



HAWAI'I STATE CENTER FOR NURSING (HSCN) ADVISORY BOARD MEETING MINUTES (DRAFT)

Date: Tuesday, January 27, 2026

Time: 4:00–5:30 PM

Location: Hawai'i State Center for Nursing Conference Room C105H, Biomedical Sciences Building, 1960 East-West Road, Honolulu, HI 96822, and via Zoom Interactive Conference Technology (ICT)

To ensure equal accessibility, these minutes are available in alternative formats (for example, large print, ADA-compliant electronic copy, or audio). Please contact Brianne Atwood Kuwabara at (808) 956-0545 or batwood@hawaii.edu to request accommodations.

HSCN Meeting Video Link: <https://youtu.be/tazUt6ekxNQ>

Meeting 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.

Meeting Minutes:

1. Call to Order, Welcome, and Roll Call (4:02 PM)

Presiding Officer: Laura Reichhardt, Director, Hawai'i State Center for Nursing

Note: As the Advisory Board was between elected Chairs at the time of this meeting, Director Laura Reichhardt presided over the meeting in lieu of a Chair, in accordance with Board practice.

Video Timestamp: 00:01:53

Laura Reichhardt called the meeting to order at approximately 4:02 PM and:


- Welcomed Advisory Board members, staff, and members of the public.
- Provided an overview of the agenda and meeting flow.
- Confirmed that the meeting was being conducted in compliance with Hawai'i Sunshine Law requirements for interactive conference technology meetings.

Roll Call and Quorum:

- A roll call of Advisory Board members, ex-officio members, and staff was conducted.
- A quorum of voting members was confirmed.

Advisory Board Members Present:

- Jovana Apo, RN, BSN.
- Jeannette Ayers-Kawakami, DNP, MSN, RN
- Linda Beechinor, DNP, APRN
- Sondra Leiggi Brandon, DNP, MBA, MPH, PMHNP-BC, FNP-C, APRN, FAAN
- Sarah Kamakawiwo'ole, MSED, MPH
- Olivia Kim, MBA, BSN, RN, LNHA
- Tammie Napoleon, DNP, APRN-Rx, PPCNP-BC

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- Amy Thomas, MSN, APRN, FNP

Ex-Officio Members Present:

- Clementina Ceria-Ulep, PhD, MSN, RN

HSCN Staff Present:

- Laura Reichhardt, Director
- Carrie Oliveira, Workforce Researcher
- Katherine Finn Davis, Associate Director, Evidence-Based Practice
- Brianne Atwood Kuwabara, Program Coordinator

2. Public Testimony (General) (4:07 PM)

Video Timestamp: 00:03:52

Laura Reichhardt reviewed public testimony procedures and:

- Explained options for oral and written testimony, including visual testimony under Act 12 (2024).
- Noted Sunshine Law requirements related to public access, meeting recess, and termination in the event of connectivity loss.

The presiding officer formally called for public testimony.

- No oral testimony was offered.
- No written testimony was received.

Action: None.

3. Advisory Board Leadership and Governance (4:12 PM)

Video Timestamp: 00:06:10

a.) Leadership Elections (Action Item)

Laura Reichhardt provided an overview of leadership roles and election procedures and:

- Explained that leadership elections were being conducted due to the completion of former leadership terms.
- Reviewed Chair and Vice Chair responsibilities, noting that roles are voluntary and tied to meeting facilitation and representation.

Nominations:

- Chair: Jeannette Ayers-Kawakami (self-nominated).
- Vice Chair: Linda Beechinor (self-nominated).

The presiding officer called for public testimony on the agenda item.

- No public testimony was received.

Motion: Sarah Kamakawiwo'ole moved to elect Jeannette Ayers-Kawakami as Chair and Linda Beechinor as Vice Chair.

Second: Sondra Leiggi Brandon.

