



ECONOMIC & WORKFORCE DEVELOPMENT
through the
CALIFORNIA COMMUNITY COLLEGES

Health Workforce Initiative
Deputy Sector Navigator/Directors Meeting Agenda
July 12, 2013 9:30 am – 2 pm
Marriott Courtyard Sacramento Airport Natomas
Sacramento



Recorder: Michelle Johnson
Timekeeper: Mary O'Connor

Initiative Director: Linda Zorn

Participants: HWI Deputy Sector Navigators/Directors, Project Monitor, and Statewide Director/Sector Navigator

Linda Zorn, Trudy Old, Michelle Johnson, Sue Hussey, Cynthia Harrison, Barbara Brock, John Cordova, Avante Simmons, Shari Herzfeld, Mary O'Connor, Ann Durham.

	Agenda Item	Goal	Action/Discussion
9:30 am	<p>Welcome and Introductions</p> <p>a. Hallmarks of the past year , or the past 3-5 years for yourself or your organization</p>	<p>Self-Introductions Getting to Know Each Other</p>	<ul style="list-style-type: none"> • Ann Durham – Welcome Back Center, HASPI, Cultural Competence Curriculum, MA Curriculum • Lyla Eddington – Customer Service Training • Sue Hussey – Allied Health Learning Community Project • Mary O'Connor – Professional Development, New RN Graduate Transition to Practice • Avante Simmons – CTE Transitions, articulation process • John Cordova – Ambulatory Care RN, RN Transition to practice • Trudy Old – RN Specialty Training, HASPI • Cynthia Harrison – MA Curriculum, CNA Testing Center, Men in Nursing • Barbara Brock – Grants at Napa College, Simulation Center • Shari Herzfeld – Teaching nursing, assisting with Customer Service Training • Linda Zorn – Leading the group, Broadband Contract, CCCC leadership team
	<p>b. Areas of Expertise</p>		<p>➤ Linda Zorn: Started the NFN RHORC in 1997 Ability to see the big picture and make connections Grants and contracts</p>



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			<p>Leadership Navigating the politics DACUM and Curriculum Registered Dietitian</p> <p>➤ Mary O'Connor: Mary O'Connor: Consultant with RHORC in 2000 2003 became Official Director of RHORC Nurse by Profession Conference Planning DACUM Facilitator CNA Testing PRECEPTOR Program Specialty Nurse New Grad Transitions Program</p> <p>➤ Trudy Old: Home Health background Education - Business Administration Liaison between Community and College DACUMS Learning Curriculum – K thru 12</p> <p>➤ Ann Durham: Nurse Expansion Grants HUB Coordinator 1981 Nurse – Traveled 1993 FNP Teaching JD Law School</p>



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			Admission Officer Regional Nursing Education RHORC Director Welcome Back Center Immigration Refugees HASPI ➤ John Cordova: 1998 RHORC – Hired Coordinator for Director Was in Hospital Administration at the time \$15 M in grants Home Health State Hospital Competencies Simulation – 8 years Writing grants Welcome Back Center Regional Health Coordinator ➤ Lyla Eddington: 2010 HWI Affiliate Center RN / Nurse Faculty ADA Dean of Health Science Leads Meetings Understanding of Curriculum and Programs Tech Prep Schools Multiple Grants \$10 M Hospital Board Member Leadership ➤ Cynthia Harrison:



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			<p>Was Interim RN Director of Program RHORC curriculum used LVN – RN Grants Dual Roles – Worked with Matt Greyson RN Critical Care Persistent Navigator Mental Health Integration with Consortium has been challenging</p> <p>➤ Shari Herzfeld: Boots on the ground RN – Medical, Surgery, OB, Rehab Implement Curriculum Policy Writer LVN Assistant Director Organized regional Nursing Advisory for LA Customer Service training</p> <p>➤ Sue Hussey: HOPE Grant 2005-2006 Federal Grant Dept. of Ed High School Outreach and Retention Transition Program HWI Bringing Faculty together Occupational Therapy Evening Teacher Clinician Recruitment</p>



