



Hawai'i State Center for Nursing
 Advisory Board Meeting Minutes
 Tuesday, May 18th, 2021 at 5:30 PM-7:00 PM
 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:

Name	Present	Name	Present	Name	Present
Julio Zamarripa, Chair	Yes	Doreen Nakamura	Yes	Laura Reichhardt, Director HSCN	Yes
Bonnie Castonguay, Vice Chair	Yes	Voting Members present:	9	Katherine Finn Davis, Assoc. Director EBP	Yes
Beth Hoban	Yes	Mary Boland, Ex Officio	No	Carrie Oliveira, Researcher, HSCN	Yes
Susan Lee	Yes	Susan Young, Ex Officio	No	Liane Muraoka Hussey, Pgm Lead., HSCN	No
Rose Hata	Yes	Clementina Ceria-Ulep, Ex Officio	Yes	Brianne Atwood, Pgm Coord., HSCN	Yes
Anne Scharnhorst	Yes			Amy Ono, Admin & Fiscal Supp., HSCN	No
Arthur Sampaga	Yes				
Present total:					17

TOPIC	DISCUSSION	ACTION
Welcome: Call to Order Julio Zamarripa	<p>The HSCN Advisory Board meeting was called to order at 5:33 PM.</p> <p>A welcome statement was provided by the Board Chair Julio Zamarripa. Round table introductions from Advisory Board members and Staff members present followed.</p> <p>The Chair announced recent changes to the Advisory Board Ex-officio membership, which included the retirement of longtime member, Dean of the University of Hawai'i at Mānoa School of Nursing & Dental Hygiene, Mary Boland. And Susan Young, Assistant Professor, Health Administration from University of Hawai'i, West Oahu. He thanked them for their long service and wished them well in their future endeavors.</p>	None

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	<p>The Chair welcomed Clementina Ceria-Ulep the Interim Dean for the School of Nursing to the Advisory Board meeting and in her position as a new ex-officio member. Her board service will officially begin on July 1st, 2021.</p> <p>Dr. Clementina Ceria-Ulep thanked the staff and Board for their work, recognizing the Center’s many programs, activities and outputs.</p> <p>Welcome and Introductions concluded at 5:38 PM.</p>	
<p>Research Update Carrie Oliveira</p>	<p>Carrie Oliveira provided a presentation on the Research Program activities. A summary of the presentation and discussion is included herein.</p> <p>Research Update</p> <p>Workforce Supply Survey - 2021 Supply Survey Fielding Update;</p> <ul style="list-style-type: none"> • This year is a license renewal year. In prior years the BON made the supply survey link available to licensees before and after the online application. • It has come to the attention of the Center that this year, due to changes in the renewal interface vendor, the Center’s survey is not easily available to applicants. • HSCN is working with the BON to determine where the problem is occurring and if remediation can be made to allow for access through the renewal system. • Relicensing closes on June 30th, which requires remediation plans to be in place • The current response rate will not meet the minimum number necessary to be representative and preserve the accuracy and validity of research findings. • In light of the current error prohibiting access to the survey through the BON renewal system, the BON has indicated they are making the Licensed Nurses mailing list available to the HSCN to enable direct contact with nurses in the state. • The HSCN has created a postcard mailer, which includes a QR code for easy access to the Workforce Survey. • The HSCN is also working on a call to action by reaching out to directly to employers to disseminate the survey link and support its completion with employer nurses in their organizations. • Carrier Oliveira requested the members support and asked them to encourage collages to complete the Survey. <p>Discussion</p> <ul style="list-style-type: none"> • Julio commended the Center’s multi-pronged approach for remediation, which included 	<p>None, HSCN will issue the mailer by traditional mail and distribute an electronic version to email contact lists.</p>

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	<p>outreach to employers.</p> <ul style="list-style-type: none"> • Carrie Oliveira thanked Susan Lee for bringing the issue to the attention of the Center. <p>The Research Update session concluded at 5:49 PM.</p>	
<p>Hawaii Action Coalition Laura Reichhardt</p>	<p>Laura Reichhardt provided a presentation on the recent Hawaii Action Coalition activities. A summary of the presentation and discussion is included herein.</p> <p>Hawaii Action Coalition HAC Update</p> <ul style="list-style-type: none"> • The Hawaii Action Coalition (HAC) started in response to the Future of Nursing report. • The Center joined the HAC in 2012. • Mary Boland has been a member since its inception, with Beth Hoban joining in 2014/15 and have acted as co-leads. • Both Mary Boland and Beth Hoban are retiring, and will no longer hold the co-lead positions with HAC. • Laura Reichhardt commended Mary Boland and Beth Hoban for their leadership, representation of Hawaii on a national level as well as their continued innovation. • Mary Boland and Beth Hoban have worked with HAC to accomplish; <ul style="list-style-type: none"> ○ Continued removal of barriers for APRN scope of practice, ○ The launch of school nurses in the Department of Education, ○ Improving accessibility of nursing education, and ○ Increasing the equity and diversity of nurses in leadership position. <p>Future of Nursing 2020-2030 Report</p> <ul style="list-style-type: none"> • The Future of Nursing 2020-2030: Charting a Path to Achieve Health Equity, A Consensus Study from the National Academy of Medicine was released on May 12th, 2020 • During the meeting a detailed review the entirety of the report or recommendations was not undertaken in the interest of time. • Laura noted that the report aligns well with the needs and issues of Hawaii. • The Director requested that Board members read the report and recommendations to apprise themselves of the content and prepare for undertaking conversations on the topic in future meetings. <p>The Hawaii Action Coalition update concluded at 5:56 PM.</p>	<p>None</p>
<p>Finance Update</p>	<p>Bonnie Castonguay provided an update to the Board on the recent activities of the Advisory Board</p>	<p>None</p>