Roll-Call Vote:

- Jovana Apo – Aye
- Jeannette Ayers-Kawakami – Aye
- Linda Beechinor – Aye
- Sondra Leiggi Brandon – Aye
- Sarah Kamakawiwo'ole – Aye
- Olivia Kim – Aye
- Tammie Napoleon – Aye
- Amy Thomas – Aye

Outcome: Motion passed unanimously. Newly elected officers will assume their roles at the next meeting.

a) Sunshine Law and Ethics Training Update

Laura Reichhardt and Brianne Atwood Kuwabara summarized governance training to be provided to

Board members in a self-directed educational module, on the topics of:

- Recent Sunshine Law amendments affecting remote meetings, visual testimony, agenda specificity, and board packet deadlines.
- Advisory board ethics obligations, permitted interactions, and conflict-of-interest expectations.
- Operational changes related to modernized minute-taking and posting draft minutes within statutory timelines.

Board members were invited to ask questions. No questions were raised.

Action: None.

4. Annual Report – Year in Review (4:32 PM)

Video Timestamp: 00:12:52

Laura Reichhardt presented highlights from the 2024–2025 HSCN Annual Report, noting that the report is intended to orient both Advisory Board members and the public to the Center’s scope of work, statutory mandates, and statewide impact. She emphasized that the presentation represented a condensed version of the full Annual Report, which provides more detailed narrative, data tables, and visuals.

a.) Strategic Plan Overview

Laura Reichhardt summarized the Center’s updated strategic plan, explaining that it was developed through an appreciative inquiry process that included discovery focus groups and stakeholder engagement. She reviewed the three priority areas:

- **Enhanced Nursing Education** – strengthening the educational pipeline and capacity across the state;
- **Nursing Professional Development** – supporting nurses from novice to expert through continuing education and transition programs; and
- **Leadership Development** – cultivating future nursing leaders who can influence policy, education, and practice.

Laura further reviewed the updated mission and vision statements, explaining that the emphasis on workplace conditions, professional fulfillment, and retention reflects the Center’s role in addressing not only workforce numbers, but also the environments in which nurses practice.

b.) Organizational Transitions

Laura Reichhardt announced that Katherine Finn Davis would be stepping down from her role as Associate Director for Evidence-Based Practice to focus on her academic leadership at the University of Hawai’i and her clinical leadership responsibilities. Laura expressed appreciation for Katherine Finn Davis’s long-standing contributions to the Center, noting her role in establishing and expanding evidence-based practice initiatives statewide.

- Katherine Finn Davis addressed the Board, stating that the Evidence-Based Practice (EBP) program is in a strong position and that core activities and resources will continue. She explained that Liane Hussey would assume day-to-day oversight of EBP-related work and emphasized that she remains available to support the Center and its partners as needed.
- Laura Reichhardt then introduced Carrie Oliveira as assuming expanded responsibilities as Associate Director, in addition to her ongoing role as Workforce Researcher. Carrie Oliveira briefly described the evolving nature of the role and her focus on internal coordination, strategic alignment, and data-informed decision-making.

c.) Workforce Research and Data Updates

Carrie Oliveira presented a structured review of nursing workforce data, aligned with the meeting slides. Key discussion points included:

- **Education Capacity:** LPN enrollment capacity increased substantially in AY 2022–2023, helping address a worsening LPN shortage; however, projections indicate shortages will persist without sustained intervention. Enrollment demand exceeded capacity in pre-licensure RN programs,

reflecting continued strong interest in nursing.

- **Faculty Capacity:** Hawai'i's full-time nursing faculty vacancy rate was approximately 13 percent, nearly twice the national average. Recruitment and retention of faculty and access to quality clinical training sites remain the most significant challenges statewide.
- **Workforce Supply Survey:** A total of 16,731 surveys were submitted, with 15,532 valid records, representing the largest response volume in the survey's 18-year history. These data position Hawai'i as having one of the most comprehensive state-level nursing workforce datasets in the country. A full analytical report is forthcoming.
- **Workforce Projections (through 2037):** Projections indicate an extreme and worsening LPN shortage; a currently stable RN supply that could shift to shortage by 2030 if education capacity declines; and an apparent oversupply of nurse practitioners that likely reflects underutilization rather than excess supply. Persistent geographic maldistribution was noted, with O'ahu relatively oversupplied and Neighbor Island counties experiencing shortages.

