



## HSCN ADVISORY BOARD NOTICE OF MEETING

Tuesday, January 17<sup>th</sup>, 2023

Time: 5:30 -7:00 P.M.

Hawai'i State Center for Nursing Conference Room – C105 H  
Biomedical Sciences Building - 1960 East-West Rd, Honolulu, HI 96822  
and via ZOOM Teleconference

### **Purpose:**

The Advisory Board Meeting's purpose is to update the Advisory Board Members of HSCN mandates and activities and to seek their input and guidance on current and future business.

### **Agenda:**

<b>Time</b>	<b>Item</b>	<b>Owner</b>
5:30 P.M	Call to Order -Welcome and Introductions	Anne Scharnhorst
5:35 P.M	Public Comment Period for Agenda Items	Anne Scharnhorst
	Individuals who are unable to provide testimony at this time will be allowed an opportunity to testify when specific agenda items are called.	
	For both internet and phone access, when testifying, you will be asked to identify yourself and the organization, if any, that you represent. Each testifier will be limited to five minutes of testimony per agenda item.	
	All written testimony submitted are public documents. Therefore, any testimony that is submitted orally or in writing, electronically or in person, for use in the public meeting process is public information and will be posted on the board's website.	
5:40 P.M	Review Legislative Initiatives	Laura Reichhardt
6:05 P.M	Workforce Report	Laura Reichhardt
	1. What do we need to do to prepare?	

<b>Time</b>	<b>Item</b>	<b>Owner</b>
6:25 P.M	Advisory Board Planning 1. Priority: Wellness as a factor for recruitment and retention.	Laura Reichhardt
6:50 P.M	Announcements 1. Leadership In Action conference Feb 23-24, 2023 Prince Waikiki, Honolulu, HI 2. Forum conference June 12-14, 2023 at the Ritz-Carlton Pentagon City, Arlington, VA 3. Upcoming license renewal 4. Grant award, DOH	Laura Reichhardt
7:00 P.M	Meeting Adjournment	Anne Scharnhorst

Next Meeting: Tuesday, April 18<sup>th</sup>, 2023, 05:30 AM -7:00 PM, Hawaii State Center for Nursing Conference Room. A virtual attendance option may be provided in accordance with Sunshine Laws.

\*Please look out for e-mail to follow the meeting with minutes for your approval, so they can be posted to the HSCN website within 40 days, in accordance with Act 64 SLH2017.

### **Attachments:**

1. HSCN Meeting Minutes, May 2021 and Annual Report
2. HSCN 2022 STRATEGIC PLANNING AND PRIORITY SETTING Matrix, Nov. 2022 Meeting
3. HSCN Advisory Board Meeting 2023 Schedule

### **Remote Meeting Access Details (Via ZOOM Conferencing):**

You may join the meeting remotely using a computer, smart device or by phone. Please use the Meeting ID and see the access details below for the appropriate modality of access.

- To join the meeting from your computer, tablet or smart phone, follow the link provided:  
Link to access meeting:  
<https://zoom.us/j/98145550776?pwd=aGhGdkpzaVdTbmIwK2RPN1pnbTladz09>  
Meeting ID: **981 4555 0776**  
Passcode: **HSCNBOARD!**
- To join the meeting using your phone: Dial, +1 346 248 7799 US (Houston), Or +1 669 900 6833 US (San Jose) Or +1 253 215 8782 US (Tacoma), Or +1 312 626 6799 US (Chicago), Or +1 929 436 2866 US (New York) Or +1 301 715 8592 US (Washington D.C)  
Find your local number: <https://zoom.us/u/aedUwzsTEp...>  
Meeting ID: **981 4555 0776**  
Passcode: **8220415715**



## Auxiliary Service or Disability Accommodation:

If you require an auxiliary aid, auxiliary services, or other accommodations due to a disability, please contact Brianne Atwood Kuwabara by phone at (808) 956-0545 or by email at [batwood@hawaii.edu](mailto:batwood@hawaii.edu). Please make requests at least three working days in advance to allow adequate time to fulfill your request.

Upon request, this agenda/notice is available in alternative formats such as large print, or an ADA-compliant electronic copy.

## Testimony:

Any interested person may submit testimony in writing to the Board on any agenda item by regular mail, email, or fax. An individual or representative wishing to testify in person should register prior to the start of the meeting. Testimony must be related to an item that is on the agenda, and such a person shall be required to identify the agenda item to be addressed by the testimony. Submit testimony by one of the following methods: Email to [HSCFN@hawaii.edu](mailto:HSCFN@hawaii.edu), FAX to (808) 956-0547, mail to Hawaii State Center for Nursing Advisory Board 2528 McCarthy Mall Webster Hall 402 Honolulu, Hawai'i 96822. Each individual is allotted five minutes, or an amount of time otherwise designated by the Chairperson, to provide testimony to the Board.

