

West Virginia Center for Nursing

Board of Directors Meeting
January 16, 2009
WV Higher Education Policy Commission
President's Conference room, 9th Floor

Minutes

Present: Mary Beth Barr, Cynthia Persily, Duane Napier, Melissa Aguilar, Cheryl Basham, Amy Campbell, Connie Cantrell, Dottie Oakes (phone), Denise Campbell (phone), Shelia Kyle (phone) and Pam Alderman (phone).

Guests: Rose Anne Michaels, Bill White (phone), Rue Hairston (phone), Lanette Anderson, Linda Tieman (phone) and Michelle Winters,

I. Call to Order

II. Approval of Minutes. October 17, 2008.

Corrections/editorial amendments were noted for revision.

MOTION: M. Barr moved to approve minutes with corrections, P. Alderman Seconded the motion. MOTION APPROVED.

III. Executive Director Report

A. AARP- Meeting

C. Persily, D. Napier, S. Kyle and R. Michaels met with members of the local AARP chapter to discuss ideas and possible partnerships/projects in the future.

B. Nursing Capacity Summit

The Nursing Capacity Summit will be meeting in February. As recalled, fifteen out of all the Centers for Nursing that applied were given the opportunity to participate. The West Virginia Center for Nursing was not one of the fifteen chosen. However, all that applied are eligible to attend the Summit. J. Kranz (representing the Nursing Association), T. Witt (representing ADDNE), D. Napier (representing the West Virginia Center for Nursing), G. McDaued (representing AARP) and P. Alderman (representing Higher Education) will all attend the Summit in February.

C. Taking the Long View Conference

The conference will take place from March 25-26, 2009 in Biloxi, Mississippi. It was asked that those wishing to attend, inform the Executive Director. In the past three board members and the Executive Director have attended.

Abstracts are currently being submitted along with registration. The Board suggested submission of the Aging Workforce Grants Program.

D. State Journal

The State Journal contacted the staff to see if the Center would like to place an advertisement to promote the Center and/or an abstract for their publication for the January 30, 2009 publication date.

RECOMMENDATION: To change previous advertisement and insert an article/abstract for the State Journal. C. Basham moved, M. Barr second- ACTION APPROVED.

IV. Old Business

A. Appointment/Reappointment of Board of Directors from June 2006 Update and Progress

No updates since the previous Board of Directors Meeting.

B. Appointment/Reappointment of Board of Directors from June 2008 Update and Progress

No updates since previous Board of Directors Meeting. The Executive Director will write a letter to the Governor reminding him of the reappointments.

V. New Business

A. Appointment of Committee Chairs

All previously appointed chairs will keep their positions. S. Kyle will chair the Recruitment and Retention Committee, C. Persily will chair the Data Committee, Planning Committee will be chaired by D. Oakes, and Operations Committed will be chaired by M. Barr.

B. Appointment of Education Planning Committee

P. Alderman will chair the Education Planning Committee with M. Winters, S. Kyle, M. Aguilar, and C. Persily all serving on this committee.

C. Appointment of members to Research and Data Committee

Changes were made to the make up of many of the committees:

Recruitment and Retention: S. Kyle (chair), C. Cantrell, P. Alderman, D. Campbell, A. Campbell, L. Anderson.

Data: C. Persily (chair), C. Basham, M. Aguilar, D. Oakes, M. Barr

Planning: D. Oakes (chair), C. Basham, J. Maynard, A. Campbell.

Operations: M. Barr (chair), C. Cantrell, and D. Campbell.

D. Attendance at Meetings

Please continue to RSVP for all meetings. Attendance is essential for the progress of tasks for the Center staff.

VI. Committee Reports

A. Advisory

1. Meeting Scheduled for March 10, 2009.
2. Write Agenda

Discussion was held on asking a speaking to attend the March meeting. The speaker could discuss the topic of effective collaboration.

It was also recommended that posters displaying the progress the Center is making be displayed again at the meeting.

B. Planning

1. Strategic Plan

Goals were completed into the year 2011. Revisions were made to the present plan.

MOTION: C. Basham moved to approve Strategic Plan with corrections. P. Alderman seconds the motion. MOTION APPROVED.

C. Research & Data

1. Annual Report 2007

The latest Annual Report has been uploaded to the website and has gone out to everyone but the 2009 Legislature. The staff is awaiting the contact information of the new Legislature before sending out their copies.

2. RN Faculty Survey 2008

The 2008 survey has been completed. The staff is presently completing a data analysis.

3. LPN Faculty Survey 2008

The 2008 survey has been completed. The staff is presently completing a data analysis.

