

HWI DSN Conference Call Minutes

Monday, July 14th, 10:00 am

Linda Zorn opened the meeting at 10:05 am with roll call.

Present: Linda Zorn, Julie Aguiar, Barbara Gammon Brock, John Cordova, Ann Durham, Lyla Eddington, Valerie Fisher, Brenda Fong, Cynthia Harrison, Shari Herzfeld, Sue Hussey, Trudy Old, Avanté Simmons, and Laurie Sienkiewicz.

Absent: none.

1. **Rishi Chopra, Webinar, Wadhwani Foundation, Medical Assisting Program information**

Linda introduced Mr. Chopra, who presented a power point presentation (see PPP file attachment). He spoke about the history of the Wadhwani foundation and the "Race to a Job" global initiative. Its objective is to offer hybrid training modules that are as nationally applicable and scalable as possible. The first two US pilot sites opened on the east coast in 2011. The first was medical assisting training, while the second was cyber security training. Both of the pilot sites received TAACCCT funding to implement the Wadhwani program. The intention for today's call was to recruit partners to pilot the program in California. With this pilot program, a community college or regional consortium agrees to train 60 or more students in the program by next year. In exchange, the curriculum is offered free of charge. Entities partnering after March will be assessed nominal licensing fees to help support curriculum updates. The first 15 courses in the clinical practice and procedure segment are scheduled to be ready at the beginning of September so that the class modules may be demonstrated. They plan to have the next 40 ready by the end of the year. Mr. Chopra agreed to email the timeline to Linda. He further noted that the purpose of the partnership agreements was to determine how they can be integrated with existing programs. Program objectives were requested by the DSNs, to enable them to evaluate their school or regional need. He further advised that partners from either regional consortia or individual colleges were welcome, provided they commit to the minimum number of students. To accomplish this, he suggested the formation of a consortium, to create the student pool. Faculty will be given training prior to implementation. DSNs were encouraged to contact him directly to partner.

2. **Orange Region DSN Laurie Sienkiewicz**

Laurie was welcomed. She reported that she continues to meet all of Mary's contacts and things are going well.

3. **Secretary of Labor Visit to the San Diego Welcome Back Center**

Tom Perez, Secretary of Labor had asked to come and visit the Welcome Back Center in San Diego, which assists foreign trained healthcare workers who have relocated to California. During the visit, participants were interviewed and a round table discussion was held. Linda attended as well. The visit was reported to be a great success and Mr. Perez was pleased. It was boon for the school's image in the community, and Ann now has some DOL contacts, such as Virginia Hamilton. Several welcome back centers have received NEG grants. Linda is exploring this, because a L.A. could benefit from a Welcome Back Center.

4. **CTE Enhancement Funds**

Linda advised that she is on a workgroup with the regional chairs to orchestrate the roll-out on this portion of the \$50 million CTE budget enhancement. The original intent was to create a formula based on number of CTE students in the region, rather than awarding individual colleges, but each region wanted to do something different. As of last Thursday, 60% will now be allocated to colleges, and 40% to regional consortia projects. This will work better for rural areas. Linda advised the DSNs to pay attention to regional webinars. The next one is scheduled for July 24th. Linda will provide assistance on that call. Previously, CIOs and CEOs didn't get enough notice, so the second webinar will have more info. Linda encouraged participation in both webinars.

DSN Role/Workplan Update: Linda advised that the CCCCCO view is that providing technical assistance to colleges is part of the DSN role. It is not necessary to update your workplan for activities such as those listed above. Most had already chosen the objective about coordinating with their Regional Consortia, which covers it.

CTE Fund Project Suggestions: Linda advised upgrading regional stimulation centers, such as regional imaging programs, which might be ideal for Folsom. Santa Rosa is interested in remodeling, in order to offer distance education. Further clarification is needed to determine whether costs related to infrastructure are covered. Linda has asked but not received the answer yet. She suggested Barbara inquire during her webinar. With Perkins you cannot do facility renovation. It would be nice if this grant did. This is Prop 98 funds. There will be a 1:1 industry match. In Barbara's area, industry has donated the facility for the simulation center. Because these are state funds, SB 1402 is the background. The regional concept can be challenging. You can take nursing and

HWI DSN Conference Call Minutes

Monday, July 14th, 10:00 am

make a regional impact, while the funding goes to individual colleges. A Welcome Back Center is another good idea. This project has to be done in response to a labor market need. Right now that need is BSN.

