

**WCN Board of Directors Meeting**

**Friday, December 3, 2021 (10:00 am to 1:30 pm)**

**Washington Center for Nursing Office  
Minutes**

Present: Michelle James, Debbie Brinker, Melissa Hutchinson, Steven Simpkins, Edna Cortez, Katie Eilers, Victoria Fletcher, Antwinett O. Lee, Estrellita Munoz, Jamie Shirley

Staff: Brenda Little, Theresa Berry

Excused: David Keepnews, Diane Sosne, Tim Bock

<b>Topics</b>	<b>Discussion</b>	<b>Action Needed</b>
Call to order	Michelle James called the meeting to order at 9:44 am.	
Consent Agenda <ul style="list-style-type: none"><li>• WCN July 29, 2021, Board Minutes</li><li>• WCN November 11, 2021, Finance Committee Minutes</li><li>• WCN November 11, 2021, Board Minutes</li><li>• Proposed Board Meeting Dates for 2022</li></ul>	Michelle reviewed the consent agenda with the group. After discussion, Edna Cortez moved, Melissa Hutchinson seconded to approve the Consent Agenda. Unanimous approval.  Michelle and Steven announced the year-end bonuses to the staff. The Board of Directors has decided to award staff members a bonus of \$1,000 for their hard work during the past year.	Edna Cortez moved; Melissa Hutchinson seconded to approve the Consent Agenda. Unanimous approval.
DOH/NCQAC Deliverables in 2022	Sofia walked the members through the DOH/NCQAC Deliverables. She began with the deliverables due in 2022.	

<p>How can organizations get involved?</p>	<ul style="list-style-type: none"> <li>• Official transition of Critical Gaps to WCN to be announced during January 14<sup>th</sup> NCQAC meeting</li> <li>• Diverse Nurse Faculty Mentoring pilot launching with workshop scheduled for January 28<sup>th</sup> and 29<sup>th</sup> Eleven mentors and 12 mentees have registered</li> <li>• New Datasets for Supply, Demand, and Education due March 30, 2022</li> <li>• Agenda for Nurses Week in May of 2022?</li> <li>• Nursing Workforce Data 101 video by June 30<sup>th</sup></li> </ul> <p><b>Premiera grant funds supplementing So You Want to Be a Professor</b></p> <ul style="list-style-type: none"> <li>• Yearly report submitted—awaiting grant for 2022</li> <li>• Plans to video faculty for sustainability by June 30<sup>th</sup></li> </ul> <p><b>Activities related to other grants</b></p> <ul style="list-style-type: none"> <li>• So You Want to Be a Population Health Nurse—by June 30<sup>th</sup></li> <li>• Critical gaps bridging into Future of Nursing 2030</li> </ul> <p>It was noted the VA would be interested in mentoring program; Providence would also be interested. Discussion about updating the Board on the final data report. Also, discussion about presenting to a larger group. NCQAC is doing a data visualization that will be on their website. There may be some differences and Angelina has reached out to follow-up on project. Sofia suggest AACN might be part of the group to reach out to on the data. The data will be reported to the Board of Directors meeting at the end of February 2022.</p> <p>For Nurses Week for 2022, Sofia noted we still have the hold on Salty's for the last two years. Thoughts on an event? Previously we were centering around nurse wellness. Burnout and wellness are a top priority still. Something about resilience too. Is there an agenda for Salty's? Is there something we'd like to see, Edna noted Children's does an event at Ray's Boathouse? Perhaps EDI insecurities and/or racial inequities. The Future of Nursing 2030 had been part of the last year and we had also talked to Sue Hassmiller about speaking. Sue's office had suggested a video presentation for us last year, we'd have to reach out t her office again. It is important for her office to have details about the event and the audience. Is this event a fundraiser? It usually is a fundraiser. Some discussion about the size of the group. Brenda suggested including nurse leaders. Victoria noted a Johnson &amp; Johnson event and talked about sponsors buying tables priced for sponsorship. J&amp;J has a new campaign 'Proudly Standing with Nurses' and they are looking for stories of nurses and they are seeking nominations.</p>	
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Would anyone volunteer to be one of the planners? Melissa and Edna volunteered, if anyone else wants to join, let us know.

Discussion on completing a video on nursing workforce data call Nursing Workforce 101 by June 30<sup>th</sup>. Reaching out for suggestions. Is there an opportunity to have the NCQAC participate to include them, that they are beside us on the data? NCQAC is working with us on messaging with HELMS rollout. It could inform the HELMS outreach and possibly inform this work too. If you have audience for this video, please sent information to Brenda.

