



HSCN Advisory Board Subcommittee: Finance and Fees Initiative  
 Meeting Agenda  
 Friday, April 9<sup>th</sup>, 2021, 12:00 PM – 1:00 PM HST  
 Hawai'i State Center for Nursing  
 Biomedical Sciences Building - 1960 East-West Rd, Honolulu, HI 96822  
 And Via ZOOM Teleconference

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**ATTENDANCE:**

<b>Name</b>	<b>Present</b>	<b>Name</b>	<b>Present</b>
Arthur Sampaga	Yes	Laura Reichhardt, Director HSCN	Yes
Bonnie Castonguay	No	Carrie Oliveira, Researcher, HSCN	Yes
Doreen Nakamura	Yes	Liane Muraoka Hussey, Pgm Lead., HSCN	Yes
Rose Hata	Yes	Brianne Atwood, Pgm Coord., HSCN	Yes
Anne Scharnhorst	Yes	Amy Ono, Admin & Fiscal Supp., HSCN	Yes
Present total:			<b>10</b>

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION</b>
Welcome & Introductions Laura Reichhardt	The HSCN Advisory Board Subcommittee on Finance and Fees meeting was called to order at 12:03 PM. Laura Reichhardt extended her gratitude for the members and staff present at the meeting. Member quorum was met for the meeting. Welcome and Introductions concluded at 12:06 PM.	None
Approval of Minutes	The HSCN Advisory Board Subcommittee on Finance and Fees discussed the draft meeting minutes for the March 11 <sup>th</sup> meeting. An error was noted by Bonnie regarding the Attendance A motion was made by Bonnie, seconded by Rose to approve the meeting minutes with the corrections of; <ul style="list-style-type: none"> <li>• Update Bonnie Castonguay’s attendance to “Yes”, and</li> </ul>	Correct Draft per motion and finalize minutes

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>Update Doreen Nakamura’s attendance designation to “No”.</li> </ul> <p>Approval of minutes concluded at 12:11 PM.</p>	
<p>Presentation Amy Ono</p>	<p>Amy Ono provided a presentation on the experiences and lessons learned from the Continuing Education Joint Advisory Committee (CEJAC) project activities. An overview of the presentation is included herein. Please refer to the meeting Agenda Presentation Slides for a complete detailing.</p> <p><b><u>Presentation: Continuing Education Joint Advisory Committee (CEJAC) Experiences</u></b></p> <p><b>Originating legislation and purpose</b> Senate Concurrent Resolution 167 (SCR167): HSCN tasked to;</p> <ul style="list-style-type: none"> <li>Evaluate the need for and resources required to establish a CNE program for nurses;</li> <li>Examine the feasibility, benefits, costs, obstacles, and a potential timeframe; and</li> <li>Establish a joint advisory committee to conduct the study, plan the CNE program, and report its findings to the Legislature.</li> </ul> <p><b>Composition</b> Joint Advisory committee was comprised of;</p> <ul style="list-style-type: none"> <li>Various members of Schools of Nursing, Industry Organizations, Healthcare Organizations, Boards and Nursing Associations</li> <li>Co-Chairs: Dean Mary Boland, University of Hawai’i at Mānoa, Art Gladstone, HAH, Glenda Tali, University of Phoenix</li> </ul> <p><b>Timeline (2010-2012)</b></p> <p>2010</p> <ul style="list-style-type: none"> <li>First meeting held on 9/21/2010</li> <li>Research Studies conducted</li> </ul> <p>2011</p> <ul style="list-style-type: none"> <li>National Council of State Boards of Nursing Presentation on Pros and Cons</li> <li>Determined focus on regulatory efforts, essential tools for evaluation and agreed to model shift</li> <li>Submitted findings to Legislature</li> <li>Identified barriers to a program</li> </ul> <p>2012</p>	<p>None</p>