DISCUSSION: Clementina Ceria-Ulep asked whether workforce adequacy differed by care setting, particularly long-term care. Carrie Oliveira responded that while aggregate RN supply appears adequate, long-term care and other high-need settings face persistent recruitment challenges. Laura Reichhardt added that workforce planning must account for service demand, geography, and care setting, not population alone.

d.) Best Practices and Quality Outcomes

Laura Reichhardt presented updates on nursing professional development and quality initiatives.

Discussion highlights included:

- **Continuing Nursing Education:** In calendar year 2024, HSCN offered 11 courses and issued 8,318 accredited contact hours to 592 participants, 95 percent of whom were nurses. Course delivery transitioned to the InREACH learning management system to improve access and administration.
- **Evidence-Based Practice (EBP):** Four organizations, Hawai'i Pacific Health, Shriners Hospitals for Children, The Queen's Medical Center, and Tripler Army Medical Center, began piloting practice changes through the statewide EBP initiative. An EBP repository was developed and soft-launched in early 2025 to support shared learning across partners.
- **Hawai'i Nursing Scientific Symposium:** The inaugural symposium was held on October 4, 2024, with 73 nurses attending from three counties. The event was fully supported by nurse license fees. The next symposium is scheduled for February 27, 2026.
- **Simulation and Clinical Faculty Training:** HSCN subscribed to the Western State Simulation Alliance to expand access to simulation scenarios and best practices. The Center also utilized \$27,000 in general funds to support foundational clinical teaching and simulation training priorities identified by the Deans and Directors Working Group.

e.) Recruitment and Retention Programs

Brianne Atwood Kuwabara presented updates on recruitment and retention initiatives. Key points included:

- **Hawai'i Clinical Placement Collaborative (HCPC):** In AY 2024–2025, HCPC facilitated 3,334 student placements (+5.7 percent year-over-year), supporting 336,206 clinical education hours, including 6,889 graduate-level hours. Placements included approximately 500 cohort-based rotations and 286 preceptor-led rotations. The student-to-faculty ratio decreased from 6.3 to 6.1. Capacity constraints persisted in pediatrics, obstetrics, and psychiatry.
- **Hawai'i Nurse Transition to Practice Program (HNTP):** 2025 outcomes included the inaugural Hawai'i Transition to Practice Conference with more than 100 participants, continued partner funding to offset employer training costs, and expanded Neighbor Island participation exceeding workforce representation.

Laura Reichhardt provided updates on policy-related efforts and tax credit programs related to

recruitment and retention initiatives.

- **Nursing Policy and Advocacy:** HSCN identified 237 state statutes for potential amendment and engaged more than 85 participants in public policy training between January and June 2025.
- **Preceptor Tax Credit Program:** For the 2024 tax year, 311 preceptors were awarded 664 tax credits (\$664,000 total value). Since program inception, 102 providers are new to precepting. Legislative refinements to expand and fine-tune the program are anticipated.

DISCUSSION: Laura Reichhardt added that HSCN is exploring additional rural health funding opportunities to sustain and expand recruitment and retention efforts.

Action: None.

5. Legislative Updates (5:15 PM)

Video Timestamp: 00:57:03

Laura Reichhardt provided an overview of legislative activity and policy initiatives relevant to HSCN's statutory role. Key discussion points included:

- **Interprofessional Statutory Barrier Review:** Laura summarized a multi-year review of Hawai'i Revised Statutes affecting healthcare practice. She explained that HSCN collaborated with other health professions, state agencies, employers, and legislative staff to identify outdated statutory language and propose amendments intended to modernize scopes of practice and reduce administrative barriers.
- **Preceptor Tax Credit (PTC):** Laura reviewed recent program outcomes and participation trends, noting that the tax credit has supported expansion and stabilization of the preceptor pool. She explained that proposed legislative refinements would seek to expand eligibility to additional specialties and uncompensated practice settings while preserving the program's original intent.
- **Nurse Staffing and Wellbeing Legislation:** Laura summarized proposed measures related to staffing committees, public-facing staffing dashboards, and potential changes to HSCN Advisory Board composition. She noted operational considerations, including board size, quorum reliability, and administrative burden.
 - Effort to address nurse recruitment/retention through legislative staffing initiatives.
 - HSCN IMPACTS: *Board composition impact to HSCN, Mandate impact to HSCN, Financial impact to HSCN

BOARD DISCUSSION: Board discussion aligned with the legislative topics presented and focused on implementation and governance considerations.

