angy Nixon, CNM, who gave a presentation on the Perinatal Health study, which has been funded by the Benedum Foundation. In the second year of the study, they are working to find partners to help implement the recommendations.

WVCN is being asked to provide financial support for the program coordinator; provide assistance in identifying existing schools of midwifery, examine tuition and others costs of the programs; provide assistance via the Executive Director in identifying clinical practice sites for student nurse midwives; and provide the use of the Higher Education

Policy Commission's conference rooms and telephone conferencing for meetings of the LAP Advisory committee.

Dottie asked if there was a budget that would follow the blueprint and Dr. Persily asked how much funding had been set aside for the perinatal project. Ms. Nixon replied that the budget would follow the blueprint; however, the budget is not set up to separate the funds received into two specified program areas.

Dr. Persily asked who would house the program; Ms. Nixon said nothing has been established but that maybe DHHR, or HEPC, or maybe one of the medical schools, would be willing to do this.

Denise Campbell stated that some of the physicians in her area do not support midwifery; do you have a feeling statewide of the acceptance on behalf of the physicians/hospitals? Ms. Nixon stated the initial LAP program showed successful development. Her interest is to develop a "team" of health care providers; so physicians do not see nurse midwives as competition.

Dr. Persily asked what is the first step of the project, to survey the initial project participants? Ms. Nixon stated that and to get the budget information.

Ms. Oakes and Dr. Persily concurred that they would like to see that the other major partners have committed funds before agreeing to provide any funding.

Dr. Persily asked what the members thought about putting the perinatal survey on the WVCN website, as we are already doing the hospital survey.

Dr. Kyle stated that she personally supports nurse midwives program; however she doesn't see anything regarding a public education program to focus on what nurse midwives do, and that she would like to see a partnering with nurse associations before she would vote to approve funding. Also, Dr. Kyle stated that she would like to see a more in-depth financial projection for the project and what other partners are going to contribute.

After this discussion, Dr. Persily asked how the Board would like to proceed. Ms. Oakes stated that the WVCN could support the survey of the first LAP program in terms of retention and practice status, and look at in-kind contributions, such as a member participating on their advisory committee. This motion passed unanimously, and Ms. Oakes has volunteered to participate on the committee, with Duane Napier as an alternate.

Motion passed unanimously.

Mr. Napier asked that in the future, how the Board wants to handle this project. After discussion, Dr. Kyle moved that future requests be assigned to the Recruitment and Retention Initiatives Subcommittee, in collaboration with the Data Management Subcommittee, and then be presented to the Board. Ms. Barr seconded; and the motion passed

unanimously.

Action Items:

1. Executive Director will work with Ms. Nixon on survey.
2. Ms. Oakes will represent the WVCN on the Advisory Board and the Executive Director will serve as an alternate.

C. Annual Workforce meeting – San Francisco, CA, June 6-8, 2007

Dr. Persily reminded members that this is a national meeting of state nursing workforce network members, of which WVCN belongs. Last year, Duane Napier, Amy Campbell and Denise Campbell attendance was supported by the WVCN. Only information available at this time is the date of the meeting and place. Dr. Persily requested members who may be interested in attending to check their calendars and to let Duane know. Participation will be reviewed at the next Board meeting in April.

D. Application to Robert Wood Johnson 2007 Executive Nurse Fellows Program

Dr. Persily informed the members that Duane Napier has expressed an interest in applying for this program, which is a program for senior nurse executives to develop leadership skills. He is requesting support of his application. With the Fellowship comes an award of \$15,000 for leadership development and \$30,000 to support leadership project in which he can practice the leadership skills and further the needs of the home organization. The WVCN would have to agree to provide support for Mr. Napier at meetings; twice a year – 4 day meetings - and match the \$30,000 that they provide to support that program; real fund or in-kind. Typically, the organization also finds the leadership project.

Dr. Persily asked for questions. Ms. Oakes asked for funds clarification. Dr. Persily stated that WVCN would receive \$45,000; but the \$30,000 match doesn't have to be subtracted in total from the WVCN budget; as long as the funds are there. Dr. Kyle stated that the 2 days for each meeting is an in-kind contribution.

Dr. Kyle stated that we should support him; could only benefit the Center and the State. Amy Campbell seconded. Ms. Oakes stated that this is a very substantial financial investment for the Center to cover. The motion passed unanimously.

E. Presentation on Nursing Articulation Plan

Mr. Napier introduced Ms. Rebecca Davis, Coordinator of Health Sciences Technology Education from the State Department of Education.

Ms. Davis presented an overview of her involvement in the nursing shortage issues and the beginnings of this articulation agreement. The philosophies or content of current programs will not change; however, the LPN core would be extracted and put in the front of the program; so those who came in to the program with the skills wouldn't have to repeat learning those skills. Goal was two fold: one, would have an articulation of nursing status for LPNs into the RN program on a year to year match;

and be able to go into another program without repeating established, learning skills.

Dr. Persily asked for the status of the implementation. Ms. Davis stated that it has taken time to get to this point; and as of September 27, 2006, letters have been sent to LPN coordinators that by August 2007, the expectation is that implementation will start. Ms. Davis stated that Dr. Kathy D'Antoni, Vice Chancellor of the Community & Technical College system, via a memorandum of understanding, has the signatures of all CTCs that houses these programs agreeing to this implementation; doesn't make any change to what the programs are doing; just changes the process. Pam Alderman concurred.

Dr. Persily asked if there was a skills check-off list for LPN to RN. Ms. Davis stated not at this time; but might be helpful to do at some point.

Dr. Persily asked that if the plan is ready for implementation by August 2007, how the WVCN Board may help get the word out. The Center has a legislative mandate for articulation, how can we build on this.