Other activities she reported on include:

So You Want to be a Professor - we just submitted our yearly report to Premera and expect to receive our last year of funding. We reached out to target of participants with two workshops. Discussion on the demographics for participants. We are finding after one year that people are taking on adjunct faculty roles to begin careers. It is a pool of people that can grow into bigger roles. Our evaluators from WSU want to interview SYWTBAP faculty.

Other grants include the HRSA/UW Grant that includes developing So You Want to be a Public Health Nurse workshop by June 30<sup>th</sup>.

WCN has begun facilitating the Critical Gaps Workgroups.

Bridging into Future of Nursing 2030. Our Leadership WNAC is exploring this work. If you have any ideas on plugging in the nursing community, please sent to Sofia.

Future of Nursing Highlights:

**Acting Now to Improve the health and well-being of the nation**

- Addressing demand for nursing
- Examining changes to nursing: new roles, changes in health care

**Lifting barriers to expand the contributions of nursing**

- All nurses to practice to the top of their license
- Example: addressing operational barriers to ARNP prescriptive authority in WA State

	<p><b>Designing better payment models</b></p> <ul style="list-style-type: none"> <li>To address social needs, SDOH, and advance health equity</li> </ul> <p><b>Strengthening Nursing Education</b></p> <ul style="list-style-type: none"> <li>Coursework and experiential learning to advance health equity</li> <li>Recruitment of diverse students and faculty</li> <li>Population-based skills</li> </ul> <p><b>Valuing Community and Public Health Nursing</b></p> <ul style="list-style-type: none"> <li>School nurses, public health, and community health nurses</li> </ul> <p><b>Fostering Nurses' Roles as Leaders and Advocates</b></p> <ul style="list-style-type: none"> <li>Recognizes the importance of diversity and equity</li> <li>Mitigate effects of discrimination and bias in health care</li> </ul> <p><b>Preparing Nurses to Respond to Disasters</b></p> <p><b>Support health and well-being of nurses</b></p> <ul style="list-style-type: none"> <li>Recognizes quality, safety, and cost of care provided</li> </ul> <p>Discussion about nursing payment model. Report has gone to the Governor, legislators, and stakeholders, but not sure there is a nurse on this group. Building the relationship with Health Care Authorities. We want to pull them in and get their take on this work. We want to increase the use of ancillary personnel, having the nurse be able to lead and direct, nurses need to be able to lead this interdisciplinary/adjunct workers. The hospital calls them support staff. Discussion about nurses' role in that idea.</p>					
Bylaws Revisions	<p>Issues of consideration identified by consultant</p> <ul style="list-style-type: none"> <li>Technical Changes</li> <li>Areas for Discussion <ul style="list-style-type: none"> <li>Appointments by Organization</li> <li>Nursing Commission as non-voting member?</li> <li>Next Steps</li> <li>Including legal review</li> </ul> </li> </ul> <p>Suggested Revisions are:</p> <p>3.2.1 Directors Appointed by Organizations: The Board of Directors of each of the organizations listed below may appoint the number of directors with the stated qualifications:</p> <table data-bbox="527 1339 1486 1401"> <tr> <td>NWONL</td> <td>2 RN members</td> </tr> <tr> <td>WSNA</td> <td>2 RN members, 1 being a staff nurse</td> </tr> </table>	NWONL	2 RN members	WSNA	2 RN members, 1 being a staff nurse	
NWONL	2 RN members					
WSNA	2 RN members, 1 being a staff nurse					

UFCW	2 RN members, 1 being a staff nurse
SEIU 1199 NW	2 RN members, 1 being a staff nurse
CNEWS	2 RN members
CNEWS	1 four-year college or university, 1 CTC
Multicultural Nursing Organization	1 RN member

3.2.2 Appointing organizations will consult with the Nominating Committee in order to assist WCN in reaching Board representation which reflects geographical, educational preparation, professional experience and expertise, cultural diversity, age and gender.

3.2.2 The board of directors of WCN may specify reasonable qualifications, process, schedule, and certification in regard to the way Organizations listed in 3.2.1 appoint WCN directors.

3.2.2 Directors Elected by the Board: The Board shall Elect the number of directors with the stated qualifications as follows:

ARNP	2 ARNP member
LPN	1 LPN member
Public Health	1 RN member
At Large RNs	2 RN members
Immediate Past President	1 member
*Multicultural Nurse Organization	1 member

3.6 Appointments confirmed by the Board of Directors. All appointments, whether by organizations or by the Board of Directors are to be approved by majority vote the Board of Directors at the Annual meeting.