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>• Continued investigations &amp; further identification of barriers</li> <li>• Submitted 2 &amp; 3 report to Legislature</li> <li>• CEJAC dissolved after submission of 3<sup>rd</sup> report.</li> </ul> <p><b>Lessons Learned</b></p> <ul style="list-style-type: none"> <li>• Outreach can be expensive and requires resources, contact lists.</li> <li>• Traditional mailing costs can be prohibitive</li> <li>• DCCA PVL's ongoing allocation structure for nursing license fees may be a barrier to directing any fee increase revenues to HSCN.</li> <li>• Board membership is valuable and increases reach</li> <li>• Stakeholders comprised of professional organizations and employers expand reach by trickle down.</li> <li>• Stakeholder meetings and working with organizations on communication is important.</li> <li>• Engagement of the Legislature is key to increase fees and establish communications system to; <ul style="list-style-type: none"> <li>• Reduce misinformation</li> <li>• Demonstrate our value to nurses and achieve buy-in</li> <li>• Reduce opposition testimony</li> </ul> </li> <li>• There are barriers present for DCCAPVL to the sharing resources/platforms, such as mailing lists.</li> <li>• Even activities approved or mandated by Legislature can be complex and encounter many barriers to implementation.</li> <li>• CEJAC demonstrated that in order to be successful; <ul style="list-style-type: none"> <li>• Buy –in from all stakeholders is important; including but not limited to Government Agencies, Legislature, professional organizations, Boards, Employee unions, Employers and community members.</li> <li>• Positive, consistent and expansive communication is key.</li> <li>• Outreach to actual nurses impacted by license fees is critical</li> <li>• Improving the HSCN visibility and value is crucial</li> </ul> </li> </ul> <p>The Presentation session concluded at 12:42 PM.</p>	

TOPIC	DISCUSSION	ACTION
<p>Committee Priorities</p> <p>Laura Reichhardt</p>	<p>Members reviewed and discussed the committee priorities, work plan and timeline with members present.</p> <p><b><u>Committee Priorities, Work Plan and Timeline</u></b></p> <p>Laura reviewed the Phase 2 Work Plan</p> <p>Phase 2</p> <ul style="list-style-type: none"> <li>• Develop Plan &amp; Timeline"</li> <li>• Activities</li> <li>• Develop Tactical Plan</li> <li>• Develop Timeline</li> <li>• Assign Duties/Work</li> <li>• Identify Stakeholders</li> <li>• Identify contact resources</li> <li>• Nurses Month (May) Resources/Plan (SM/Giveaway)</li> </ul> <p><b><u>Stakeholders List</u></b></p> <p>Members reviewed and discussed the existing stakeholders list and made the following additions:</p> <ul style="list-style-type: none"> <li>• Professional Organizations: Black Nurses Association, Asian American/Pacific Islander Nurses Association and the HSCN CJAC active contact list</li> <li>• Professional Organizations: Unite 5</li> <li>• Educational Institutions: University of Phoenix – Contact Evan Pinto</li> <li>• Government: All Hawaii Mayors</li> <li>• Other Contacts: HOSA, HiSNA, Red Cross</li> </ul> <p>The Committee Priorities session concluded at 11:55 PM.</p>	<p>None</p>

TOPIC	DISCUSSION	ACTION
<p>Next Steps</p> <p>Laura Reichhardt</p>	<p><b><u>Next Steps</u></b></p> <p>In the next meeting, the committee will further detail the work plan and next steps, support mechanisms</p> <p>Doreen Nakamura inquired as to interest in a radio spot on the NRP show, Body Talk. Laura Indicated her interest in pursuing the opportunity, to be follow-up during the coming month.</p> <p>Due to limitations in time, further discussion of next steps was deferred to the May meeting. The Next Steps session concluded at 12:01 PM.</p>	<p>HSCN will work to add more detail to the Plan and begin to gather details for support mechanisms</p>
<p>Adjournment</p>	<p>Meeting adjourned by Laura Reichhardt at 12:02 PM.</p>	

Next Meeting            The next HSCN Advisory Board Subcommittee on Finance and Fees Initiative Meeting will be held on Friday, May 7, 2021. Administered by the HSCN, from the HSCN office and available via remote access due to possible COVID-19 restrictions.

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