SB 1070 CTE Career Pathways Project: A research assistant recently approached the DSNs individually for a list of top ten trending jobs by regional priority. As this somewhat overlaps work done by the COE for the health sector, Linda and Laura (Coleman) put together a list of top 12 for the state. Individual DSNs may default to those, or submit their own top 10. In Shari's region, her Regional Consortia Chair became involved. Had we been used as the lead, the process would have been more organized. In Valerie's region, her COE submitted different information than she did.

5. CCCC Updates from Brenda Fong

Staff Changes: Brenda advised that Jason (Program Assistant II) was replaced by Nicholas Esquivel, who has been tasked with working with Gary Adams, the TAP Grant, the COE, and the \$50 million. Rita (Levy, Program Assistant II) moved to Economic Affairs. Javier Romero (Staff Services Manager II) will now be in charge of Perkins IB. Patrick Perry was promoted to Vice Chancellor of Technology and other areas, but will continue to manage IT.

Reporting Format for Extended Grants: It was noted that the RFAs did not include a format for final reports. Brenda advised the group to assume they did not have to do an interim report, just a final. She was asked to inquire on the format for the final. The date for the final report is typically two months after the grant ends. It should also be stated on the face sheet, or on the website where you do your reporting.

Face Sheet Corrections: It was noted that several DSNs had to have new face sheets executed, due to a CCCC error in the reference to articles one and two. Others had that issue, as well. Brenda agreed Linda's looked fine.

Drawing Salaries from Extended Grants: It was noted that 2013-14 budgets were extended. However, most have depleted salaries. It was clarified by Joanne Vorhies (CCCCO) that it is acceptable to begin drawing salaries from the 2014-15 budget, or a combination of both budgets, so long as the net salary drawn equals no more than 100% of usual salary (no double-dipping), for example: 40% + 60%. You should only draw salaries (from 13-14) for those activities you perform for the 13-14 budget. It was further noted that 1402 and 1070 funds are paired as a single DSN grant, although they are reported separately. They have to close simultaneously.

6. **HIT DACUM** –John advised that he has been working with the DSN for ICT/DM in his region in the area of HIT. After the Regional Roundtable Discussion held in March 2014, industry panelist voiced the need for the entry level employee for HIT jobs. Further the panel explained the programs within the three service regions that have programs are producing students without the skills that are required for the workforce in need. Employers further voiced they really do not care about the certificates, but the skills sets are the importance. In order to get obtain more data, we need to reconvene the stakeholders and collect more solid information about the needs and skill sets for this entry level workforce. Another round table is scheduled for September, to clarify the need. Barbara requested that John invite her Fresno contact. A revision of the plan will be to develop stackable certificates to produce these folks. A cross-regional event may be held. Shari noted that LACC is looking at an entry level health care certificate with the high schools. Linda noted that a crosswalk for all allied health does not really extend beyond soft skills. John and Linda were using the AHIMA website: <http://hicareers.com/CareerMap/> to help them define the job titles, such as HIT Clerk and HIT Technician. We are not ready to move forward with a DACUM yet, as we need to collect more data. Linda reported that Lavonne had sent her the career info website. They want more credentialed workers with associate programs. Lavonne had suggested more online HIT Associate degrees. Ultimately, we'll have to look at our survey results to determine the next step.

7. DACUM Training

Linda confirmed that only she and Ann were DACUM-Trained. A survey of the group revealed that all would like to be trained. Linda advised that she would investigate the possibility of bringing the training to us. Linda noted that 4-5 DACUMS were cranked out in the course of the last training. John's HIT DACUM would be priority. Others included Clinical Care Coordinator. Depending on the recommended class size, we may invite other partners to be trained, as well.

HWI DSN Conference Call Minutes

Monday, July 14th, 10:00 am

8. HWI Statewide Advisory Committee Composition

Linda reported that she had tasked the committee co-chairs, Michael Hutchinson and Annette Smith-Dohring with making calls to confirm ongoing SWAC memberships. She requested that the DSNs email her any new member suggestions. She noted the group's need for representation from Lab, HIT and PT.

