

**WV Center for Nursing**  
Data Management Committee  
September 12, 2007 at 3:00 p.m.  
WV Higher Education Policy Commission  
President's Conference Room; 9<sup>th</sup> Floor

**Minutes**

**Present:** Duane Napier, Dr. Cynthia Persily, Cheryl Basham and Melissa Aguilar (via teleconference)

**Absent:** None

**Guests:** Karen Hoschar

I. Call to Order

Dr. Persily, Chair, called the meeting to order.

II. Approval of Minutes

Dr. Persily asked for any changes or corrections to the minutes of the July 2<sup>nd</sup> and August 15<sup>th</sup> meetings.

With no changes or corrections, the minutes were approved as written.

III. Executive Director's Report

Duane Napier stated he would provide his information on the topics through the agenda.

IV. Old Business

A. Employer survey

Mr. Napier stated that 500 surveys were mailed and 94 have been received and he has made contacts to request that the surveys be completed. The survey will be included on the website so it can be completed on-line. After discussion, members agreed that the deadline would be extended to September 30<sup>th</sup>. Ms. Basham requested that years of experience be included on the next survey.

Mr. Napier stated that he has requested a link on the Center's website for Board members to be able to access meeting materials.

B. Minimum Data Set results from RN/LPN Boards

Mr. Napier stated that the majority of the surveys have been entered and received approximately 2,900 responses. RNs will complete the survey with their on-line renewal, and the Center will have access.

V. New Business

A. Aging Workforce Research Grant

Mr. Napier provided information to members regarding this grant.

B. Annual Report 2006-2007

Mr. Napier stated that he is collecting data and will use same format. Dr. Persily stated that the annual report needs to be ready before the legislative session starts in January.

C. Scholarship Program

Members discussed the student evaluations and the data received, and Duane Napier briefed members on the decision of the workgroup on what type of programs will be offered.

VI. Strategic Plan

Mr. Napier stated that the Committee is meeting its data collection responsibilities.

VII. Announcements

Mr. Napier stated that there is a new CRNA representative on the Advisory Committee; however, Bill White also wishes to continue attending.

- October 16<sup>th</sup> Board meeting.
- October 17<sup>th</sup> Aging Workforce conference
- October 18<sup>th</sup> Celebrating Nursing Excellence

VI. Next Meeting Date and Adjournment

The next meeting of the Data Management Committee is scheduled for November 14, 2007 at 3:00 p.m. Agenda Item: review of annual report. The meeting was adjourned.

**Signatures:**

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Executive Director**

\_\_\_\_\_  
**Date**