Should NCQAC be added as a non-voting board member? What's the current state of our relationship?

- Would addition of NCQAC to the WCN BOD be value added?
- 2022-2025 Strategic Plan: Where was NCQAC mentioned?
- Consultant Guidance
- Practices of other boards
- Attorney input is key

	<p>Questions? Thank you to Sofia for the work to rebuild the relationship with NCQAC. We are in a very different place than we were a year &amp; half ago. Do you think that relationship is dependent on the players involved or the institutions? The new leader when Paula steps down will be important. Suggested formality written down for the WCN/NCQAC relationship can help in the succession planning following Paula leaving her position. Sofia noted the formalized MOU for CNEWS. The consensus document was important, it was like a MOU defining the work with Critical Gaps. Having leaders from other DOH departments at the table continues to let them know we should be at the table, it is helpful. Katie noted that the WCN Skills and the Critical Gaps transition shows we are in a better place. We want to be clear on process for a NCQAC Rep. Probably needs to be a discussion with NCQAC ED.</p> <p>We could hard wire a standing agenda item to keep NCQAC in the loop. Discussion and make sure that is on any template agenda. Does that make us subject to public exposure? We limited their participation to one hour, it is an easier with to control what they know. How much would they be privy to at our board meetings? Limited in the past to the agenda for the one hour they participate. Does Katie run into the same exposure? Discussion on what would the role be and what is a necessity for the public disclosure. Are there concerns because our old relationship?</p> <p>At a minimum leaving NCQAC as a standing agenda item and consult with the attorney. We want to make sure to keep our relationship collaborative.</p> <p>Do we have perspective board members complete an application? We do have a policy around board member attendance and make them aware of that commitment. We do let the individual know at the end of the year about board attendance. Theresa was able to pull up the Key Dimensions document we have done in the past. We may want to review the process as we continue to develop the bylaws.</p> <p>All will have to come back to the board at our next meeting. Any additional follow-up with bylaws consultant? He was good with the changes, and he wants to see where we land finally.</p>	<p>NCQAC to remain an agenda item for board meetings.</p>
Break		

<p>Goodbyes &amp; Celebrations</p>	<p>Thank you to everyone for getting your lunch gift certificates to enjoy together.</p> <p>Thank you again to Debbie with incredible gratitude. Debbie noted she treasures all of you. The way the staff and the board worked together with integrity. She is looking forward to seeing all your great work!!</p> <p>Sofia - Victoria has been with us from the beginning and her support has been immeasurable. With her expertise and collaborative nature, she helped get us through the tough times. As WCN President she was truly a humble and fervent leader, not afraid of conflict and believed that government and large agencies can make change. You bring such a calm and supportive nature to the table. You were the nice calm port in the storm.</p> <p>Victoria, you always, come to meeting prepared and ask such great questions. Just share my appreciation on your commitment, you had the historical perspective and open, growing our equity and inclusion in our WCN work and challenge me to be a better Allie. Am I doing it for the right reasons? Led the search for ED</p> <p>The focus on justice and diversity &amp; equity, especially this last year, took on so much from your wisdom. Hope I've grown and expanded my knowledge by your insight and dedication. And she showed up while with surgery and appointments.</p> <p>Victoria - We needed your leadership and keeping us in check. She was not a founding member but was at the summit to begin the work and WCN was six months old when she joined. An organization needs to evolve, and it does, first at 10 years with loss of the first ED. We are now on solid ground; staff is strong and that makes this a good time to leave and appreciates every one of you and still hope to stay involved. And thank you for the beautiful flowers,</p> <p>Thank you to Estrellita for your commitment and time you spent at WCN.</p> <p>Sofia - They have both done so much for my growth, great models of grace and diplomacy, great mentors in models in collaboration. I appreciate when they were there publicly and behind the scenes. Thank you about their growth and contributions to getting all of you on board. Their contribution is more than they think individually.</p>	
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Round Robin	What would people like to share with the rest of the board.?	
Meeting Evaluation	What went well, what do we need to change? All feedback is appreciated. You can send by chat and by email to Sofia & Michelle. Debbie wanted to thank Michelle for her leadership, today went very smoothly, very nice meeting and again thanks for all of you.	
Next Meeting	Adjourned 11:40 am  The next WCN Board of Directors Meeting is February 25, 2022 8:30 am to 9:30 am WCN Finance & Sustainability Committee 9:30 am to 1:30 pm WCN Board Meeting Location to be determined.	

Submitted by: Frank Kohel

Approved: