



Hawai'i State Center for Nursing  
 Advisory Board Meeting Minutes  
 Tuesday, November 12th, 2019 at 5:00 PM-6:30PM  
 Hawai'i State Center for Nursing  
 Conference Room – C105 H  
 Biomedical Sciences Building - 1960 East-West Rd, Honolulu, HI 96822

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**ATTENDANCE:**

Name	Present	Name	Present	Name	Present	
Susan Young, Chair	Yes	Rose Hata	Yes	Hilton Raethel, Healthcare Assoc. of HI	Yes	
Julio Zamarripa, Vice Chair	Yes	Anne Scharnhorst	Yes	Laura Reichhardt, Director HSCN	Yes	
Beth Hoban	Yes	Arthur Sampaga	Yes	Katherine Finn Davis, Assoc. Director EBP	Yes	
Susan Lee	Yes			Carrie Oliveira, Researcher, HSCN	Yes	
Bonnie Castonguay	Yes	Mary Boland, Ex Officio	No	Liane Muraoka Hussey, Pgm Lead., HSCN	Yes	
				Brienne Atwood, Pgm Coord., HSCN	Yes	
Members present total:			8	Present total:		14

TOPIC	DISCUSSION	ACTION
Welcome and Introductions  Call To Order  Susan Young	The HSCN Advisory Board meeting was called to order at 5:06 PM.  A welcome statement was provided by the Board Chair Susan Young. Round table introductions from Advisory Board members and Staff members present followed. Board Chair introduced guest speaker, Hilton Raethel, President and CEO of the Healthcare Association of Hawaii and extended gratitude for his time and presentation.  Welcome and Introductions concluded at 5:11 PM.	None
Presentation: Supply vs. Demand in	Presentation: Supply vs. Demand in Hawaii's Healthcare Workforce  Hilton Raethel provided a presentation to the Advisory Board on the Healthcare Association of Hawaii's	None

TOPIC	DISCUSSION	ACTION
<p>Hawaii's Healthcare Workforce</p> <p>Hilton Raethel</p>	<p>(HAH) recent Healthcare Workforce Initiative and a summary of report findings relevant to nursing. An overview of the Presentation is provided below.</p> <p><b>Healthcare Workforce Initiative</b></p> <ul style="list-style-type: none"> <li>• The HAH started formal work on the initiative in 2018 as a result of the HAH Strategic Plan and in collaboration with the Chamber of Commerce and the University of Hawaii.</li> <li>• The project included 3 phases, which included; <ul style="list-style-type: none"> <li>○ Phase 1, Supply: the identification of priority non-physician patient facing professions and healthcare training programs offered in Hawaii.</li> <li>○ Phase 2, Demand: administration of a 5-year demand survey for 76 professions to industry stakeholders.</li> <li>○ Phase 3, Report: Prepared and released a report on findings, which included meeting with principles and directors.</li> </ul> </li> </ul> <p><b>Findings: What HAH learned;</b></p> <ul style="list-style-type: none"> <li>• Open positions; <ul style="list-style-type: none"> <li>○ 2,200 current open positions for 76 non-physician healthcare jobs</li> <li>○ 460 current openings (21%) are for registered specialty nurses</li> <li>○ 335 of 460 openings (73%) are in acute care</li> <li>○ Highest Acute Care RN openings, including 76 Medical/Surgical, 44 Emergency/Trauma 33 Critical Care, 16 Maternal-Child Health, 16 Telemetry, 15 Perioperative, 13 Mental Health, 13 Pediatrics and 74 Other openings.</li> </ul> </li> <li>• Highest needed professions (Positions with 30 or more opening); <ul style="list-style-type: none"> <li>○ Non-Nursing Positions: Certified Nursing Assistant (CNA), Clinical Assistant/Nurse Aide, Medical Assistant, Home Health Aide, Personal Care Assistant, Rad/CT/Mammography Technician, Physical Therapist, Occupational Therapist, Pharmacy Tech, Phlebotomist, Medical Lab Scientist/Medical Technologist, Medical Lab Technician, Social Worker and Patient Service Representative.</li> <li>○ Nursing Positions: Licensed Practical Nurse, Nurse Practitioner, RN Case Manager, RN Specialties for Medical-Surgical, Emergency/Trauma, Critical Care and Gerontology.</li> </ul> </li> <li>• Distribution of Nurses; <ul style="list-style-type: none"> <li>○ 52% of employed RNs in Hawaii work in an acute care setting.</li> <li>○ 48% work in a non-acute setting.</li> </ul> </li> <li>• Healthcare Landscape is changing; <ul style="list-style-type: none"> <li>○ Payors pushing care into the community and focusing on upstream interventions</li> <li>○ Acuity rising in acute care settings</li> <li>○ Acuity rising in post-acute facilities</li> <li>○ Complex surgeries being done in outpatient surgery centers</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>• Transitions to Care; <ul style="list-style-type: none"> <li>○ Hospitals seeking shorter and simpler transitions to care for RN new graduates.</li> <li>○ Currently: Insufficient exposure, face time with patients, medication experience and shift experience.</li> <li>○ This will require more floor time, more preceptors and more clinical placement logistics.</li> </ul> </li> </ul> <p><b>Phase III Work streams: Where we are going;</b></p> <ul style="list-style-type: none"> <li>• Educating our children, parents, counselors, principals and administrators</li> <li>• High School Health Academies</li> <li>• HAH Member Training and Certification Programs</li> <li>• Community College Engagement</li> <li>• University Engagement</li> <li>• Under producing programs (low enrollment)</li> <li>• Programs for working adults</li> <li>• Collaboration with HAH members re training and certification programs</li> <li>• New Programs (not currently offered in Hawaii)</li> <li>• HSCN and Nursing Programs</li> <li>• Adequacy of Clinical Faculty and Student Placements</li> <li>• Certification and licensing</li> <li>• HAH HWI Survey and Report – Version 2</li> </ul> <p><b>Recalibrating the Workforce pipeline;</b></p> <ul style="list-style-type: none"> <li>• Direct Entry to Workforce</li> <li>• Complete Certificate/ Associates program</li> <li>• Attend school while working while attending College and Universities.</li> </ul> <p><b>Supply Model;</b> HAH has developed a model to assist in matching need with opportunity and support prediction of need for healthcare education clinical placement requirements across professions and programs.</p> <p>The presentation concluded at 5:40 PM.</p>	
<p>HSCN Program Update</p> <p>Carrie Oliveira</p>	<p><b>HSCN Program Update: Research</b></p> <p>Carrie Oliveira provided a presentation on the recent Research Program activities, which included a brief overview of the 2019 program activities and highlights of upcoming workforce research undertakings.</p> <p>An overview of the presentation is provided herein. For full details, please refer to the <i>2019 Year In</i></p>	<p>None, Informational</p>

TOPIC	DISCUSSION	ACTION
	<p><i>Review Workforce Research Informational Brief</i> and presentation slides included in the meeting Agenda attachments.</p> <p><b>2019 Year in Review</b>  Education Capacity Report;</p> <ul style="list-style-type: none"> <li>• Banner year for high quality data.</li> <li>• New opportunities to share and utilize data with HSCN and industry partners, such as through the DLIR Grant Community Conversations and Community College Policy Briefs.</li> <li>• Changes to the data collection methods and timing of survey delivery are planned.</li> </ul> <p>HAH Healthcare Workforce Initiative Demand Survey;</p> <ul style="list-style-type: none"> <li>• HSCN thanks HAH for undertaking the Demand Survey. <ul style="list-style-type: none"> <li>○ Extremely valuable data</li> <li>○ First demand data since 2007</li> <li>○ Opportunity to use data for context in Education Capacity Research</li> </ul> </li> <li>• HSCN will continue to support the HAH Healthcare Workforce Initiative.</li> </ul> <p>Biennial Supply Survey;</p> <ul style="list-style-type: none"> <li>• 46% Response Rate</li> <li>• Improved data cleanliness</li> <li>• HSCN released early infographics and electronic data tables</li> <li>• Expected release date in November 2019.</li> <li>• HSCN will work to produce additional short reports, which include; <ul style="list-style-type: none"> <li>○ New Grad RN Employment Profile</li> <li>○ Underserved Areas</li> <li>○ New Grad Residency</li> <li>○ Additional reports where identified.</li> </ul> </li> </ul> <p><b>Future Activities:</b> Highlights;</p> <ul style="list-style-type: none"> <li>• Collaborating to Improve Education Data; <ul style="list-style-type: none"> <li>○ UH System health education programs dashboards</li> <li>○ Addition of Online-Only Private Schools to Education Capacity</li> </ul> </li> <li>• Interprofessional Health Workforce Development; <ul style="list-style-type: none"> <li>○ Healthcare Education &amp; Training Alliance Collaboration with Healthcare Workforce Initiative</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Round II of the clinical placement/clerkship survey</li> <li>● National Engagement; <ul style="list-style-type: none"> <li>○ National Education Progression in Nursing (NEPIN) Collaborative</li> <li>○ National Forum of State Nursing Workforce Centers data repository and sample survey</li> <li>○ National Education Progression in Nursing (NEPIN) Collaborative conference submission</li> </ul> </li> <li>● Research Steering Committee <ul style="list-style-type: none"> <li>○ Last meeting of 2019 was October 30</li> <li>○ Committee continues to advise the Center about Important data points</li> </ul> </li> </ul> <p>The presentation concluded at 6:02 PM.</p> <p>* Please refer to the meeting presentation <i>2019 Year In Review Workforce Research Informational Brief</i> attachment for full details of the presentation.</p>	
<p>Clinical Placements</p> <p>Laura Reichhardt</p>	<p><b>Clinical Placements</b></p> <p>Director Reichhardt led a discussion on the HSCN’s capacity to manage Clinical Placements and the potential for HSCN to assist with the clinical placement coordination for non-nursing healthcare professions in Hawaii and asked the Advisory Board for their recommendations on HSCN support of this HAH lead state wide effort.</p> <p>A copy of the August 8th, 2017 Advisory Board Minutes were included in the meeting materials for reference and review.</p> <p>Discussion Summary;</p> <ul style="list-style-type: none"> <li>● HSCN has a proven history of the administrative support for the Hawaii Clinical Placement Collaborative.</li> <li>● A need for coordination of allied healthcare education clinical placements has been identified by HAH partners to ensure adequate and equitable clinical placement access across health professions.</li> <li>● Statewide coordination may improve educational opportunities and workforce gaps.</li> <li>● The HSCN Advisory Board identified support of healthcare management teams and interprofessional collaboration as priority areas for future efforts.</li> </ul>	<p>None, Informational</p>