## Invitation List:

### Advisory Board Members

Name	Role/Title	Affiliation
Anne Scharnhorst DNP, RN, CNE	Chairperson, HSCN Advisory Professor of Nursing	Maui Community College
Bonnie Castonguay MBA, RN, CMC	Vice Chairperson, HSCN Advisory Board Co-founder and President	Ho'okele Health Innovations, LLC
Linda Beechinor DNP, APRN	Member Executive Director	Hawai'i - American Nurses Association (Hawai'i-ANA)
Gloria Fernandez DNP, RN, PHNA-BC	Member Quality Assurance Coordinator	Hawaii State Department of Health Public Health Nursing Branch
Rhoberta Haley PhD, RN, FNP	Member Dean of the School of Nursing and Health Professions	Chaminade University of Honolulu
Rose Hata DNP, MBA, RN, APRN, CCRN, CCNS, NEA-BC	Member Director, Queen Emma Nursing Institute	The Queen's Medical Center
Arthur Sampaga RN, MSN, CCRN, CHEP, CNML	Member Chief Nursing Officer, East Hawai'i Region	Hilo Medical Center

<b>Name</b>	<b>Role/Title</b>	<b>Affiliation</b>
Doreen Nakamura DNP, MBA, RN, NEA-BC, CCM	Member Director of Clinical Care, Retired	Formerly with UHA Health Insurance
Julio Zamarripa MSN, RN	Member Director, Medical Subspecialties	Hawaii Pacific Health
Clementina Ceria-Ulep PhD, MSN, RN	Ex-Officio Member Interim Dean & Professor, Nancy Atmospera-Walch School of Nursing	University of Hawai'i at Mānoa

### **Other Attendees**

<b>Name</b>	<b>Role/Title</b>	<b>Affiliation</b>
Laura Reichhardt MS, APRN, AGPCNP-BC	Executive Director	Hawai'i State Center for Nursing
Katherine Finn Davis PhD, RN, APRN, CPNP, FAAN	Associate Director, EBP	Hawai'i State Center for Nursing
Carrie Oliveira PhD	Workforce Researcher	Hawai'i State Center for Nursing
Liane Muraoka RN	Program Lead	Hawai'i State Center for Nursing
Donnelson Banquil	Administrative Officer	Hawai'i State Center for Nursing
Amy Ono	Administrative & Fiscal Support	Hawai'i State Center for Nursing
Brianne A. Kuwabara	Program Coordinator	Hawai'i State Center for Nursing

# Attachments:

## HSCN Annual Reports to the Governor & Hawai'i State Legislature

- [FY 2021 -2022 Annual Report](#)
- [FY 2021 Annual Report](#)



Hawai'i State Center for Nursing  
 Advisory Board Meeting Minutes  
 Tuesday, May 18<sup>th</sup>, 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

To ensure equal accessibility, this document is available in alternate formats (e.g. large print, digital copy, audio, etc.). Please contact Brianne Atwood at (808) 956-0545 or by email to [batwood@hawaii.edu](mailto:batwood@hawaii.edu) to request accessible alternative formats.

**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:	<b>9</b>	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:					<b>17</b>

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 &amp; 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

TOPIC	DISCUSSION	ACTION
	<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 1<sup>st</sup>, 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><b>Research Update</b></p> <p>Workforce Supply Survey - 2021 Supply Survey Fielding Update;</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• Relicensing closes on June 30<sup>th</sup>, which requires remediation plans to be in place</li> <li>• The current response rate will not meet the minimum number necessary to be representative and preserve the accuracy and validity of research findings.</li> <li>• 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.</li> <li>• The HSCN has created a postcard mailer, which includes a QR code for easy access to the Workforce Survey.</li> <li>• 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.</li> <li>• Carrier Oliveira requested the members support and asked them to encourage collages to complete the Survey.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• Julio commended the Center’s multi-pronged approach for remediation, which included</li> </ul>	<p>None, HSCN will issue the mailer by traditional mail and distribute an electronic version to email contact lists.</p>