- **Board Composition and Quorum:** Sarah Kamakawiwo'ole expressed concern that expanding the Advisory Board could create quorum challenges under Sunshine Law requirements, particularly given member availability and the administrative burden of rescheduling meetings.
- **Comparative Models:** Amy Thomas asked whether staffing committee and transparency models implemented in other states, such as Washington, have demonstrated measurable workforce or quality outcomes that could inform Hawai'i's approach.

Additional legislative considerations discussed:

- **Nurse Licensure Compact (NLC):** Laura Reichhardt summarized prior feasibility analyses and noted potential fiscal and operational impacts to HSCN. She emphasized the importance of maintaining emergency licensure mechanisms during declared emergencies.
 - NLC is one mechanism to address nursing access in Hawaii, in addition to nursing education, nursing recruitment and retention efforts (see HNTTP, below), and temporary permits ([Act 95, SLH 2024](#))
 - HSCN IMPACTS: A financial impact to HSCN as well as a financial incentive related to the Rural Health Transformation Program

- **Emergency Licensure Authority:** Linda Beechinor noted that emergency proclamations do not automatically include licensure provisions, underscoring the need for deliberate statutory or executive action.

Laura Reichhardt reiterated that HSCN's role in these matters is advisory and informational, and that no formal positions, recommendations, or commitments were adopted during this discussion.

Action: None.

6. 2026 Advisory Board Meeting Schedule (Action Item) (5:25 PM)

Video Timestamp: 01:21:00

Laura Reichhardt presented the proposed 2026 Advisory Board meeting schedule and:

- Reviewed anticipated meeting cadence and timing.
- Noted considerations related to quorum, scheduling efficiency, and Sunshine Law compliance.

Motion: Linda Beechinor moved to approve the 2026 meeting schedule as presented.

Second: Jeannette Ayers-Kawakami.

Vote Outcome: Motion passed.

7. Upcoming Events (5:26 PM)

Video Timestamp: 01:22:53

Laura Reichhardt announced upcoming events and opportunities for Board awareness, including:

- Hawai'i Nursing Scientific Symposium scheduled for February 27, 2026 (sold out).
- Upcoming statewide nursing education and training activities.

The presiding officer called for public testimony on this agenda item.

- No public testimony was received.

8. Adjournment (5:27 PM)

Video Timestamp: 01:25:00

With no further business:

- Laura Reichhardt thanked members for their participation and engagement.
- The meeting was adjourned at approximately 5:30 PM.

Next Meeting: To be held in accordance with the approved 2026 Advisory Board meeting schedule.

NOTE: These minutes are posted as DRAFT on the [Hawai'i State Center for Nursing](#) website in accordance with HRS §92-9 and will be presented for formal approval at the next publicly-noticed meeting of the HSCN Advisory Board.

Questions, Public Participation, and Additional Information

Members of the public are encouraged to attend and observe meetings of the Hawai'i State Center for Nursing Advisory Board. Public participation is welcomed in accordance with Hawai'i Sunshine Law requirements, including opportunities to provide testimony on noticed agenda items. Meeting notices, agendas, and instructions for attending in person or remotely are posted in advance on the Hawaii State Meeting Calendar.

For questions regarding this meeting or Advisory Board activities, please contact Brianne Atwood Kuwabara, Program Coordinator, Hawai'i State Center for Nursing, at (808) 956-0545 or batwood@hawaii.edu

Written meeting minutes and archived meeting recordings are available on the Hawai'i State Center for Nursing website at: <https://www.hawaii-center-for-nursing.org>

Next Meeting

The next regularly scheduled HSCN Advisory Board meeting is planned for April 7th, 2026, and will be held in the Hawai'i State Center for Nursing Conference Room, Biomedical Sciences Building, Honolulu, Hawai'i. Meeting notices, agendas, and access information will be posted in advance in accordance with the Hawai'i Sunshine Law.