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	<ul style="list-style-type: none"> <li>• HSCN may be positioned to provide indirect support, such as recommendations and/or direct support with administrative assistance for this effort.</li> <li>• There remain many unknown variables critical to assessing HSCN’s capacity to undertake additional work efforts, such as; <ul style="list-style-type: none"> <li>○ Total administrative burden</li> <li>○ Depth and breadth of clinical placement requirements for allied health and non-nursing clinical placements</li> <li>○ Human resource requirements.</li> </ul> </li> </ul> <p>Director Reichhardt asked Board Members for their recommendation on undertaking an investigation over the next 6 months to further assess the overall need and inform HSCN’s determination of capacity.</p> <p>Susan Young, Board Chair indicated her support for undertaking a review and assessment. Advisory Board Members present unanimously indicated their support.</p> <p>* Please refer to the meeting presentation <i>August 8th, 2017 Advisory Board Minutes</i> and the <i>Clinical Placements Informational Brief</i> attachments for further details.</p>	
<p>Conference Recap</p> <p>Laura Reichhardt for Beth Hoban</p>	<p><b>Conference Recap:</b></p> <p>Due to time constraints, the conference recap was tabled and is to be included in business during the next Advisory Board Meeting scheduled for January 14<sup>th</sup>, 2020.</p> <p>The conference recap concluded at 6:19 PM.</p>	<p>HSCN will include the conference update in the next Advisory Board Meeting.</p>
<p>Open Discussion</p>	<p><b>Open Discussion</b></p> <p>Laura Reichhardt suggested changing the Strategic Planning Session Meeting, previously scheduled during May to occur instead during August to avoid schedule conflicts for Members. Members present voiced support for the change and no opposition was noted.</p> <p>Laura queried the Board to determine if there is a need to change meeting dates or times for Advisory Board Meetings for the upcoming 2020 year. No members indicated a need to change dates and times at this moment. Changes will be made on an as needed basis, should a need arise.</p>	<p>None</p>
<p>Adjournment</p>	<p>Meeting adjourned at 6:43 PM.</p>	<p>None</p>

TOPIC	DISCUSSION	ACTION
Susan Young		
Next Meeting	Next Board Meeting will be held in January of 2020 at the HSCN Offices	None

Please contact Brianne Atwood at 808-956-0545 or [batwood@hawaii.edu](mailto:batwood@hawaii.edu) for questions and additional information.