TOPIC	DISCUSSION	ACTION
	<p>outreach to employers.</p> <ul style="list-style-type: none"> <li>• Carrie Oliveira thanked Susan Lee for bringing the issue to the attention of the Center.</li> </ul> <p>The Research Update session concluded at <b>5:49 PM</b>.</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><b>Hawaii Action Coalition HAC Update</b></p> <ul style="list-style-type: none"> <li>• The Hawaii Action Coalition (HAC) started in response to the Future of Nursing report.</li> <li>• The Center joined the HAC in 2012.</li> <li>• Mary Boland has been a member since its inception, with Beth Hoban joining in 2014/15 and have acted as co-leads.</li> <li>• Both Mary Boland and Beth Hoban are retiring, and will no longer hold the co-lead positions with HAC.</li> <li>• Laura Reichhardt commended Mary Boland and Beth Hoban for their leadership, representation of Hawaii on a national level as well as their continued innovation.</li> <li>• Mary Boland and Beth Hoban have worked with HAC to accomplish; <ul style="list-style-type: none"> <li>○ Continued removal of barriers for APRN scope of practice,</li> <li>○ The launch of school nurses in the Department of Education,</li> <li>○ Improving accessibility of nursing education, and</li> <li>○ Increasing the equity and diversity of nurses in leadership position.</li> </ul> </li> </ul> <p><b>Future of Nursing 2020-2030 Report</b></p> <ul style="list-style-type: none"> <li>• 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 12<sup>th</sup>, 2020</li> <li>• During the meeting a detailed review the entirety of the report or recommendations was not undertaken in the interest of time.</li> <li>• Laura noted that the report aligns well with the needs and issues of Hawaii.</li> <li>• 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.</li> </ul> <p>The Hawaii Action Coalition update concluded at <b>5:56 PM</b>.</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>



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

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

TOPIC	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>• Marketing video, some created as part of a nursing leaders grant some years ago.</li> <li>• Recommendation for the collection of testimony from nurses in support of the center’s activities.</li> <li>• A one page, high-level summary of the Center’s activities over the years.</li> </ul> <p>Subcommittee Discussion on Soliciting Support from Nurses at Large</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• This is dependent upon finalizing budget; will allocate funds to support this.</li> </ul> <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"> <li>• Retains role and activities of HSCN and Physician Workforce Assessment functions of H/PB AHEC.</li> <li>• Assesses fee to additional professions.</li> <li>• Establishes baseline workforce survey INSIDE of license renewal tool.</li> <li>• Supports workforce research, recruitment and retention for other healthcare professions .</li> </ul> <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"> <li>• Consider this as a secondary, longer term option</li> <li>• May end up being more feasible to make a legislative ask, as it addresses many professions’ needs</li> <li>• Will require careful negotiation and planning to maintain integrity of HSCN</li> </ul> <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"> <li>• <b>Feb 2021:</b> Draft Bill</li> <li>• <b>Mar 2021:</b> Develop Plan &amp; Timeline, Initiate Plan, Refine Bill</li> <li>• <b>May 2021:</b> Kick Off / Support Cultivation</li> <li>• <b>Jun-Nov. 2021:</b> Outreach &amp; Support</li> <li>• <b>Dec 2021:</b> Finalize Bill for Leg. Finalize Plan Leg &amp; Community Support</li> </ul> <p>The Finance Update session concluded at <b>6:23 PM.</b></p>	

TOPIC	DISCUSSION	ACTION
<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><b>Board Service</b></p> <p><b>Board Composition: The 9 person Advisory Board is comprised of two groups as follows;</b></p> <ul style="list-style-type: none"> <li>• Group 1: nursing executive; APRN; collective bargaining organization; doctorally-prepared nurse educator or doctorally-prepared nurse researcher.</li> <li>• Group 2: care delivery, Finance, Workforce, hospitals, Community agencies or consumer groups, etc.)</li> </ul> <p><b>Review of Membership &amp; Recruitment of Voting Board Members;</b></p> <ul style="list-style-type: none"> <li>• Anne Scharnhorst has reapplied for Group 1</li> <li>• 1 Vacant Group 1 position to fill</li> <li>• 1 Upcoming Group 2 position to recruit.</li> </ul> <p>The Board Service session concluded at <b>6:32 PM.</b></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><b>Board Development Planning</b></p> <p>Board Development and Activity Options for Aug 21<sup>st</sup> 2021 Strategic Planning Session:</p> <ul style="list-style-type: none"> <li>• Board Outreach and Marketing</li> <li>• Financial Planning/Management</li> <li>• AARP – Campaign for Action, support related to Future of Nursing</li> <li>• True Colors – The Four Color Personalities</li> </ul> <p><b>Request for Advisory Board Discussion</b></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"> <li>• Several member expressed interest in an activity on Board Outreach and Marketing.</li> <li>• No other recommendations were made.</li> </ul> <p>The Board Development discussion session concluded at <b>6:40 PM.</b></p>	<p>None</p>