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			Curriculum – Allied Health Pilot Project ➤ Barbara Brock: Napa County of Education K thru 12 specific developments Literacy After School Program Center for Nursing Expansion and Navigation Multiple Grants Master's in Public Administration Napa College EMT Nursing Simulation Enrollment Facility Retention Communication Business Sense – Win-Win / Big Picture Napa / Solano Agency Affiliation ➤ Avante Simmons Persuasive Interpersonal Skills Business Liaison Health Occupational Teachers Redland – San Bernardino Loma Linda University CTE Transition Grant High School to Community College Enhance Mechanism for Concurrent Enrollment / Dual



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			Enrollments A.S. Health Science Respiratory Therapist Redlands Community Hospital People Skills Understanding needs Bringing people together Faculty learning councils High School Transitions
			<ul style="list-style-type: none"> ➤ Sue Hussey : Bring together Health Faculty and the Region – Communicate together ➤ Ann Durham: Offering nursing courses and events to help out new people Customized / Detailed Curriculum specific to institutions involved Medical Assistants – Rules and Regulations ➤ Mary O'Connor: Continue Critical Care Preceptor RN Transition Staff development New things – Faculty collaboratives Linked learning Personal Care Assistant - Huge need in Orange County Connect with Career Pathways



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			<ul style="list-style-type: none"> ➤ Shari H. Meet with the 18 Community Colleges with health programs to Continue to work with LA Area Chamber of Commerce Health Advisory, as link to High School Health Academies Bring together CTE and SB70 Directors – assess articulation agreements Continue incumbent training Continue and expand Regional Advisory Committees ➤ Lyla Eddington : CTE transition Disconnect is with the High School Funding is different there. L A Unified School focus (Avante agrees with these efforts) ➤ John Cordova: Challenge - Learning the service area and region Regional Consortia is good, good support (Linda – gave advice and referrals to help with this. Trudy O. has a list with info) ➤ Cynthia Harrison: Mental Health Curriculum Development Sharing the data – those who have information Peer support State level representation ➤ Trudy Old: North / Far North



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	<p>c. Top three priorities What do you hope we can accomplish in the next year?</p>		<p>July 25th Meeting Recreate the Board CNA training needed Redwoods and Shasta Siskiyou County / Modoc Middle School and up – career training Expand North Faculty together RN and Ambulatory Care</p> <p>➤ Barbara Brock: Meet and build relationships Get up and running</p> <p>Linda Zorn:</p> <p>➤ Top three priorities for year one:</p> <ol style="list-style-type: none"> 1. Regional Consortia is PRIORITY, attend all meetings of the Regional Consortia for your region. 2. Visit each college in your region <ol style="list-style-type: none"> a. Meet with Deans/Directors of Allied Health, VP of Instruction, College President if available. b. Attend program advisory committee meetings, great way to meet industry 3. Industry contacts, start with hospitals and then primary care. CNO, staff development, etc. Ask about their pressing issues.
11:00 am	<p>What does it mean to be a Deputy Sector Navigator? a. Overview of role</p>		<p>➤ Our Role – Increase the capacity of the colleges to respond to workforce needs.</p>