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<p>Laura Reichhardt</p>	<p>Subcommittee on Finance and Fees. A summary of the discussion is included herein.</p> <p>Finance Update Subcommittee on Finance & Fees The Subcommittee on Finance and Fees as been meeting monthly.</p> <ul style="list-style-type: none"> • Topics addressed by the subcommittee have included; • Education presentation topics such as the Continuing Education Joint Advisory Committee history, Marketing and Outreach Strategies and Legislative Session Review. • Drafting of a Bill, including a review of license fees and the potential of inclusion of CNAs. • Soliciting support from state leadership and raising nursing awareness • The potential to create an Interprofessional Workforce Center. <p>Review of Subcommittee on Finance & Fees activities The subcommittee has reviewed the current fee structure and discussed the implications of current funding as well as increased funding models;</p> <p>Subcommittee Review of Fee Increase The current fees were established by 2003 Legislation</p> <ul style="list-style-type: none"> • \$40 per LPN and RN • Assessed upon licensure and biennially at license renewal • HSCN invoices BON quarterly • Approximately 80% of current revenue <p>New funding discussions included;</p> <ul style="list-style-type: none"> • \$50 per LPN and RN <ul style="list-style-type: none"> • Assessed upon licensure and biennially at license renewal • \$300K increase as part of a 2 year budget • \$60 per LPN and RN <ul style="list-style-type: none"> • Assessed upon licensure and biennially at license renewal • \$600K increase as part of a 2 year budget • \$5 per CNA <ul style="list-style-type: none"> • Need to add CNA to HSCN duties • Need to work with DCCA on how license fee collection may work. • \$40K increase as part of a 2 year budget • May be more impactful to fund this support through partners <p>Subcommittee Recommendation</p>	

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	<p>The subcommittee discussed recommending the Board initiate a request for the higher funding option of \$60, with the recognition that a decrease may be requested by legislature as part of the process.</p> <ul style="list-style-type: none"> • \$60 per LPN and RN <ul style="list-style-type: none"> • Assessed upon licensure and biennially at license renewal • \$600K increase / 2 year budget • Partner funding for CNA <ul style="list-style-type: none"> • Need to add CNA to HSCN duties • Need to work with DCCA on how license fee collection may work. • May be more impactful to fund this support through partnerships <p>Request for Advisory Board Discussion Laura Reichhardt requested the board member comment on the activities of the subcommittee and the drafting of a legislative bill to increase fee's to \$60.</p> <p>Subcommittee Discussion on Soliciting Support</p> <ul style="list-style-type: none"> • CEJAC and Policymaker consideration: • Securing policymaker and stakeholder support is critical to success • Actions <ul style="list-style-type: none"> • Compile stakeholder list of policymakers, hospital leadership, school of nursing leadership, professional association partners (HAH, HPCA, nursing professional associations) • Identify Advisory Board members with close connections to facilitate conversation / endorsement of the issue • Timeline: June – December 2020 <p>Subcommittee Identified Soliciting Support Resources</p> <ul style="list-style-type: none"> • Talking Points • Support Materials • Actions <ul style="list-style-type: none"> • Policy Brief - Legislators • HSCN outcomes – Industry Partners • HSCN past products <p>Request for Advisory Board Discussion Laura Reichhardt requested the board member comment on recommendations for additional outreach support resource. Board members recommendations included;</p>	