TOPIC	DISCUSSION	ACTION
<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><b>New Business</b></p> <p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• UH Hilo launched Hawaii’s first BON Approved remedial and refresher course in April 2021.</li> <li>• 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.</li> </ul> <p><b>Upcoming Events</b></p> <ul style="list-style-type: none"> <li>• Nurses Month CNE Webinar Series - Updates on Advanced Practice Registered Nurse (APRN) Regulations and Prescriptive Authority to be held on May 25<sup>th</sup>, 2021 at 12-1 pm</li> <li>• 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.</li> <li>• National Forum Conference June 24th-26th, 2021, Washington DC</li> </ul> <p><b>Reminder</b></p> <p>Laura Reichhardt reminded the board of the upcoming Workforce Survey postcard</p> <p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Open Discussion &amp; Next Steps</b></p> <ul style="list-style-type: none"> <li>• She requested the member participation by nominating nurses to be featured.</li> <li>• No further new business was discussed.</li> </ul> <p>The New Business session concluded at <b>6:52 PM</b>.</p>	
<p>Adjournment</p>	<p>Meeting adjourned by chair Julio Zamarripa at <b>6:53 PM</b>.</p>	

Next Meeting                      The next Board Meeting will be held on August 21<sup>st</sup>, 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.

# HSCN ADVISORY BOARD

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## 2022 STRATEGIC PLANNING AND PRIORITY SETTING

### Planning and Priority Setting Overview

In preparation for the upcoming HSCN Strategic Planning and priority setting discussion to be held during the HSCN Advisory Board meeting on November 15<sup>th</sup>, 2022, HSCN has compiled a summary overview of program activities and requests members of the HSCN Advisory Board review. We hope this will inform and facilitate the discussion. Member input and recommendations are critical to driving HSCN initiatives and works forward.

### Meeting Overview – Planned Agenda and Discussion Topics

1. Review Work Effort Topics (see HSCN Work Effort Topics and Status Matrix)
2. Define a strategy for selecting priorities
3. Identify priorities

### HSCN Work Effort Topics and Status Matrix

This matrix describes the status of the Center for Nursing’s work efforts by topic. On the far-left column, there is a description of which mandate the work efforts fall under. The second column includes a brief description of the background and/or previous impetus for the work, which staff person(s) is responsible for the work, the status of the work, and unmet needs. Text highlighted in yellow are links to recently published resources developed by the Center for Nursing staff or relevant works and resources.

The right two columns indicated if there may be advisory board action or administrative action needed. Advisory Board action may include prioritization of work, support with strategy, or other activities relative to the Advisory Board duties and responsibilities. The Administrative Action may include engagement with statewide partners, re-organizing work efforts, or business development that is above and beyond the current actions of the program. Activities that may require future advisory or administrative support should be considered as an opportunity to invest in and further support the work effort and staff.



Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<p>research reporting.</p> <ul style="list-style-type: none"> <li>■ Contract with professional graphic designer to brand formatting and reduce staff formatting efforts.</li> </ul>		<b>administrative action</b>
	<ul style="list-style-type: none"> <li>● <b>Education Capacity</b> <ul style="list-style-type: none"> <li>○ Status of Work: <ul style="list-style-type: none"> <li>■ <b>Educational Capacity</b> activities are the oldest and longest standing research activities of the Center. Educational Capacity reports had a hiatus from AY2013-AY2015 and resumed for AY2016 the survey report has improved significantly and addresses topics identified by the survey findings annually.</li> <li>■ Survey fields annually in Spring</li> <li>■ Improved access to data through <b>infographics, and special reports</b>, webinars, dashboards, press releases, and technical support for use of data to partners</li> </ul> </li> <li>○ Unmet needs: <ul style="list-style-type: none"> <li>■ Professional editor and graphic designer (see supply).</li> </ul> </li> </ul> </li> </ul>	<b>No action needed</b>	<b>Maintain course</b>
Quality Outcomes And Best Practices	<p><b>Evidence-based Practice</b></p> <ul style="list-style-type: none"> <li>● The work effort includes 0.20 FTE (Katherine Finn Davis), contributed by NAWSON, and by Liane Hussey. EBP Program finds that workshops and efforts are labor intensive and are challenged with neighbor island and non-acute setting participation</li> <li>● EBP revenues support program expenses and underwrites some personnel. With increase in license fees, we may consider shifting away from underwriting personnel from revenues to better support program expenses needed to expand and innovate the program.</li> <li>● Status of Work: <ul style="list-style-type: none"> <li>○ EBP Program Key Stakeholders Steering Committee meeting in mid-November to identify priorities</li> <li>○ Clinical Workshop suspended in 2022 to allow Katherine to</li> </ul> </li> </ul>	<b>May require advisory action</b>	<b>Requires administrative action</b>



Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<ul style="list-style-type: none"> <li>○ investigate redesigning the program</li> <li>○ Educators Workshop and Collaborative facilitated through DLIR grants and national partnerships (The Ohio State University)</li> <li>○ Hawaii strategies and plans adopted by OSU - recognized as innovative and addressing current needs.</li> <li>○ EBP team is building academic and clinical educator leadership participation by statewide partners (launch in November 2022)</li> <li>○ Website repository development of projects (sourcing of web developer underway)</li> <li>● Unmet Needs: <ul style="list-style-type: none"> <li>○ Organizational adoption by statewide partners</li> <li>○ Scalable and accessible programs</li> </ul> </li> </ul>		
	<p><b>Nursing Continuing Professional Development</b></p> <ul style="list-style-type: none"> <li>● The Academic Progression In Nursing (APIN) Steering Committee prioritized continuum of professional development in 2017. Over time the APIN committee developed an increasing number of priorities that focused on continuing professional development. In 2019, the group was renamed to Nursing Continuing Professional Development Committee.</li> <li>● HSCN helped pass Act 127, SLH 2015 which required continuing competency activities for nursing license renewal.</li> <li>● 0.3FTE staff (Liane Hussey) is supported by NCPD partner contributions.</li> <li>● Status of Work: <ul style="list-style-type: none"> <li>○ Some activities are labor intensive or have challenges with participation or engagement. Other activities are thriving.</li> <li>○ <b>Writing Workshop</b> <ul style="list-style-type: none"> <li>■ Supports EBP participants and doctorally prepared nurses with dissemination of their work and development of high-level skills (academic journal writing)</li> <li>■ On a every 3 years schedule, last held 2020. Interim writing mentorship/support are being supported on a 1:1 basis by Katherine and Carrie, as appropriate.</li> </ul> </li> </ul> </li> </ul>	<b>Requires advisory action</b>	<b>Requires administrative action</b>



Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<ul style="list-style-type: none"> <li>● <b>Simulation Collaborative</b> <ul style="list-style-type: none"> <li>○ Work shared by Carrie Oliveira and Lianne Hussey</li> <li>○ Status of Work: Actively addressing some needs               <ul style="list-style-type: none"> <li>■ Reestablished a Simulation Collaborative comprised of academic and provider partners</li> <li>■ Carrie and Liane submitted a grant in October for funding from DLIR to support a simulation conference.</li> </ul> </li> </ul> </li> </ul>	<b>No action needed</b>	<b>Maintain course</b>
	<ul style="list-style-type: none"> <li>● <b>Continuing Nursing Education</b> <ul style="list-style-type: none"> <li>○ Status of Work:               <ul style="list-style-type: none"> <li>■ Work shared by Liane Hussey (nurse planner/program coordinator), Amy Ono (administrator), Carrie Oliveria (evaluator), Laura Reichhardt (nursing professional development director), with support by Brianne Atwood (database developer)</li> <li>■ Requires significant activities by multiple staff people; staff developed forms, processes and database improve function considerably</li> <li>■ NCPD Program director must be a master's prepared nurse</li> <li>■ ANCC accreditation through 2025</li> <li>■ Volume is consistent - 1-2 activities a month with approximately 50 participants</li> </ul> </li> <li>○ Unmet needs               <ul style="list-style-type: none"> <li>■ Online management system for learners</li> <li>■ Fees structure for joint-partnership (administrative fees); fees can generate revenue adequate to fund designated staff and/or online learning management system</li> <li>■ Needs staffing optimization and resources</li> </ul> </li> </ul> </li> </ul>	<b>No action needed</b>	<b>Requires administrative action</b>
Recruitment and Retention	<p><b>Wellness as a Factor for Recruitment and Retention</b></p> <ul style="list-style-type: none"> <li>● Supply survey findings and local research efforts identified concerning data related to nurse wellness.</li> </ul>	<b>Requires advisory action</b>	<b>Requires administrative action</b>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<ul style="list-style-type: none"> <li>● Hawai'i Chief Nurse Officer Collective identified this as a major priority</li> <li>● Status of Work: <ul style="list-style-type: none"> <li>○ Carrie Oliveira, Brianne Kuwabara and Laura Reichhardt worked with partners to collect articles related to subthemes; Carrie is editing the summary of background and literature documents</li> <li>○ Hawai'i Chief Nurse Officer Collective agreed to apply <b>Nurse Staffing Think Tank</b> solutions to meet Hawaii's needs. Workgroup will select priorities on 11/15/2022</li> </ul> </li> <li>● Unmet needs: <ul style="list-style-type: none"> <li>○ Solutions yet to be prioritized and recommended to state.</li> <li>○ Collaborative has requested that the HSCN Advisory Board identifies statewide priorities.</li> </ul> </li> </ul>		
	<p><b>Challenges Recruiting Nurses</b></p> <ul style="list-style-type: none"> <li>● Hawai'i Chief Nurse Officer (CNO) Collective is being convened by Laura Reichhardt with support by Carrie Oliveira, Brianne Kuwabara and Lianne Hussey. Work needs identified by the collective are assigned to staff based on activity type.</li> <li>● Hawai'i Chief Nurse Officer (CNO) Collective, HNRP Collaborative Steering Committee and HCPC Collaborative members describe that there are inadequate number of applicants for posted positions, delays with licensure acquisition, and high volume of professional development and staffing activities (i.e., residencies, transitions to new specialties, volume of travel nurses, and clinical education engagement) are straining the state's success to recruit nurses.</li> <li>● <b>Licensure delays</b> <ul style="list-style-type: none"> <li>○ Hawai'i CNO Collective identified this as a major priority</li> <li>○ Status of Work: <ul style="list-style-type: none"> <li>■ HAH has expressed interest in solving this challenge</li> <li>■ Carrie is drafting an information brief on the Nurse Licensure Compact</li> <li>■ Nurse Licensure Compact is being floated as a possible</li> </ul> </li> </ul> </li> </ul>	<b>Requires advisory action</b>	<b>Requires administrative action</b>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	solution		
	<ul style="list-style-type: none"> <li>● <b>Policy Engagement</b> <ul style="list-style-type: none"> <li>○ Status of Work:           <ul style="list-style-type: none"> <li>■ Bill tracking, testimony writing and submission, and policy education has been a mainstay activity for the Center for Nursing since its inception. With the nursing workforce shortages, there are an increased number of bills relating to nursing and healthcare workforce.</li> <li>■ Laura Reichhardt and Amy Ono manage the policy activities which include drafting bills, tracking possible legislation, scheduling legislator and stakeholder visits, drafting testimony, and education partners about policy implications and outcomes. Contributions by other staff to support evidence-based policy further support these efforts.</li> <li>■ From 2015-2019 Laura supported nursing graduate students by securing internships with the legislature and providing them with mentorship and context. Changes to curriculum design and increase in demand for new nurses have challenged student engagement, there has been no intern secured since 2020.</li> <li>■ Workload increase during the legislative session and demands to develop policy during the interim session (May-December when the legislature is out of session) is increasing workforce needs. Activities of the Center for Nursing staff have increased development of <b>informational briefs</b> and <b>research special reports</b> to support the Center's efforts to guide evidence-based policy.</li> </ul> </li> <li>○ Unmet needs           <ul style="list-style-type: none"> <li>■ Revised strategy, overall, will help address this area.</li> </ul> </li> </ul> </li> </ul>		
	<ul style="list-style-type: none"> <li>● <b>Transition to Practice Support</b></li> </ul>		<b>Requires</b>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<ul style="list-style-type: none"> <li>○ Hawaii CNOs and HNRP Collaborative prioritized development of specialty nurses in early 2021 <b>Assessment of Specialty Nurse Needs for Hawai'i</b>.</li> <li>○ HNRP Collaborative identified NRP for non-acute settings as an ongoing, and yet unmet need.</li> <li>○ Status of Work: <ul style="list-style-type: none"> <li>■ <b>Hawaii Nurse Residency Program</b> <ul style="list-style-type: none"> <li>● Brianne Kuwabara is the lead on this program; Donnielson Banquil and Amy Ono provide fiscal support on grants.</li> <li>● HNRP Collaborative meeting state's new-graduate acute care transition to practice needs.</li> <li>● HNRP Collaborative using HealthStream curriculum to train some nurses</li> <li>● Brianne continues to onboard new partners and connect with interested organizations.</li> <li>● HSCN is seeking sub-award funding from DOH Alcohol and Drug Addiction Division and UH Community Colleges/HAH to financially support this effort; US Department of Labor grant may also be a source of future funding (grant due 1/06/23)</li> </ul> </li> </ul> </li> <li>○ Unmet Needs: <ul style="list-style-type: none"> <li>■ Residency programs for LTC and other non-acute settings, to include funding and staff.</li> <li>■ Statewide transition to practice programs for incumbent nurses</li> </ul> </li> </ul>	<p><b>No action needed</b></p>	<p><b>administrative action</b></p>
	<p><b>Education Capacity</b></p> <ul style="list-style-type: none"> <li>● AY 21, UH system graduated 230 of the 442 nursing graduates in the state. State labor data as of September 2022, there were 1,000 LPN and RN vacancies and an anticipated additional 110 new nurse positions, annually through 230. Over 500 vacancies remain that cannot be accommodated by</li> </ul>	<p><b>No action needed</b></p>	<p><b>Maintain course</b></p>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<p>current graduation rates.</p> <ul style="list-style-type: none"> <li>● HAH has expressed interest in solving this challenge</li> <li>● A workgroup within UH System is working on a strategy to improve healthcare education capacity</li> <li>● Status of Work <ul style="list-style-type: none"> <li>○ <b>Hawaii Clinical Placement Collaborative (HCPC)</b> <ul style="list-style-type: none"> <li>■ Brianne Kuwabara is the lead on this program.</li> <li>■ Continues to support clinical education placement on Oahu and Kauai and is expanding to Maui.</li> <li>■ <b>Projections of Hawaii Nursing Clinical Placement Demand AY22 to AY26</b> find that schools are planning to grow by 20% by AY26 resulting in increased demand for clinical education.</li> <li>■ 0.6FTE staff is supported by HCPC partners</li> <li>■ Actively addressing current clinical needs for Oahu and Kauai</li> <li>■ Increased clinical capacity requires concerted coordination and change in strategy by current partners</li> </ul> </li> </ul> </li> </ul>		
	<ul style="list-style-type: none"> <li>○ <b>Clinical Placement for Allied Health</b> <ul style="list-style-type: none"> <li>■ Brianne Kuwabara is the lead on this program.</li> <li>■ Identified by HCPC, HAH, Honolulu Chamber of Commerce and other program provider partners as a need.</li> <li>■ Actively addressing the need <ul style="list-style-type: none"> <li>● Draft plan created, HSCN is seeking 6 months of funding from WDC to financially support this non-nursing effort.</li> </ul> </li> <li>■ Unmet needs <ul style="list-style-type: none"> <li>● Needs alternative funding source</li> <li>● Requires significant start-up staffing and resources</li> </ul> </li> </ul> </li> </ul>	<b>Requires advisory action</b>	<b>Requires administrative action</b>
	<ul style="list-style-type: none"> <li>○ <b>Faculty Shortages</b> continue to undermine schools' ability to</li> </ul>	<b>Requires</b>	<b>Requires</b>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<p>educate at the rate needed.</p> <ul style="list-style-type: none"> <li>■ Advisory Board prioritized this effort in 2018; Deans and Directors further prioritized this in 2020</li> <li>■ Laura Reichhardt supports policy and funding efforts, Carrie Oliveira supports research, Lianne Hussey supports the Just in Time Training with support from Amy Ono and Donnielson Banquil for fiscal support.</li> <li>■ <b>Faculty Shortage Infobrief</b> describes current faculty recruitment and retention environment. Salary, recruitment time, workload, and small and competitive applicant pool are all challenges.</li> <li>■ Governor funded Just in Time training for 40 instructors, annually (recurring funds); to be facilitated by the Center. Training is for both UH and private employees. These funds are recurring in the state budget.</li> <li>■ Governor funded increased 39 instructor positions for UH; private schools were not included in this effort. These funds are recurring in the state budget.</li> <li>■ Partners have identified remaining needs, including funding and positions for needed staff, salary adjustments, particularly at the community colleges.</li> <li>■ Unmet needs: <ul style="list-style-type: none"> <li>● Needs updated strategy and prioritization of goal/objectives/activities</li> <li>● More work is needed to move toward stabilization</li> </ul> </li> </ul>	<p><b>advisory action</b></p>	<p><b>administrative action</b></p>
	<ul style="list-style-type: none"> <li>○ <b>Preceptor Shortages</b> <ul style="list-style-type: none"> <li>■ Preceptors at all levels of education remain in short supply.</li> <li>■ The Preceptor Tax Credit program, administered by Laura Reichhardt and Amy Ono with database support by Brianne Kuwabara, along with AHEC colleagues, has successfully expanded APRN preceptors, but the yield is still less than</li> </ul> </li> </ul>	<p><b>Requires advisory action</b></p>	<p><b>Requires administrative action</b></p>



Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<p>projected demand. <a href="#">2021 PTC Annual Report</a> described outcomes.</p> <ul style="list-style-type: none"> <li>■ HBON recognizes precepting as a continuing competency activity.</li> <li>■ Organizations are in high demand for preceptors for residencies and education, but are challenged with securing volunteers.</li> <li>■ Unmet needs: <ul style="list-style-type: none"> <li>● Strategy and prioritization of preceptor development</li> </ul> </li> </ul>		
	<ul style="list-style-type: none"> <li>○ <b>Simulation Capacity</b> <ul style="list-style-type: none"> <li>■ Laura Reichhardt is working on fiscal and policy requests to support statewide needs.</li> <li>■ Campuses across the state are in dire need to update and upgrade simulation mannikins</li> <li>■ Few schools have staff formally trained in simulation, despite widespread use of this education model</li> <li>■ HSCN is seeking sub-award funding from UHCC/HAH to financially support re-equipping programs</li> <li>■ Unmet needs: <ul style="list-style-type: none"> <li>● Mannikin funding and purchasing</li> <li>● Funding for school's staff</li> </ul> </li> </ul> </li> </ul>		<b>Requires administrative action</b>
	<p><b>APRN Access to Care</b></p> <ul style="list-style-type: none"> <li>● Addressing APRN Access To Care has remained a policy priority since 2009 when APRNs gained full scope of practice authority. Today, APRNs continue to face barrier to practice in instances where state statutes and rules do not reflect the authorities granted in the nurse practice act.</li> <li>● Amy Ono has convened the APRN Policy and Practice Taskforce since 2012, which have continued to identify and address remaining barriers. Laura Reichhardt supports policy development and communication to</li> </ul>	<b>Requires advisory action</b>	<b>Requires administrative action</b>

