

## HWI DSN Conference Call Minutes

Monday, August 11<sup>th</sup>, 2014

10:00 am

*Linda Zorn opened the meeting at 10:02 am with roll call.*

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

**Absent:** none.

### 1. Chancellor's Office Update

Brenda stated that Q4 reports were due by the end of July. With regard to CCCC staffing, she advised that Pam Walker was appointed to replace Barry Russell in Vice-Chancellor's Office of Academic Affairs. Pam has a nursing background. Brenda also noted that Jeri Griffin is on her team now, as Rita Levy transferred to Academic Affairs. Nancy Borges is now supporting Brenda's team. The \$50 Million in CTE funding from the Governor is still being processed. Final reports are not due for some time, but the RFA typically indicates the required format. Brenda advised that Javier asked Debra to send out some direction on that topic. An update will definitely be provided by the next meeting.

### 2. DACUM Training: Dec 8-12, 2014

- a. Logistics – Location: Sacramento Hawthorn. They offer great rates and plenty of space.
- b. Payment – Linda is contracting with Ohio State. DSNs will reserve their own rooms. Thursday & Friday: we will do 3 DACUMs. Each DSN needs to secure panel participants from their respective regions. We cover participant travel and lodging. For some of the professionals (other than nursing), we have offered a small stipend. Brenda was asked whether Linda should pay from the Leadership grant, as it is not applicable to 1070. Brenda advised that if the DSNs don't have the funds, then Linda can do it.
- c. DACUM panels – A list of existing DACUMs is on our website, under "Job Analysis". Linda suggests we create DACUMs for evolving new professions (rather than revising existing ones) while the experts are present. Ohio State will train us on the thorough and proper way, no shortcuts. Suggestions from Linda and the group include:
  - i. Care Coordinator (large demand for non-RN): Might do a clinical and a non-clinical. Suggested by Cynthia. We have the RN done (last fall).
  - ii. Health IT: Hold until the September advisory meeting to decide which role to define.
  - iii. Other: Patient Navigator: Cynthia met with Skyline, AACI, San Jose City College and two other industry partners regarding patient navigation. There are remain some issues about whether it's clinical or non-clinical, and where it overlaps with care coordination. That would be two great ones for us to distinguish. Perhaps the patient navigator is defined as a lay position, and the care coordinator is assigned to the MA. Depending on the size of the facility, it can either be a separate job, or other duties as assigned. Bay Area, they are talking about adding Care Coordinator to Patient Navigator role. DACUM can help clarify. Cynthia suggested a literature search on patient navigator to determine what role industry is tying it to most often. Linda advised that the panel will actually name the job.  
Other: Nursing Informatics: Sometimes, they cross over into QA. The role is growing in importance. It may be helpful to flesh them out.

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Other: Allied Health Management: Blended role (healthcare technicians). It includes: CNA, Phlebotomy, & Informatics. It's an entry level position, patient care aid, patient care techs. Train in several jobs, like phlebotomy and EKG. Avanté is working on a similar position, which operates at a management level and includes unit secretary and administrative duties.

Other: Community Health Worker.

Other: Behavioral Health Peer Specialist is now called Peer Specialist or Peer Navigator.

LVN was done in 2010, but could be recertified at a later date.

Workers have to be doing the job duties now for a DACUM to be created. If CINHC has suggested new RN roles, people have to be already be doing them first. They may just be assigning more tasks to existing roles, rather than creating a new position. Old DACUMs can be removed if they are no longer applicable.

### 3. CACN/COADN – Sponsorship

Linda is sponsoring the speaker on Thursday (Oct. 2<sup>nd</sup>), who will discuss “reasonable accommodations” at the **CACN** event, as well as the Friday keynote address by Kathy Cocking. Laurie will set up HWI exhibit. She'll bring the HWI banner and flyers for Shari's November event. Linda requested that those attending work together to create a presence at our table. No opportunity will be given to provide HWI updates. Linda may attend.

We still don't have a date for our meeting with **3CNAC** membership. Tuesday afternoon (Sept. 30<sup>th</sup>) is being considered. The new director meeting starts on Wednesday, so they don't want us to overlap.

Avanté was asked by Sandy Baker if she could sponsor a speaker (Dr. Cynthia Clark) at COADN South, for its Biannual Conference March 4-6, 2015, in San Diego. Typically, Linda sponsors this, at a statewide level, so the two will discuss the matter further, after the conference call. The North lets us participate on the planning committee. A South DSN should ask to be included in the March event planning. It helps us to ensure the speaker is one that HWI would support.