4. Nurse Employers (Acute and Long Term Care) 2008

The survey is currently at a 25% completion rate at this time and more data is being collected at this time.

5. RN/LPN License renewal- Minimum Data Sets

Reports are being created off the information obtained from the minimum data sets from both the RN/LPN License Renewal information.

D. Executive

No report.

E. Nominations

No report.

F. Recruitment and Retention Initiatives

1. Current R&R projects

a. Nurse Residency Program

A grant proposal was submitted to HRSA and it is currently awaiting approval or denial.

b. Nursing and Nursing Related Careers Handbook

A 5x8 spiral on the side handbook with CD and online editions will be made available once published. The handbook needs one more revision before publication. Suggested amendments were given to correct language and other possible venues to list for user information. This handbook will be sent to schools and human resource recruiters as well.

RECOMMENDATION: To go to press with suggested edits. MOTION APPROVED.

c. careerPACE

Is now a completed project with the final report has been approved by the Bennedum Foundation.

d. Junior Nurse Academy

The academy is currently designed as a three day event for middle school aged students. It is designed so that sponsors may mold and follow a purposed schedule to hold this event. Forms have already been developed by the Center staff. The underlining mission for this academy is to spark interest in students to go into nursing.

e. Articulation

The Articulation subcommittee is currently working on bringing Dr. C. Tanner to come to West Virginia to hold a speaking engagement.

f. Principles of Magnetism

Is a project in the planning stages that will bring the principles together and share them with all facilities so that they may strive for magnet-based concepts.

g. Scholarship Programs

The staff reported issues relating to the paperwork and the schools. It is hoped that these minor issues will be addressed for the 2009-2010 Academic Year.

h. Clinical Scheduling Program

The Center took over the program as of the 2008 Academic year. Documents have been sent to the schools in the area requesting their preferences for the Fall 2009 semester.

Bids were submitted to the Executive Director for the on-line program based on the Maricopa County version. It was asked the Executive Director move towards obtaining references from those sources and then choosing a vender.

i. 2009 Celebrating Nursing Excellence

A meeting for this subcommittee was held on January 13, 2009. It was decided to make the gala a black-tie/formal event with a possible speaker. The location will be Charleston, WV with the date of October 27, 2009. The committee would like to present 100 awards. It is hoped to find sponsors to help offset the costs. Committees will be formed to handle the topics of: Selection, Funding, Public Relations and Programming. A second meeting will be held on January 27, 2009.

j. Aging Workforce Grants

Quarterly reports have been submitted to the Center. All three projects are in the planning stages and are hoped to be implemented soon.

k. "Passion for Nursing" Video Contest

Is a project in the planning stages. The contest would allow for people to submit video entries around a suggested theme about nursing. It would be hoped that the winning video could be shown and the winner receive their prize at the gala.

l. Marketing Project Handout

A handout is currently being created to promote the Center and all the current projects.

G. Operations

1. Budget report for November 2008-2009

There are issues being had with the forms being completed by the schools. It is hoped that all issues will be corrected for the upcoming 2009-2010 academic year.

2. Benedum – careerPACE report

The grant is completed with the final report has been approved by Benedum.

3. Clinical Scheduling Program proposals

Three bids were received. It was recommended by the committee to continue to get references for Crystal Link and Rush Run before selecting which bid to accept.

4. Marketing Intern

The search for a marketing intern is still on-going.

5. HRSA Grant

A HRSA grant has been submitted to offset the costs of the Junior Nurse Academy.

6. Nursing Careers Handbook Costs

A bid was submitted from Prison Industries to print the handout.

RECOMMENDATION: Prison Industries to print the Handbook. **MOTION APPROVED.**

H. Statewide Educational Planning Committee

1. QSEN Project

The Center will be bringing in Dr. Disch to speak in February at the Days Inn located in Flatwoods, WV. Invited to attend

her discussion entitled, “Making Never Events Happen Never” were: RN schools and faculty, LPN coordinators, LPN/RN/WVCN Board Members, Quality staff members and Directors of Nursing.

Food, rentals, and speaker costs will be sponsored through a grant from the Robert Wood Johnson Fells Project. The estimated budget for this event is \$26,000.

I. WV WorkForce Development Report

The Executive Director has been active in the Health Care Consortium.

Healthcare Reports will be sent to Board Members on a compact disc.

There were approximately 1,200 layoffs in the Region One area since the last report.

VII. Legislative Issues

A. WV Center for Nursing Performance Review

The Center is currently ready for the review.

VIII. Strategic Plan

IX. Announcements

Please remember to RSVP for all meetings.

X. Next Meeting Date and Adjournment

April 17, 2009 @ 9:00 AM