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			<ul style="list-style-type: none"> • Business as usual • Monitoring will be different, by region not by sector • Working with Mike Woods for a web application for weekly calendars • Narrative on Quarterly Report to be submitted to SN. • No longer will Brenda be doing it all • Region monitoring specified on handout of Labor Market Regions • Make sure to attend EVERY Regional Consortia Meeting
			<ul style="list-style-type: none"> ➤ What shall we call ourselves? Propose: <ul style="list-style-type: none"> • Regional Director HWI (region or college below that) • Linda Zorn: Statewide Director HWI • The group liked this suggestion • Deputy Sector Navigator title in question • Business cards – use “Doing What Matters” logo • College Logo on back of card • EWD Program staying or going? Logo is going away. • (Fun Note: Sue handed out Sheriff looking badges to each DSN. Linda received a baseball bat with her title on it.)
	<ul style="list-style-type: none"> b. CCCCO requirements c. Expectations d. Year one operations 		<ul style="list-style-type: none"> ➤ CCCOE – Should new people attend? <ul style="list-style-type: none"> • Are you planning to attend? • Book your hotels quickly – they fill up quickly • CCCOE has leadership academy • Consensus – Yes, it would be good for new people to



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			<ul style="list-style-type: none"> attend • Linda approved eliminating attendance at one Regional Consortia meeting so we wouldn't be required to attend both Spring and Fall CCCAOE. • Expectations – Call Linda on her work phone. It now turns into an email for her. • Better than calling her cell • (Others discussed and specified their preferences) • List Serves – Complaints about functionality • Replies go to EVERYONE ➤ Misc. – WASC Accreditations • Newsletter – S.F. City College is slated to lose accreditation • Other college issues listed also. Be aware of this ➤ How do we work with our Host College? • Let there be something in it for them • This helps them to want to continue to support you and host you. Think Win-Win • Be on hiring committees or those type of things • Be valuable
12:00 noon	Working Lunch		
12:30 pm	CCCCO Updates <ol style="list-style-type: none"> 1. Project Monitor assignments and functions 2. Budget 3. Other 	Bring HWI DSN's/Directors up to date on current news from the Chancellor's	<ul style="list-style-type: none"> ➤ CWIB-Mental Health Career Pathways Subcommittee • Cynthia Harrison – Assigned to facilitate and model for Mental Health Nurse Practitioners • Explained the specific need of Mental Health • Are there other barriers to identity? • Cynthia H. asked for input from other DSN's and



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		Office.	meeting attendees <ul style="list-style-type: none"> • Mental Health – • Hard to get faculty • Labor Market Data • Employability • Retention • Suggest people who can contact Cynthia with ideas or suggestions • Preferred contact – put a star by that • Very Important: MAKE REPORT DEADLINES ➤ Budget <ul style="list-style-type: none"> • Important – Always make Report deadlines • DCS is going to be gone for any new grants ➤ Should all the reports look the same? • Use bullet statements • Feel free to call Katie Gilks at Chancellors office • Budget passed – Was signed by Governor • \$25M came in for Adult Education • 2 year plan • Sunset 2014 ➤ John Dunn – July 15th – New employee, Apprentice Program • Call Chris McCullough with questions • Face sheets – meeting on Tuesday • All should be sorted out by end of month



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12:45 pm	<p>HWI Operations</p> <ol style="list-style-type: none"> 1. Priority projects/work plan overview 2. Collaboration 3. Meeting schedule 4. Advisory committees 5. Website 6. Support staff 7. Business cards 8. College contacts 9. Joint projects- common work plan elements 10. Curriculum development 11. Other 	Discussion of grant targets and deliverables.	<p>➤ Highlight</p> <p>Linda Zorn:</p> <ul style="list-style-type: none"> • Priority projects from work plan. • California Action Coalition (mission is to implement the recommendations of the IOM report on the Future of Nursing through comprehensive state partnerships with others who want a healthy California), everyone should be on the mailing list and involved regionally. This is part of CINHC – CA Institute of Nursing and Health Care. • California Workforce Investment Board, Health Workforce Development Council – Linda represents CCCCCO. Everyone should connect with LWIBs. • California Hospital Association (CHA) and Regional Hospital Councils, • California Health Workforce Alliance (CHWA) and CHPC – Linda will get everyone on the list serve. • Provide Medical Assistant faculty development through implementation workshops for the revised HWI statewide curriculum model to include the new role of the medical assistant in the team model of care. Provide Nursing faculty development training for implementation of the HWI Ambulatory Care RN curriculum. • Conduct statewide nursing discipline groups to discuss alignment of curriculum to industry need. • Increase the number and distribution of radiologic technologists and those trained in special modalities (such as MRI, CT, Ultrasound) to increase diagnostic access and capability – see if this comes up as a high