Ms. Oakes asked for contact information on this program, i.e., who do you contact to find out information on using; Ms. Davis responded that they always defer to the individual LPN programs, but had no objection to being contacted herself. Ms. Oakes also noted that the RN to BSN component is missing. Dr. Persily stated that ADDNE is working on this. Ms. Witt stated most hospitals have a newsletter, might be able to use to get the word out. Dr. Persily suggested the WVCN website. Ms. Barr noted that all employers need this information as well. Dr. Persily suggested adding to the Data Management Subcommittee's agenda.

F. International Conference of Nurses

Mr. Napier informed the members that he, Lanette Anderson and Michelle Winters, from the WV Board of Examiners for LPNs, had submitted abstracts to the International Conference of Nurses, which will meet Japan in June 2007, both for a poster presentation and a panel discussion. Both were chosen; therefore, they are looking for funding to attend. The registration and lodging are approximately \$900 each; with airfare approximately \$1,500; for a total approximate cost of \$3,300 each; and have received pledges of support from the LPN Board and ANA. Denise Campbell and Melissa Aguilar both asked for information on the conference and offered contact information for possible financial assistance.

VII. Sub-Committee Reports

A. Advisory

Dr. Persily asked for a discussion to schedule the Spring meeting. Members tentatively decided on the 3rd week of March. Dr. Persily thanked all of the Advisory Board members present for their interest and participation.

B. Data

Dr. Persily informed the members that the annual report has been distributed, and have finalized the nurse employer's survey, which will be web-based and will also be mailed.

C. Executive. No report - has not met.

D. Nomination - No report - has not met.

E. Operations

Ms. Barr informed members that the Subcommittee has not met since September 2006. However, the budget has now been set up as a grant only fund; allows for fluid movement of funds between line items, and future individual funds. The Center currently has three funds: main budget (licensure fees), the Benedum/CareerPace project; and the nursing excellence project.

F. Planning - No report - has not met.

G. Recruitment & Retention Initiatives

Dr. Kyle is the new chair for this committee, and presented the following report.

1. Celebrating Nursing Excellence in WV. Still in progress.
2. Scholarship program. Had \$182,000 funds; maintained \$10,000 for emergency funds. Expended \$160,000 to the institutions for academic year 06-07; suggested preparing a press release as to who received the awards. Dr. Persily asked what the Board wants to do with the additional funds not expended. Dr. Kyle stated that she thought that the Board or the Subcommittee had agreed to do an assessment after each cycle to see which way the Board wants to move. Duane says holding the funds to use next year is an option.
3. Clinical placement program. Dr. Kyle referred to the memorandum developed to send to CTC Chancellor James Skidmore which needs approval from the subcommittee. Dr. Persily reviewed the program for those present. Duane stated that the pilot will be in the Kanawha Valley.

Action Item:

1. Executive Director to prepare press releases concerning the scholarship program and recipients.

VIII. Strategic Plan

Dr. Persily reviewed the December 1st Board training meeting and First Commitment Corporation presentation regarding WVCN's strategic plan. One recommendation to come out of the meeting was to reanalyze the vision, mission, and total strategic plan. Dr. Persily asked for comments, suggestions, and a discussion of the meeting and how the Board wants to

address.

Changes:

1. Add a status column;
2. Those responsible would report to the Planning Subcommittee;
3. Dollar impact needs to be completed;
4. Change action steps to goals;
5. The newly blank action steps would show the steps to achieve the goals;
6. Need to prioritize;
7. Mechanism to get the reports back to the Planning Subcommittee;
8. Change last column to Resources needed;
9. Have an actual dollar amount column.

Each Subcommittee must meet and develop the action steps and all the accompanying information; and get that to Planning.

Dr. Persily mentioned that the next large issue facing the Board is the reauthorization of the Center; which will probably start this summer to be presented at the 2008 legislative session.

After discussion, the members agreed upon a revised vision: That the WVCN will be a national model for the recruitment and retention for nurse professionals. Each committee will discuss and include with the strategic plan.

Action Items:

1. Executive Director to expand on each action item to demonstrate steps in each process.
2. Executive Director to change format of the form to be more representative of the work taking place.

IX. Legislative Issues

A. License plate

Dr. Persily asked Denise Campbell to update on this issue. Ms. Campbell stated that she had discussed with Delegate Hartman, who is developing the bill language. Also, in trying to get the signatures to show purchase interest, as requested, people want to know what is it going to look like, what is the liability issue of being identified as a nurse, how much will it cost.

Ms. Campbell stated she had an idea of how she would design it, suggests using the stethoscope currently in the WVCN logo, and change nursing to nurses. Ms. Campbell stated that there is interest to increase the basic cost of a license plate to cover other state transportation issues, which would really increase the cost of a specialty plate. Ms. Campbell requested that anyone with signatures to forward to her. After further discussion the Board agreed to request a design for the plate from Stephanie Payne, who has designed the logo.

Action Item:

1. Executive Director to speak with Stephanie Payne regarding logo representative of nursing.

X. Next Meeting Date and Adjournment

The next meeting of the WV Center Board of Directors was scheduled for April 20, 2007 at 9:00 a.m. to 1:00 p.m. Location will be announced.

Future dates; locations to be announced:

1. July 13, 2007
2. October 12, 2007.

The Advisory Board will meet; location to be announced:

1. April 3, 2007 from 11:30 to 1:30.
2. October 2, 2007 from 11:30 to 1:30.

Dr. Persily thanked all members for their work, and thanked the Advisory Board members present for attending, and asked for motion to adjourn. Dr. Kyle so moved, Cheryl Basham seconded. Motion passed unanimously, and the meeting was adjourned.

Signatures:

Chair

Date

Board Secretary/Executive Director

Date