### 4. CTE Enhancement Funds

The CCCCCO is still working through the details. Webinars were attended in July and August. The expectation is that the DSNs will help put proposals forth. Present one really good proposal for health in your region, or you will be competing against yourself. If you have a second idea, save it for the potential of a round two. Linda inquired about how the DSNs were communicating with RCs to work with colleges on proposals. Avanté advised that she was asked to be part of the action plan committee, where they considered 3 curriculum development plans: Healthcare Management, LVN to DSN pathway, and Allied Health Management Pathway. Barbara is looking at regional simulation with Napa Valley and regionalizing it to include Marin and others. The Far North is considering a regional imaging or regional dental hygiene center.

### 5. CNA Directors Conference-Spring 2015

Volunteers to help plan the event include: Cynthia, Laurie and John. Patty Luna and two other directors will also participate. Judy Wilkinson may be a speaker. Linda intends to ask the Arthur Rupe Foundation to see if they will sponsor it. The subcommittee will rally in September.

### 6. WIOA – New WIA act (Workforce Innovation and Opportunity Act of 2014)

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- a. **Meeting of the Minds** – John is planning to attend in Sept. Linda was asked to join her WIB in its presentation. Attendance is expensive, so the WIB is funding her expenses.
- b. **Engagement with LWIBs** - She may invite a WIB speaker to assist at the September DSN meeting. Two publications cover the act. Shari has PPPs that she can share. Shari is going to be speaking at two WIBs this week.

### 7. Statewide Labor Market Survey Update

Linda talked to Laura last week. A COE representative will contact each DSN about his or her region. They may get tied up with CTE enhancement project, but we've had the data since May. It's time to get the reports out there. Linda has requested that Laura keep her up-to-date. Reports will have hospital data and our data, side-by-side.

### 8. September HWI and Advisory Meetings (Sept 18 & 19<sup>th</sup>).

We had booked Sutter, but we got booted. Julie had to get back to Hawthorn (Capitol Room). The CCCCCO was not available on that date.

- a. **Volunteer for timekeeper** – Trudy volunteered.
- b. **Agenda items** – The HWI magazine redo will be discussed, but other suggestions were welcomed. They included: Labor Market Survey interpretation to highlight the LA-Orange Region, HASPI presentation, Men in Nursing, MA Certification Pilot report from John and Valerie. Additional items can be emailed to Linda. For the advisory board piece, Anette and Mike have been calling all the board members to check in. It was suggested that we focus more on allied health. That's why John is focusing on the IT piece. Brenda has secured Alice Van Ommeren who will update us on the student success scorecard. Erika Patton, with California Correctional Health Care Services, will present. A space will be held for the pathway trust grants. Time will be saved for going over the Labor Market Survey.
- c. **Members and visitors** - Valerie is bringing a PT visitor. Trudy wants to continue to invite Sheri Ambrose and Jonathan Andrus. John Peleuses, RT, will also continue to be invited. John (Cordova) will look for a representative from health IT. Formal letters of invitation to the committee will ultimately come from Brenda. Anette is still making calls.

### 9. November Strategic Planning Session

Elaine and Linda are working on the agenda. It was confirmed that all received the link to reserve rooms at Bahia. Meetings will start around 2 on Wednesday, and end Friday no later than noon. We're booked the whole time, including evenings. Don't make other plans. Linda will cover the meals. A group dinner is scheduled for Wednesday, and meals Thursday and Friday.

### 10. January 12-13, 2015 CCCCCO Meeting

Linda offered to plan an event on the 14<sup>th</sup> to tie up the DSNs who will stay in town for the Jan 15<sup>th</sup> DSN and Jan 16<sup>th</sup> SWAC meetings, also in Sacramento. Suggested activities included a Capitol visit, launch pass, ANAC, or a meeting with former Assemblywoman Tricia Hunter.

### 11. Other

**Master Calendar** - Avanté suggested the creation of a master calendar for regional event planning dates. DSNs were asked to send such items to Julie to post on the HWI website calendar. Linda would like a better picture of when DSNs are in office, but the HWI minutes will

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do for the present time. Linda agreed that DSN conference calls can be added to the calendar. Currently, the minutes are posted to the "HWI Team" tab, once approved.

**Statewide Planning Committee/HOSA Requests** – Avanté hosted this event. Cindy Beck talked about HOSA regional leadership conferences and funding needs. Avanté is looking to sponsor workshops at the HOSA leadership conference on 10/23/14. Brenda approved the sponsorship of CPR training by healthcare academies with 1070 funds. However, the group was cautioned that competitions aren't related to career pathways and can't be funded. Laurie has a written ruling from the CCCCCO on the topic, which she agreed to share.

**SN/DSN Vacation Schedule** - Linda: Vacation next week. Ann: Vacation (tentatively) Sept 20-30 to Korea. John may cover for her at a men in nursing conference on Sept 26<sup>th</sup>. He'll already be down for AHIMA (Sept 29-30). Cynthia: Vacation next week.

**Adjournment** 11:43 pm.