Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
11:00 am	**Welcome and Introductions**	Members brought to focus	Linda Zorn, Barbara Brock, John Cordova, Ann Durham, Lyla Eddington, Jeanine Estrada, Jessica Filice, Valerie Fisher, Brenda Fong, Cynthia Harrison, Shari Herzfeld, Sue Hussey, Mary O'Connor, Trudy Old, and Natalie Ray
11:05 am	**CCCCO Updates** 1. General updates 2. Project Monitoring 3. Budget 4. Legislation 5. Other	Bring HWI directors up to date on current news from the Chancellor's Office.	Few have a facesheet. If you haven't heard from your project monitor, contact them. Could Chancellor's Office rethink the extensions, since we only have 6 months to spend the SB 1070 funds? New RFA, 1070 funds go out in a few weeks; Regional and sector not individual, may go to the consortia, 12.6 Million. Reporting; Qtrly reports due at the end of October. There will be an online reporting with financial, narrative and some "DCS" like questions. Could the chancellor's office create a webinar to make sure we are doing it the right way? SSN- don't worry about collecting the SSN#, the Chancellor's Office cannot ask for SSN#s for past meetings. IDRC $200,000 grants will be going out. Staffing; Erin Larson is no longer with the Chancellor's Office, PA2 position just posted. Rita Levy, Nancy Borges, and Brenda Fong are still here; Joanne and Mary Ann transitioned out. Julia Blair has replaced Jonathan Lee supporting EWD in legal.
11:30 am	**Updates** 1. Newsletter 2. 3CNAC 3. COADN 4. CCCAOE 5. Community Paramedic 6. Partnership with CHA and COE 7. Quarterly Reporting 8. Event Tracker	Provide update on various meetings and projects.	Newsletter is in progress. Will distribute electronically Need to evaluate what the 3CNAC group needs to accomplish. Is this the best use of our resources? Main focus needs to be on speaking with industry. Need some programs to implement the Ambulatory Care Curriculum. The group needs to be the eyes and ears for all of us. Spoke about pre-reqs alignment, CA Action Coalition. Which community colleges are advancing ten students BSN or MSN. ISSUE: Baccalaureate degree study group. Formed through consultation council. HWI gets one rep. Marshall Alameida was appointed. Your own CEO could contact Brice Harris.

Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
			COADN, importance of people going? We don't need to go each time, just rotate. In the south, they elect the DON and Asst. DON, so they change often. October 2-4 Conference, Linda is funding speaker Kathy Espinoza and travel for Bridget Heyne, Judith Berg and Mary Dickow. CCCAOE, If you are located in the south go to the south conference, and the north to the north. SNs and regional chairs must go, not DSNs. Community Paramedic, prime for a career ladder/stackable credential. Will keep you posted. Point of the pilot project is to suspend the scope of practice and will collect data for six years. Partnership with CHA, HWI, UCSF, CINC and COE. We are creating a joint survey. HWI will do Ambulatory Care, LTC and possibly free standing labs. Regionally, need help with funding. Clarification with Debra Jones if we can use 1070 funds Event Tracker, schedule a conference call. It is in beta form.
12:30 pm	**Lunch**		
1:15 pm	**Medical Assistant Curriculum** 1. Faculty implementation workshops 2. Interim curriculum formatting 3. Additional curriculum a. Ann's project b. Chronic Disease c. Refresher Course for certification exams d. Other	Develop implementation strategies for the Medical Assistant Curriculum.	MA Curriculum almost complete Faculty implementation Workshops. Bring interested faculty together to present the curriculum. Include the ROPs and Adult Schools. Show faculty what's different, and get them excited. Workshop locations and estimated times; LA - spring. Regional MA advisory meeting (vitelink is bringing it together) - October (Mary). Cynthia Bay - Sept. 20th meeting. San Diego - October. Valerie (Adult and ROP Schools) - late spring. North and Far North can do one on one sessions. Trudy to present to HANC. John: more ROP focused, spring. Present at the MA conference in the spring? Interim curriculum formatting. Put it on website as is while Dan finalizes format. Customized Curriculum to be put under the resource tab.

Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
			Clinics set their own hiring standards; they could have a more rigorous screening process to get better MAs. We need to take existing MA's and get them certified. Certification Prep (Refresher course) online? Writing the certification review course. (may be done by the end of January)
1:45 pm	**Regional Consortium Connections** Discussion of status and strategy for working with Regional Consortium.	Develop strategies for effective collaboration with Regional Consortia.	Educate regional consortia, if they are too directing let your project monitor know. Linda, will be at one meeting for each Consortium.
2:15 pm	**Prep for Advisory Committee Meeting** 1. Introduction of DSN's 2. Other	Guidelines and expectations for Advisory meeting participation.	Monthly report for the Advisory committee? Wait to see what the report from the chancellor's office comes up. Intro of DSNs first, give the things they are working on unique to their region. **Trudy**; Three nurse specialty trainings coming up. NorCal Science Teacher Collaborative, CNA training projects with industry **Sue**; Convening SCOE, Rad Tech **Valerie**; CT imaging work with hospitals. **Cynthia**; OSHPD, Mental Health, CNA testing center, **Ann**; Welcome Back Center, Customized MA curriculum, Starla Ewan workshop series. **Barbara**; CC project, gather info from employers and graduate those employed in the area, how many employees. Meeting with Hospital council in the area. Connecting with 15 colleges and working with medical clinics. **John**; Needs Assessment, connect with region, community clinics, MA needs/certification, Men in Nursing, MLT/CLS Lab convening. **Shari**; Needs Assessment, Nursing Advisory Committee (Regional) (model/best practice). **Lyla**; partnership with LA area chamber of commerce. Community clinics meeting. **Mary**; New Grad Transitions Programs hire rate is has dropped from 80% to 75% if all So Cal programs included. Rate is still 80% for OC programs only. Med Surg Certification Prep, MA Regional Advisory (education, industry, then topics of interest) meetings being held in the evening so that industry will attend (won't be at work.)

Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
2:30 pm	**Deputy Sector Navigator Discussion** **Where is everyone? What have you done?** **1.** Far North – Trudy Old **2.** North (Greater Sacramento) – Sue Hussey **3.** Bay Area – Cynthia Harrison **4.** Interior Bay Area – Barbara Brock **5.** Central Valley – Valerie Fisher **6.** South Central Coast – John Cordova **7.** Los Angeles – Shari Herzfeld **8.** Orange County – Mary O'Connor **9.** Desert/Inland Empire – Avante Simmons 10. San Diego/Imperial – Ann Durham	Open discussion on progress. Opportunity to ask questions.	Far North – Trudy Old, 7 colleges Combined advisory meeting, need to build industry. Advanced admin role modeling opportunities. ACNL mentorship. Directors and assistant directors want online curriculum design, RN Grad Transitions, CNA Testing Center, HASPI and realigning the Common CORE. North (Greater Sacramento) – Sue Hussey, 8 colleges Sacramento COE meeting, faculty collaborative, Diagnostic Medical Sonography, Radiologic Technician, Occupational Therapy Assistant program, Script Your Future medication adherence national program and Community Paramedic. Disseminate the Allied Health Learning Community curriculum. Linked learning Initiative; community colleges can apply. Collaborate to create linked learning pathways. CDE is putting it out, collaborate with K12. Bay Area – Cynthia Harrison, 13 colleges CNA testing sites, OTA program, Mental health interest team (9 groups) OSHPD, MSHA Advisory Committee, CIMH, Subcommittee pathway, CNS to NP. High school pathway 200 7th grades to mental health career fair. Medical Magnet. What is our role in developing program? Labor market surveys with industry and other college programs in the area so no duplication. Other grant resources, fund faculty to develop curriculum for their own process. Maybe provide some seed money. Connect them to resources, look at the Doing What Matters. Connect colleges to industry. Interior Bay Area – Barbara Brock, 15 colleges Connect with colleges, Contra Costa Project, CTE/Health North Bay Collaborative; connecting the colleges together. Joint advisory committee with Cynthia. Central Valley – Valerie Fisher, 14 colleges Focusing on newer directors, CT training program at Merced College. Inventory of all nursing programs. CNA-BSN level, hiring problem. Transitional programs, how

Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
			can we sustain programs when funding is gone? Maintain career ladders program. South Central Coast – John Cordova, 8 colleges Meet with the colleges. CEO/CIO/Deans meeting focused on Doing What Matters. Hosting a deans and directors meeting. Work on identifying needs. CNA testing center, Working with SBDC, MIN is being pushed back to January. Community clinics, MA certified, provide MAs with supervisory skills modules. MLT/CLS meeting needs. H.S districts and career coaches/job shadowing workshop day. Los Angeles – Shari Herzfeld, 18 colleges Linking with hospital council. Working on Starla Ewin Workshop, nursing advisory, internship program for high school students and computerized information tech program. Orange County – Mary O'Connor, 5 colleges Specialty programs, new grad programs. Revamp of critical care program to focus on student interaction; 25% lecture and 75% interactive. Mental Health Service Act (MHSA). Saddleback wants to start Ambulatory Care RN program. OCC career exploration for allied health programs (Vitallink). Med Surg prep course. CNA curriculum. Mini projects out to region. Maybe PCA program with Lyla. Working on advisory meeting, but competing with (college advisory meetings) for industry, could collaborate on one meeting? San Diego/Imperial – Ann Durham, 9 colleges Working on the Welcome Back Center, MA curriculum/Customized curriculum, teaching strategies workshop with Starla Ewan, MIN, Ambulatory Care program, Certified Emergency Nurse Review course (CEN). Desert/Inland Empire – Avante Simmons – Not present
4:00 pm	**HWI Projects** 1. Starla Ewan Workshop series	Discussion of grant targets and deliverables.	Starla Ewan Workshop series title: Effective Teaching Strategies to Improve Student Success. 6 days @ $15,000. Each site coordinates their own venue and food. $50 per person charge. Can use 1070 funds if we focus on whole spectrum, H.S., ROP,

Health Workforce Initiative
Directors Meeting Agenda
September 12, 2013 11:00 am – 5:00 pm
Hawthorn Suites
Sacramento

Recorder: Jessica Filice **Initiative Director: Linda L. Zorn**
Timekeeper: Mary O'Connor
Participants: HWI Directors, Project Monitor, and Initiative Director

	Agenda Item	Goal	Action/Discussion
	2. Ambulatory Care RN 3. CNA		Community Colleges. Save the date flyer needs to go out now. Starla will mail a box of supplies to each person in advanced. Topics of discussion include flipped classrooms, clinical workshop, etc. Another possible statewide workshop; Keith RN, test instruction.
4:30 pm	**Other**		2014 Northern CA Nursing CE Conference is the last year at the Asilomar site. Nextvista.org, Rushton Hurley, Technology in the Classroom. Look at him for COADN North and Asilomar. National ADN (NOADN) comprised of faculty not directors. Totally separate from COADN. Websites: EWD website is not going away, could update EWD website. (Doing What Matters site is internal only.) External communication just use HWI. HWI business cards, we can order them for you CNA, software, putting together a proposal and cost. See something previously developed so we can get the right person. ICD 9- code
5:00 pm	Adjourn		Next conference call is October 14th