9. Counselor workshops

Linda advised the DSNs to work directly with Rita. Linda had previously forwarded the event agenda. She noted that the focus of the workshop had evolved and there was minimal involvement needed from the DSNs. Laurie and Shari would attend for the South and Trudy and Sue would attend for the north. Speakers included Kevin Fleming, Manuel Baca, and others.

10. Bios for website

Linda noted that, with Mary's departure, the HWI magazine is now out of date. She requested that updates to the bios and professional photos be forwarded to Julie. The magazine's format was discussed. Less emphasis on individual bios was recommended, in favor of highlighting projects and accomplishments. It was also noted that an explanation of the Doing What Matters framework would be helpful.

11. Career Pathways project – Ann

Ann noted that the COE's statewide survey of 12 allied health occupations had become complicated. The Workforce Partnership is now doing an additional project on career ladders/lattices for 13-14 occupations. They hired Probe Research Inc., from Canada. After an abysmal first draft, Ann became involved. A rough draft is the most recent product of her conference call. Unfortunately, there were not any good resources online for career ladders, and they have additional things they want to include. The anticipated benefit will be a nice statewide resource. Ann requested that Avanté, Valerie, Barbara, and Sue email her with their intention to assist with the project. Trudy has CTE funding available, which may be able to support the project.

Career Brochures: Jessica is doing a really good job on the career brochures. Her brochure tracking spreadsheet was appreciated. The work has been challenging. Stock photos don't often accurately depict job duties. Linda thanked the DSNs for the photos they were able to supply, noting that our ability to get them is limited.

12. November 5-7 Strategic Planning Session

Linda advised that the retreat will be held at the Bahia Resort and Hotel in San Diego, from Wednesday, November 5th at 1pm, through Friday, November 7th at noon. Linda will take care of meeting room and meals. Julie will send out the reservation information so that you can book (pay for) your own room. Elaine Gertner and Linda will facilitate. Brenda Fong will attend.

13. Vacation schedules

The following were noted for the minutes: Linda in Wisconsin 7/16-22. Shari on vacation 7/21-8/8 (joining webinars from home). John on vacation 7/23-28. Trudy on vacation 8/4-8. Cynthia on vacation 8/8-25. Sue off-contract 7/21-8/15 (she is an 80% employee), but checking emails. Additional vacation dates can be emailed to Julie for the minutes.

14. Meetings

Regional Meeting with CSUs and Community Colleges: Shari attended a meeting hosted by CINHC at Cal State Fullerton. The group discussed academic progression in nursing and the California Collaborative Model of Nursing Education (CCMNE). When a student is enrolled in a community college nursing program, they are not eligible for financial aid at the University. This viability of that model is questionable. Many collaboratives are beginning to form independently. Imperial Valley College has a collaborative with San Diego state, which is a neat model. The future needs to be a direct articulation. Coordinating the dates seems unnecessarily complex.

CINHC: Little news came from CINHC, but there was some discussion by Anna on the group's advocacy efforts.

East Bay Health Care Pathway Partnership: Barbara reported that a continuation of the group's December meeting is extending to Alameda County and will meet again this month. They will focus on identifying process, stakeholders and structure, in order to map healthcare career pathways and opportunities to leverage social investments from health and other systems.

Launch Pass: Sue reported that the CCCC foundation has a grant to do a pilot project in the Sacramento area. One of their sectors is health care. She is on their advisory group, which is meeting this afternoon. They will plan to figure out electronic badging, working with CTE, and other matters.

HOSA: Avanté reported that she plans to attend the statewide HOSA meeting 8/1-3.

HWI DSN Conference Call Minutes

Monday, July 14th, 10:00 am

CNA Director's Conference: Linda noted this would likely be scheduled in September.

Dave Meier - Accelerated Learning Workshops: Shari noted that the dates for the workshops are as follows: November 21st for the South and August 20th in the North. The North's venue has been changed to Sutter and flyers will be shared when confirmation is obtained. The Arthur Root Foundation may help fund the North event.

DSN Conference Call: The next call is scheduled for August 11th, from 10:00 am to 12:00 pm.

Adjournment: 12:12 pm.