

WV Center for Nursing
 Operations Committee
 Friday, March 11, 2011 at 9:00 am
 President's Conference Room, 9th Floor
 WV Higher Education Policy Commission
Minutes

Present: Cyndi Persily, Duane Napier, Mary Beth Barr & Connie Cantrell

Absent: Pam Alderman

Guest:

Agenda Item	Discussion	Action
I. Call to order		The meeting was called to order by M. Barr
II. Approval of minutes, December 10, 2010	<p>Corrections to clarify the exact amount of monies collected for the Nursing Scholarship & Excellence Gala were made</p> <p>Correct HRQ grant to AHRQ, the proper title</p> <p>Correct 'account' to 'grant' in reference to the RWJ grant monies.</p>	<p>MOTION: to approve minutes with noted corrections (C. Persily).</p> <p>2nd: C. Cantrell</p>
III. Old Business		
IV. New Business		

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A. November 2010 Budget Report	<p>No negative balances in the primary grant for November were reported. It was noted that there is a negative balance that appears in all the reports leading into February's report. This has been corrected by finance. It was an issue with the formula and was inaccurate indication. There are no negative balances.</p> <p>The unbudgeted amount for the scholarship program is also incorrect and has since been corrected for the future reports starting in February.</p>	
B. December 2010 Budget Report	<p>No negative balances in the primary grant for December were reported.</p>	
C. January 2011 Budget Report	<p>No negative balances in the primary grant for January were reported.</p> <p>The two RWJ grants were shared with this month due to activity in the accounts.</p> <p>Staff shared a narrative about what the</p>	

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<p>D. 2011-2012 Proposed Budget</p>	<p>Center pays each month per employee. A narrative about the budget will now be written monthly.</p> <p>Some line items will show a decrease from the previous years due to lack of use of the budgeted funds. That money will now be moved to the unbudgeted funds.</p> <p>It is estimated that \$90,000 will be carried over to this budget.</p> <p>RN & LPN renewal monies are based off the 2010 numbers since the 2011 numbers are not available at this time.</p> <p>There will be a transfer of \$6,000 from the monies remaining from the 2010 Gala.</p> <p>Line items 001 & 002 shows increases and no increases due to the pending legislative action for all State Employees receiving raises.</p>	<p>MOTION: To approve proposed budget to go before the Board of Directors with the knowledge there are recommendations coming from the Recruitment and Retention committee regarding the 2011-2012 Scholarship Program.</p>
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<p>E. 2011-2012 Proposed Scholarship Funding from Recruitment & Retention Committee</p> <p>F. Travel for ED to National Nursing Workforce Meeting for Strategic Planning for the Forum</p>	<p>Documents shared that indicate the ineligible schools, schools not participating (due to no paper work, not being able to due to administrative rules, lack of interest/need, etc).</p> <p>Numbers were shared for the remaining scholarship monies for the 2010-2011 academic year. In addition to the estimated carryover from this academic year the 2011-2012 year will be over \$200,000.</p> <p>Travel authorization for the meeting was shared.</p>	<p>Recommendation: That Recruitment & Retention review how the schools apply for funding and what makes a student eligible for scholarship opportunities.</p> <p>MOTION: to approve travel (C. Persily) 2nd: C. Cantrell</p>
<p>V. Strategic Plan</p>		

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<p>VI. Announcements</p>	<p>The QSEN Conference in Milwaukee is on budget and this year 10 people will be attending.</p> <p>The Center's QSEN Conference in April with Amy Burton as the guest speaker is also on budget and currently has over 30 registered attendees.</p> <p>The Center has again, reached out to local colleges/universities to find a potential marketing intern to help develop a marketing plan. It was suggested to share this at the Board of Directors meeting.</p>	
<p>VII. Next Meeting Date and Adjournment</p>	<p>The next meeting is scheduled for Friday, June 10, 2011 at 9:00 am in the President's Conference room at the offices of the WV Higher Education Policy Commission.</p>	<p>MOTION: to adjourn (M. Barr) 2nd: C. Cantrell</p>