Mandate	Work Effort Topics with Status of Work	Advisory Action?	Administrative Action?
	<p>stakeholders.</p> <ul style="list-style-type: none"> <li>● The State House leadership and representatives inquired about APRN scope of practice authority in 2021 with <a href="#">HR 99</a> and 2022 with <a href="#">HR 139</a> and have requested employers and the nursing profession to improve their understanding of APRN scope, remaining barriers, and potential action. The House recommended an interprofessional approach to this effort.</li> <li>● Unmet need: <ul style="list-style-type: none"> <li>○ Establish a work group to review remaining barriers and propose recommendations to remove identified barriers.</li> <li>○ Develop an education campaign to improve understanding of what APRN scope is, and how efforts to address obsolete laws differ from expansion of scope of practice.</li> <li>○ Administrative work effort support</li> </ul> </li> </ul>		

## Other Resources

The resources included below are not necessary to be reviewed for the Strategic Planning discussion, however, are included here as background documentation, should you have any questions.

- [1 SunshineLawGuide.docx](#)
- [2 State StateEthicsCodeOverview.docx](#)
- [3 Act 198 \(HB422 CDI\) SLH2003.docx](#)
- [4 Act 173 \(SB2146 SD2 HD1 CD1\) SLH2008.docx](#)
- [5 Act 62 \(HB1881 SD1\) SLH2014.docx](#)
- [6 Board Roles and Responsibilities 2019.docx](#)

## Hawai‘i State Center for Nursing: 2023 Advisory Board Meetings

Date	Type	Time	Location	Room
Tuesday 17-Jan-2023	Regular Meeting	5:30 P.M. -7:00 P.M.	Hawaii State Center for Nursing Biomedical Sciences Bld. 1960 East West Road Honolulu, HI 96822	Conference Room 105H
Tuesday 18-Apr-2023	Regular Meeting	5:30 P.M. -7:00 P.M.	Hawaii State Center for Nursing Biomedical Sciences Bld. 1960 East West Road Honolulu, HI 96822	Conference Room 105H
Tuesday 16-May-2023	Regular Meeting	5:30 P.M. -7:00 P.M.	Hawaii State Center for Nursing Biomedical Sciences Bld. 1960 East West Road Honolulu, HI 96822	Conference Room 105H
Saturday 19-Aug-2023	2022 Strategic Planning Session	8:30 A.M. -12:30 P.M.	TBD	
Tuesday 14-Nov-2023	Regular Meeting	5:30 P.M. -7:00 P.M.	Hawaii State Center for Nursing Biomedical Sciences Bld. 1960 East West Road Honolulu, HI 96822	Conference Room 105H

### Remote Meeting Access Details

- To join the ZOOM meeting via the internet or smart device  
<https://us06web.zoom.us/j/98145550776?pwd=aGhGdkpzaVdTbmIwK2RPN1pnbTladz09>  
 Meeting ID: **981 4555 0776** Passcode: **HSCNBOARD!**
- To join the ZOOM meeting by phone, dial by your location at one of the following numbers  
 +1 253 215 8782 US (Tacoma) or +1 346 248 7799 US (Houston) or +1 669 900 6833 US (San Jose) or +1 301 715 8592 US (Washington DC) or +1 312 626 6799 US (Chicago) or +1 929 436 2866 US (New York)  
 Meeting ID: **981 4555 0776** Passcode: **8220415715**

To ensure equal accessibility, this document is available in alternative formats (e.g. large print, digital copy, audio, etc.) upon request. Please contact Brienne Atwood at [batwood@hawaii.edu](mailto:batwood@hawaii.edu) or by phone at (808) 956-0545 to requests accessible alternative formats.