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	<ul style="list-style-type: none"> • Marketing video, some created as part of a nursing leaders grant some years ago. • Recommendation for the collection of testimony from nurses in support of the center’s activities. • A one page, high-level summary of the Center’s activities over the years. <p>Subcommittee Discussion on Soliciting Support from Nurses at Large</p> <ul style="list-style-type: none"> • The Center’s staff has requested support to improve their ability to communicate and increase reach. Support staff professional development and outreach assessment to improve the HSCN capacity for nursing outreach. • This is dependent upon finalizing budget; will allocate funds to support this. <p>Subcommittee Discussion on the Creation of an Interprofessional Workforce Center Hawaii / Pacific Basin Area Health Education Center seeking to engage in planning for an Interprofessional Workforce Center that:</p> <ul style="list-style-type: none"> • Retains role and activities of HSCN and Physician Workforce Assessment functions of H/PB AHEC. • Assesses fee to additional professions. • Establishes baseline workforce survey INSIDE of license renewal tool. • Supports workforce research, recruitment and retention for other healthcare professions . <p>Subcommittee Recommendation an Interprofessional Workforce Center The subcommittee discussed further investigation into the potential for the creation of an interprofessional workforce center and recommends the following;</p> <ul style="list-style-type: none"> • Consider this as a secondary, longer term option • May end up being more feasible to make a legislative ask, as it addresses many professions’ needs • Will require careful negotiation and planning to maintain integrity of HSCN <p>Subcommittee Activity Timeline and Meeting Schedule Laura reviewed the subcommittee timeline and meeting schedule with the board as follows;</p> <ul style="list-style-type: none"> • Feb 2021: Draft Bill • Mar 2021: Develop Plan & Timeline, Initiate Plan, Refine Bill • May 2021: Kick Off / Support Cultivation • Jun-Nov. 2021: Outreach & Support • Dec 2021: Finalize Bill for Leg. Finalize Plan Leg & Community Support <p>The Finance Update session concluded at 6:23 PM.</p>	

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<p>Board Service Julio Zamarrripa</p>	<p>Julio Zamarrripa provided an update on the status of the HSCN Advisory Board service. A summary of the discussion is included herein.</p> <p>Board Service</p> <p>Board Composition: The 9 person Advisory Board is comprised of two groups as follows;</p> <ul style="list-style-type: none"> • Group 1: nursing executive; APRN; collective bargaining organization; doctorally-prepared nurse educator or doctorally-prepared nurse researcher. • Group 2: care delivery, Finance, Workforce, hospitals, Community agencies or consumer groups, etc.) <p>Review of Membership & Recruitment of Voting Board Members;</p> <ul style="list-style-type: none"> • Anne Scharnhorst has reapplied for Group 1 • 1 Vacant Group 1 position to fill • 1 Upcoming Group 2 position to recruit. <p>The Board Service session concluded at 6:32 PM.</p>	<p>None</p>
<p>Board Development Planning Laura Reichhardt</p>	<p>Laura Reichhardt led a discussion on planning for annual Advisory Board Development and requested recommendations for board development needs and opportunities from the members. A summary of the discussion is included herein.</p> <p>Board Development Planning</p> <p>Board Development and Activity Options for Aug 21st 2021 Strategic Planning Session:</p> <ul style="list-style-type: none"> • Board Outreach and Marketing • Financial Planning/Management • AARP – Campaign for Action, support related to Future of Nursing • True Colors – The Four Color Personalities <p>Request for Advisory Board Discussion</p> <p>Laura Reichhardt requested the board members provide feedback and/or recommendations for board development activities to be provided at the 2021 session;</p> <ul style="list-style-type: none"> • Several member expressed interest in an activity on Board Outreach and Marketing. • No other recommendations were made. <p>The Board Development discussion session concluded at 6:40 PM.</p>	<p>None</p>

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<p>New Business Laura Reichhardt</p>	<p>Laura Reichhardt lead the new business discussion and provided the board with an update on upcoming events. A summary of the discussion is included herein.</p> <p>New Business</p> <p>Announcements</p> <ul style="list-style-type: none"> • UH Hilo launched Hawaii’s first BON Approved remedial and refresher course in April 2021. • Laura Reichardt informed the Advisory Board of the Center’s new Nursing Spotlight social media feature, wherein the HSCN will highlight a nurse on social media as part of nurses’ year. <p>Upcoming Events</p> <ul style="list-style-type: none"> • Nurses Month CNE Webinar Series - Updates on Advanced Practice Registered Nurse (APRN) Regulations and Prescriptive Authority to be held on May 25th, 2021 at 12-1 pm • National Forum of State Nursing Workforce Centers Annual Conference- Nurses Reshaping the Workforce: From Crisis to Innovation. To be held virtually on June 24th-26th, 2021. • National Forum Conference June 24th-26th, 2021, Washington DC <p>Reminder</p> <p>Laura Reichhardt reminded the board of the upcoming Workforce Survey postcard</p> <p>Next Meeting:</p> <ul style="list-style-type: none"> • The next Advisory Board Meeting is scheduled to be held on August 21st, 2021. The location and means is dependent upon the COVID-19 proclamations, restrictions and guidelines. <p>Open Discussion & Next Steps</p> <ul style="list-style-type: none"> • She requested the member participation by nominating nurses to be featured. • No further new business was discussed. <p>The New Business session concluded at 6:52 PM.</p>	
<p>Adjournment</p>	<p>Meeting adjourned by chair Julio Zamarripa at 6:53 PM.</p>	

Next Meeting

The next Board Meeting will be held on August 21st, 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 for questions and additional information.