

December 13, 2013 1:00 pm – 3:00 pm Health DSN Conference Call

In Attendance:

- Sector Navigator; Linda Zorn (facilitator)
- Deputy Sector Navigators; Barbara Brock, John Cordova, Ann Durham, Lyla Eddington, Valerie Fisher, Cynthia Harrison, Shari Herzfeld, Sue Hussey, Mary O'Connor, Trudy Old and Avante Simmons.
- Center of Excellence; Laura Coleman and COE directors
- Chancellor's Office; Brenda Fong and Katie Gilks
- CWIB; Moreen Lane and Javier Romero
- Jessica Filice (recorder)

1. Center of Excellence (COE)

- a. Statewide survey with California Hospital Association (CHA) and UC, San Francisco.
 - i. CHA sends quarterly online surveys to collect peaks and valleys and trends in the hospitals.
 1. They are allowing COE to help formulate questions so our data points match up.
 2. Estimate we will get their portion of data in early march.
 - ii. External survey for healthcare professionals/employers in all regions (COE portion of survey).
 1. Lots of different occupations.
 2. Focus on labs, ambulatory care, and long term care facilities.
 3. COE uses a call center that encourages online survey or walks them through survey over the phone.
 4. Drafting the survey and questions now.
 5. Estimate the questions to be done the 2nd week of January and a mid to late January launch of survey.
 - iii. If you would like to request something specific, then contact your local COE director. If not you don't need to do anything.
 - iv. Linda will let you know how much the survey will cost.

2. CWIB; see attached document [here](#). Expect a January deadline date for survey.

3. CCCCCO Update

- a. New grant opportunities released and Due Jan 30.
- b. Bidders conf. Jan 7th.
- c. SB 1070 apps received. Would like to get everything to board in Jan.
- d. Northern Coastal and Northern Inland; April Lovan-Martinez is no longer monitor. Sharon Wong is now project monitor.
- e. 2nd qtrly reports and event manager due Jan. 31st.
- f. Extensions until Dec 2014 for both funding sources.
- g. New staff coming on in January.

4. Reporting

- a. Launch board/Event Manager; any reporting to meet grant requirements can be done thru quarterly reporting. In order to submit SSN you have to have informed consent form signed. Entering nothing into event manager until Q1:

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- b. Informed consent form is on the event manager website.
 - c. Unless we can guarantee our systems are secure, cant capture SS#s; destroy any SSN you have collected so far.
 - d. To report on individuals need to collect their first name, last name, DOB, and Gender.
 - e. LZ asked for training for DSNs on event manager and launch board.
5. Professional Development Update
- a. Starla: paper towels would be great to have, don't worry about the table cloths or roundtables/classroom style. Nothing is rigid and she'll work with what we have at each location.
 - b. Keith RN: Mary has him booked in OC. Ann has booked him in SD. NFN and Bay interested.
 - c. ATI: Starts Jan 1. For those who responded with the number of codes they wanted. Each individual will need a code. Cannot share codes between people; CE goes to one individual. \$120 per person/year. Will send out a generic flyer for state. Statewide will have codes for extras.
6. Meeting Attendance:
- a. CA Action Coalition/CINHC: Linda and Ann; nice to have two community college reps. Very silent when the baccalaureate discussion came up.
 - b. Next CINHC meeting is the week of the 16th. Discuss CINHC Sustainability. CINHC has funded some of the RN Care coordinator work before and has intellectual property rights. How will this impact our work on the topic?
 - c. Workforce Alliance, John
 - d. COADN South, Lyla and Shari; nothing new.
 - e. COADN North, CNA faculty issue, work nationally make a case to alter the 1 year long term care requirement.
 - f. Jeff Oxendine; John, Avante & Sue; Focus on CDE funding, collaboration piece statewide.
7. Preparation for January HWI Advisory and DSN meetings
- a. Bring workplans so we can spend more time with them. Discuss advisory meetings.
 - i. College visits – send list of colleges visited including attendees
 - ii. Advisory committees/meetings/industry input
 - iii. Key areas – Medical Assistant, Ambulatory Care, etc.
 - iv. Scheduling calls
8. Adjourn.