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			<p>need in the regions. Consider creation of “Imaging” regional training centers for the technician level needs: CT, Nuclear Medicine, MRI, PET, SPECT, Mammography, and Neurodiagnostic Technologists.</p> <ul style="list-style-type: none"> • Alignment of nursing and allied health prerequisite courses • Part of the CID process • Academic Senate – Work with them on this • (Lila E. will discuss this with Michelle Pilate) • Better preparation of students for entry level allied health occupations. • Continue partnership with the Health and Science Pipeline Project (HASPI). • Document best practices for Transition to Practice programs at CA CC, disseminate and post to HWI website. Mary O. and Trudy O. will get together on this • Come up with a template • Integration of new models of healthcare into allied health and nursing curriculum. • In partnership with COADN and statewide nursing faculty, provide nursing professional development at three statewide meetings, including offering the Clinical Faculty Academy. COADN – North and South - keep in contact with them • Who should attend meetings?– not everyone – Rotate • Those in the southern regions attend COADN when it is in the south; those in the northern regions attend COADN when it is in north. Fall conference is usually in the south and the Spring conference is in the north. Not necessary to attend both conferences.



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			<ul style="list-style-type: none"> • Support Statewide Medical Assistant faculty convening to introduce the revised HWI Statewide Medical Assistant Curriculum Model based on the new expanded role of the MA and the new model of practice – Patient Centered Medical Home. • Support statewide Medical Laboratory Technician (MLT) faculty convening to share budget and program issues, labor market needs to justify program existence, outreach to labs to educate on how to integrate MLTs, and communication with Laboratory Field Services. • Create new CNA/HHA chat group to share program issues related to CDPH regulations. • Mary O. – CNA, HHA Group – needs better communication – majority of programs are proprietary. Mary will send notes to Linda • Michelle Johnson is to get a Statewide Faculty list started • Avante - Health Care Initiative Council – Strategies for male to female healthcare worker ratio <p>Linda Z.</p> <ul style="list-style-type: none"> ➤ Options for – Teaching Strategies Statewide Professional Development • Starla Ewan <p>6 sites for next year</p> <ol style="list-style-type: none"> 1. Sacramento 2. Bay Area 3. Central Valley 4. San Diego



