



HSCN Advisory Board Subcommittee: Finance and Fees Initiative  
 Meeting Agenda  
 Thursday, March 11<sup>th</sup>, 2021, 4:45 PM – 5:45 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	Yes	Carrie Oliveira, Researcher, HSCN	Yes
Doreen Nakamura	No	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 4:47 PM. Laura Reichhardt extended her gratitude for the members and guest speaker presence at the meeting.  Member quorum was met for the meeting.  Welcome and Introductions concluded at 4:53 PM.	None
Committee Priorities Laura Reichhardt	Laura Reichhardt provided a presentation on the committee priorities, as identified during the January 30 <sup>th</sup> , 2021 Advisory Board Strategic Planning Session. Members reviewed the meeting outcomes a draft plan and discussed changes to the working objectives and plan.	HSCN will set up digital files on a shared platform to allow committee members to complete updates to

TOPIC	DISCUSSION	ACTION
	<p><b><u>Review Jan, 30th, 2020 Meeting Outcomes, Priorities</u></b></p> <p>The Advisory Board members discussed key stakeholders whose support is necessary to secure a change in the licensing fee.</p> <p><b>Identify Key Stakeholders for Buy-In</b></p> <ul style="list-style-type: none"> <li>• Nurses</li> <li>• Nursing organizations <ul style="list-style-type: none"> <li>○ Board of Nursing</li> <li>○ Professional organizations</li> <li>○ 5 unions</li> </ul> </li> <li>• Educational institutions</li> <li>• Legislature <ul style="list-style-type: none"> <li>○ Commerce and Consumer Affairs Committee</li> <li>○ Finance Committee of the House</li> <li>○ Ways and Means Committee of the Senate</li> </ul> </li> <li>• Governor</li> <li>• State Department leaders</li> <li>• Healthcare colleagues</li> <li>• Major employers</li> <li>• Major insurers</li> <li>• Community members with a stake in quality healthcare, i.e., AARP</li> </ul> <p>The Advisory Board members brainstormed how best to build buy-in among stakeholders to support an increase in licensing fees.</p> <p><b>Brainstorm on Methods to Build Buy-In</b></p> <ol style="list-style-type: none"> <li>1. Articulate a strong case for increased licensing fees <ul style="list-style-type: none"> <li>• Share what HSCN has accomplished on behalf of nurses in Hawaii and nationally</li> <li>• Share the financial projections that keep HSCN thriving</li> <li>• Articulate the importance of nurses, as especially demonstrated in this pandemic, and how critical HSCN, an intermediary organization, is to the continued flourishing of the profession</li> <li>• Address issues that might be raised by those in opposition to an increase</li> <li>• Show what HSCN does to secure other funding to the best of its ability</li> </ul> </li> <li>2. Propose a bill <ul style="list-style-type: none"> <li>• Draft the bill</li> </ul> </li> </ol>	<p>the Stakeholders list</p>

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	<p>3. Public relations</p> <ul style="list-style-type: none"> <li>• News releases</li> <li>• Interviews</li> <li>• Healthcare publications/articles</li> </ul> <p>4. Create greater visibility for HSCN among nurses</p> <ul style="list-style-type: none"> <li>• Share what HSCN has done for nurses and what the Center plans to do for nurses</li> <li>• Work on securing emails for nurses using the 2021 survey as an opportunity</li> <li>• Accelerate HSCN’s social media profile, e.g., Tik Tok</li> </ul> <p>5. Secure endorsements and testimonies</p> <p>The newly formed committee agreed to meet regularly each month beginning in March. Laura Reichardt agreed to begin circulating meeting dates for the committee. The board identified the following timeline for next steps.</p> <p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>• February <ul style="list-style-type: none"> <li>○ Draft bill using existing documents (HSCN staff).</li> </ul> </li> <li>• March <ul style="list-style-type: none"> <li>○ Develop at tactical plan and timeline.</li> </ul> </li> <li>• April-May <ul style="list-style-type: none"> <li>○ Refine bill and initiate tactical plan.</li> <li>○ Begin cultivating support.</li> </ul> </li> <li>• June-November <ul style="list-style-type: none"> <li>○ To be determined.</li> </ul> </li> <li>• December <ul style="list-style-type: none"> <li>○ Finalize plans for January implementation of legislative initiative.</li> </ul> </li> </ul> <p><b><u>Draft Work Plan Highlights</u></b></p> <p>Subcommittee members reviewed the a draft plan and discussed changes to the working objectives and plan. An overview of the working plan is included below.</p> <p><b>Phase 1- Draft Bill</b></p> <p>Activities</p> <ul style="list-style-type: none"> <li>• Review Avb. Sources</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Draft Bill</li> <li>• Est. Meeting Schedule</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• Meeting Schedule</li> <li>• Draft Bill</li> </ul> <p><b>Phase 2- Develop Plan &amp; Timeline</b></p> <p>Activities</p> <ul style="list-style-type: none"> <li>• Develop Tactical Plan</li> <li>• Develop Timeline</li> <li>• Assign Duties/Work</li> <li>• Identify Stakeholders <ul style="list-style-type: none"> <li>○ HSCN will set up digital files on a shared platform to allow committee members to complete updates to the Stakeholders list.</li> </ul> </li> <li>• Identify contact resources</li> <li>• Nurses Month (May) Resources/Plan</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• Draft Plan &amp; Timeline</li> <li>• Draft List of ranked/weighted Stakeholders</li> </ul> <p><b>Phase 3- Refined Bill</b></p> <p>Activities</p> <ul style="list-style-type: none"> <li>• Refine Bill</li> <li>• Initiate Plan</li> <li>• Begin Cultivating Support</li> <li>• GL/Talking Points</li> <li>• Amy Ono Presentation</li> <li>• Identify Marketing Resources</li> <li>• Update/Detail Plan</li> <li>• Develop Gap/New Resources</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• List of ranked Stakeholders</li> <li>• GL/Talking Points Handout</li> </ul> <p><b>Phase 4- Outreach</b></p>	

TOPIC	DISCUSSION	ACTION
	<p>Activities</p> <ul style="list-style-type: none"> <li>• Outreach</li> <li>• Support Cultivation</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• Develop Gap/New Resources</li> </ul> <p><b>Phase 5- Finalize Plan &amp; Bill</b></p> <p>Activities</p> <ul style="list-style-type: none"> <li>• Finalize Plan</li> <li>• Finalize Bill for Leg.</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <p><b>Phase 6- Legislative Session</b></p> <p>Activities</p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <p>Outcomes</p> <ul style="list-style-type: none"> <li>• TBD</li> </ul> <p>The Committee Priorities session concluded at 5:16 PM.</p>	
<p>Next Steps</p> <p>Laura Reichhardt</p>	<p>Members discussed the next steps for the subcommittee activities</p> <p><b><u>Agenda and Meeting Schedule Setting</u></b></p> <p>Members discussed the meeting schedule and determined monthly meetings to be the most appropriate interval for meetings at this time.</p> <p>Members discussed the most appropriate week of the month and day of the week for monthly meetings.</p> <p>The Next Steps session concluded at 5:27 PM.</p>	<p>HSCN will set a meeting schedule and create a virtual event for the next meeting</p>
<p>Adjournment</p>	<p>Meeting adjourned by chair Laura Reichhardt at 5:28 PM.</p>	

Next Meeting      The next HSCN Advisory Board Subcommittee on Finance and Fees Initiative Meeting will be held on Friday, April 9, 2021. Administered by the HSCN, from the HSCN office and available via remote access due to possible COVID-19 restrictions.

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