

Minutes
WV Center for Nursing
Board Meeting
May 24, 2005

Attending: Melissa Aguilar, Pamela Alderman, Mary Beth Barr, Eugenia Basham, Amy Campbell, Denise Campbell, Shelia Kyle, Janice Maynard, Duane Napier, Dottie Oakes, Cynthia Persily. Member Teresa Witt joined the meeting via teleconference.

Not Attending: Martha Walker

Guests: Tammy Crookshanks, Celia Vanater, Dennis Taylor, Alicia Tyler, and Marilyn Bowe. J. Michael Mullen joined via teleconference.

The meeting began at 1:00 p.m., and was chaired by Dr. Cynthia Persily. The first order of business was the swearing in of the Board members by Joyce Daniels, Executive Assistant to the Chancellor, and the signing of the Oath and Certificate of Office.

Dr. Persily then began the introductions. J. Michael Mullen, Chancellor for the WV Higher Education Policy Commission, welcomed the Board and thanked the members for their interest and support.

Agenda:

I. Review of HB 4143 Authorizing Legislation

Dr. Persily gave a short overview of the history of the steps in the legislative process that brought the board into being. In 2000, the WV Legislature created the Nursing Shortage Commission to study the issues surrounding the recruitment and retention of nurses in WV. Their report was presented to the 2002 Legislature, with no action taken. The Commission then convened a meeting of stakeholders to see who could work on getting the recommendations in the 2002 report implemented. The WV Center for Nursing Board is the result of the work of the Nursing Shortage Commission.

II. Funding for the WV Center for Nursing

Dennis Taylor, Vice Chancellor for Administration of the WV Higher Education Policy Commission (WVHEPC), discussed actions already taken by WVHEPC to get the agency off the ground. WVHEPC will provide office space, will share data, and will work with the Board to help meet its mission.

The WV Center for Nursing will be a stand alone state agency, supported by licensure fees charged to all registered nurses and licensed practical nurses. A special

revenue account has been set-up. Mr. Taylor stated that he saw the need for several important steps to be taken: 1. Elect a chair. 2. Get FEIN for tax purposes. 3. Insuring the agency through BRIM; 4. Start payroll process and work with getting PEIA and retirement in place. The most important step; however, was to elect a chair, because of the need of an official signature to complete steps 2, 3 and 4.

Mr. Taylor also noted that, according to the legislation, the Board is required to allocate 1/3 of its budget, by January 1, 2006, for a scholarship or loan program. He believes that the law will be met, if the Board has a plan in place by then, and starts expending the funds in the Fall 2006.

The Board then reviewed office space and staffing issues. The WVHEPC has offered the use of office space for the Executive Director. A motion was made by Pamela Alderman to accept this offer and was seconded by Shelia Kyle. The motion passed unanimously.

Mr. Taylor stated that it will be necessary to advertise for staff for the office, first hiring an Executive Director. Secretarial support, on a part-time basis, has been offered by the WVHEPC. The Board agreed to accept this offer, and will advertise for an Executive Director.

III. Election of the Chair of the Board

Cynthia Persily then asked the members if they wanted to go ahead with the election of a chair from the group.

Shelia Kyle nominated Cynthia Persily. This nomination was seconded by Denise Campbell. The motion passed unanimously.

IV. Planning for Work of Board of Directors in Opening Agency

Cynthia Persily then directed members to information in their packets regarding mission statement, bylaws, budget, and job description for an executive director, which she had found that other states had used, and that the Board may be able to use to start to develop these items for the WVCN.

Dottie Oakes gave an overview of the North Carolina Nursing Center. Ms. Oakes formerly served on the NC Center for Nursing Excellence Committee. The WV legislation, and therefore WVCN, was based upon the North Carolina model.

In regards to budget, the funding for the center will roll over each year; it will not expire. Right now, the funds will be transferred from the respective board. The RN licensure fee will be transferred to the WVCN by December 31; and the LPN licensure fee after June 30. This is based on their license renewal cycle.

Dr. Persily then discussed the process by which the Board would prefer to begin work on the many tasks facing them.

Mr. Dennis Sherrod, who was formerly director of recruitment and retention for the North Carolina Center, will be the presenter at a meeting already scheduled by the WVU HSC on June 12th. Dr. Persily stated that, if the Board wanted, she would work with him to see if he would be willing to meet with the Board, to give them his expertise and experiences in the development of this type of agency. Dottie Oakes agreed that it would be wise to piggyback onto this meeting, instead of incurring a separate cost.

It was agreed that Dr. Persily would contact Mr. Sherrod to set-up this meeting. The date decided upon was June 12th, possibly at 1:00.

Discussion then turned to how and when to begin work on the other tasks. It was then agreed that the Board would schedule a full-day retreat. After a brief discussion, Dr. Persily stated she would get together some dates and send out an e-mail to the group to get a sense of when to schedule the meeting. Also, she stated that it would be helpful for the group to have copies of the Nursing Shortage Commission Reports; presented to the Governor in 2002; and the updates of 2003 and 2004.

Discussed next was the development of the scholarship and loan program. Beginning January 2006, 1/3 of the funding of the WVCN – about \$90,000 must be devoted to scholarships and/or loans. Dr. Persily noted that there was an attempt in the 2005 session to amend the legislation to include loan forgiveness, which wasn't successful, as the Legislature preferred to make no changes until the Board was in place. Mr. Taylor stated, however, there is no impediment to using the funds for loan forgiveness.

Dennis Taylor and Alicia Tyler then gave brief overviews of three scholarship programs that WVHEPC already administers. Dottie Oakes asked which type of program was better – centralized or decentralized. Mr. Taylor stated he felt that the decentralized was better, i.e., the funds are provided to the institutions for disbursement. Mr. Taylor stated that the institutions have a better understanding of the full financial picture of the students, which could not be gathered by the submission of applications to a central office.

A question was also asked about the hospitals matching the scholarship/loan, which is done in other recruitment and retention programs.

Melissa Aguilar stated that there are many other funding streams which can be partnered to maximize funds.

Cindy Persily asked if it would be helpful to have a presentation on the various program. Dr. Persily asked Alicia Tyler if she could supply information to the Board in this area; which Ms. Tyler agreed to provide.

Dr. Persily also stated that the Board must decide the focus for the funding: either financial aid or recruitment and retention.

There was a discussion about the hospitals supporting training for non-traditional students. One member, who is still in training, expressed frustration about taking classes not targeted to the health care field.

Eugenia Basham stated that in her experience, that nursing courses were not transferable between institutions, and wanted to see if that could happen.

Cindy Persily stated that transferring of credit for courses between institutions was looked at about two years ago, and thought that it was happening. However, this is an area that the Board, by the authorizing legislation, is charged with (#14).

Next, there was a brief discussion about how there is no one place for nursing information, i.e., cost, placement, career path, loan/scholarship programs, or what the hospitals support.

V. Adjournment

Dr. Persily stated that members would be polled for dates for a retreat and the Nursing Shortage Commission reports would be located and copies provided to all the members.

The meeting was adjourned.