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			<p>5. Los Angeles / Orange 6. Inland Empire</p> <ul style="list-style-type: none"> • Which speaker do you want? (discussed) • Ann D. to check dates for January speaker Starlett as discussed above • Work with her on content and level, include flipped <table border="1" data-bbox="1268 721 1948 1243"> <thead> <tr> <th colspan="3" data-bbox="1268 721 1948 764">HWI MEETING SCHEDULES</th> </tr> <tr> <th data-bbox="1268 764 1488 816">TYPE</th> <th data-bbox="1488 764 1711 816">DATE</th> <th data-bbox="1711 764 1948 816">TIME</th> </tr> </thead> <tbody> <tr> <td data-bbox="1268 816 1488 914">CONFERENCE CALL</td> <td data-bbox="1488 816 1711 914">AUGUST 12, 2013</td> <td data-bbox="1711 816 1948 914">10 – 11:30 am</td> </tr> <tr> <td data-bbox="1268 914 1488 982">FACE TO FACE</td> <td data-bbox="1488 914 1711 982">SEPTEMBER 12, 2013</td> <td data-bbox="1711 914 1948 982">11 – 5:00 pm</td> </tr> <tr> <td data-bbox="1268 982 1488 1050">FACE TO FACE SW ADV. BD.</td> <td data-bbox="1488 982 1711 1050">SEPTEMBER 13, 2013</td> <td data-bbox="1711 982 1948 1050">9 – 2:00 pm</td> </tr> <tr> <td data-bbox="1268 1050 1488 1118">CONFERENCE CALL</td> <td data-bbox="1488 1050 1711 1118">OCTOBER 14, 2013</td> <td data-bbox="1711 1050 1948 1118">10 - 11:30 am</td> </tr> <tr> <td data-bbox="1268 1118 1488 1187">CONFERENCE CALL</td> <td data-bbox="1488 1118 1711 1187">NOVEMBER 12, 2013</td> <td data-bbox="1711 1118 1948 1187">10 – 11:30 am</td> </tr> <tr> <td data-bbox="1268 1187 1488 1243">CONFERENCE CALL</td> <td data-bbox="1488 1187 1711 1243">DECEMBER 13, 2013</td> <td data-bbox="1711 1187 1948 1243">10 – 11:30 am</td> </tr> </tbody> </table> <p>classroom.</p> <ul style="list-style-type: none"> • SB 1070 – Where located in RFA? • Advisory Committee – HAVE THEM. Work together as appropriate in your regions. Use existing structures and participants. Trudy to send John South Coast list. Desert to work with Mary. Bay area will work with Linda on how to collaborate with BACCC on this. 	HWI MEETING SCHEDULES			TYPE	DATE	TIME	CONFERENCE CALL	AUGUST 12, 2013	10 – 11:30 am	FACE TO FACE	SEPTEMBER 12, 2013	11 – 5:00 pm	FACE TO FACE SW ADV. BD.	SEPTEMBER 13, 2013	9 – 2:00 pm	CONFERENCE CALL	OCTOBER 14, 2013	10 - 11:30 am	CONFERENCE CALL	NOVEMBER 12, 2013	10 – 11:30 am	CONFERENCE CALL	DECEMBER 13, 2013	10 – 11:30 am
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			<ul style="list-style-type: none"> • Topic for next conference • Discussed who should be added to the committee meeting



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			<ul style="list-style-type: none"> ➤ Website <ul style="list-style-type: none"> • Request regarding calendar • HWI Website • Statewide site is easier to maintain • Cynthia H. had concerns. It was suggested that she have separate site for students she markets to . Have a local site if you need to as opposed to using Statewide site. ➤ Curriculum Development <p>John Cordova -</p> <ul style="list-style-type: none"> • Simulation Tech Curriculum • A Medical Editor is needed • ECG Curriculum, Mary O. asked how much it costs to improve that? • Joint meeting of CHWI and CHPC report was distributed <p>Linda Z.</p> <ul style="list-style-type: none"> ➤ Should we do a newsletter introducing all the new people in the group? • Agreed – Each person send a photo and bio. (write your own) • Verbiage – 3rd person, 150 to 200 words • Bulleted • Time Line – August 1, 3013 (deadline to get to Linda Zorn) • Shari will do a model bio • Annual brochure/ newsletter 3000 copies



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Initiative Director: Linda Zorn

Participants: HWI Deputy Sector Navigators/Directors, Project Monitor, and Statewide Director/Sector Navigator

Linda Zorn, Trudy Old, Michelle Johnson, Sue Hussey, Cynthia Harrison, Barbara Brock, John Cordova, Avante Simmons, Shari Herzfeld, Mary O'Connor, Ann Durham.

	Agenda Item	Goal	Action/Discussion
			<ul style="list-style-type: none"> ➤ Launch board event tracking – it can upload a spreadsheet – it won't take payments Mary O. • Had no problem collecting SSN's numbers for program • Tell people that info is confidential and is kept in a locked file ➤ Topics for future meetings: <ul style="list-style-type: none"> • Faculty engagement and collaborative – Shari • Linked Learning – Sue • Program Development – Lyla • CNA Testing – Mary and Cynthia
2:00 pm	Adjourn		