

**WV Center for Nursing**  
Recruitment & Retention Committee  
Friday, October 2, 2009 at 1:30 pm.  
WV Higher Education Policy Commission  
President's Conference Room; 9<sup>th</sup> Floor

**Minutes**

**Present (By Phone): Pam Alderman, Sheila Kyle, Connie Cantrell, and Duane Napier**

**Guest: Rose Anne Michaels**

**Absent: Amy Campbell and Denise Campbell**

- I. Call to Order
- II. Approval of Minutes, August 7, 2009.
  - A. Corrections to the misspelling of Pam Alderman's name in the listing for those present.
  - B. Correct the word 'purse' to 'pursue' under new business.

MOTION: To accept minutes with noted corrections

P. Alderman

2<sup>nd</sup>: C. Cantrell

- III. Old Business
  - A. Clinical Scheduling Program  
Spring 2010 clinicals are being scheduled. A luncheon for any possible scheduling overlaps will be held on October 28 at the Center. A few technical aspects are being corrected on the website to make it more user friendly.
  - B. Gala  
The committee work appears to be complete. Letters and tickets have been sent out. The program is being worked on at this time. At the date of the meeting there are 168 people who have already responded to the RSVP.
  - C. Junior Nurse Academy  
All plans, documents and forms are ready for implementation of the Academy.
  - D. Nursing Careers Manual  
Copies are still available per requests of the community. The staff continues to take them to events when they are invited. We have

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asked the facilities and schools to contact the Center to inform us if any of the information in this edition is outdated before work on an update is started.

#### E. Nurse Residency Program

Handouts, compact discs, and PowerPoint slides have been created for the staff to present to facilities that are interested in the program. There are approximately five that have already expressed their interest in participating in this program.

#### F. Passion for Nursing Video Challenge

Packets of information have been created and are ready for those who request them. Many packets have already been sent to those expressing interest. A reminder campaign needs to start around the holidays to regenerate interest for the program.

#### G. Career Health Fairs

No new fairs have been attended by the staff at this time.

#### H. 2009-2010 Small Grants Program

The topic for the grant program will focus on the health of the nursing profession. The Center will partner with the West Virginia Nursing Association for this program. No formal committee has been formed. It has been suggested that Sheila Kyle chair the committee.

#### I. Scholarships

Monies are in the process of being disbursed. At this time the LPN Teaching Certification Scholarship monies have already been utilized. Other scholarship programs are starting to receive applications.

### IV. New Business

#### A. Meeting to Evaluate Gala Nomination Forms

It was suggested that the committee meet face-to-face at the beginning of the year to review the current gala nomination form, scoring, and instructions.

### V. Strategic Plan

The Center Staff will focus on the goals of the Strategic Plan after the Gala work has been completed.

### VI. Announcements

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VII. Next Meeting Date and Adjournment

The next meeting is scheduled for Friday, December 4, 2009 at 1:30 p.m.

Note: The committee date was changed to Thursday, December 3, 2009 by the committee chair due to a conflict.

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Chair

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Date

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