

**WCN Board of Directors ZOOM Meeting**

**Friday, September 18, 2020 (9:30 am to 1:30 pm)**

**Washington Center for Nursing Office  
Minutes**

Attended: Sofia Aragon, Theresa Berry, Michelle James, Debbie Brinker, Steven Simpkins, Chris Birchem, Katie Eilers, Victoria Fletcher, Sally Watkins, Melissa Hutchinson, Shelby Gale, Rosie Houck, Brenda Little, Rebecca Pizzitola, Antwinett Lee, Diane Sosne, Jamie Shirley, Tim Bock

<b>Topics</b>	<b>Discussion</b>	<b>Action Needed</b>
Call to order	Michelle James called the meeting to order at 9:34 am. Michelle asked new Board Member Tim Bock, NWONL Representative to introduce himself to the group. Introductions of attendees to Tim. Switch Agenda and move the COVID 19 Study by Jenny Nguyen to 10:30 am.	
Consent Agenda	Any questions or concerned about Consent Agenda? Any subject to pull off the consent Agenda? Move to approve the minutes and the consent agenda. Diane Sosne moved to approve the Consent Agenda. Antwinett seconded. All approved.	Moved, second to approve the Consent Agenda. All approved.
SYWTBAP Update	<p>Sofia to give a brief introduction to the So You Want to Be a Professor (SYWTBAP) program and noted where it fits in the WCN strategic plan. Antwinett noted the difference in the workshops from 2019 to 2020 and moving to a ZOOM format. This year was broken out in three sessions, teaching, service and research. Noted the challenges with the technology.</p> <p>Any questions? Sofia noted we now want to see how we can keep the attendees engaged moving forward. We are exploring future workshops to keep them engaged. Sofia also reported on the evaluation process. Do we know the number of faculty vacancies in Washington State? We will be getting new data from NCQAC. NCQAC is implementing a new survey design. Discussion. Interested in how many faculties are planning on retiring and how many nursing students are interested in becoming faculty. Noting the effect of COVID and possible new opportunities. Discussion. Noted the</p>	

	current hiring freeze and possible salary changes. Discussion about upcoming legislative session.	
Other Items	<p>Priority through 2021. Follow-up to the Data Jamboree efforts has Victoria and Sofia leading the diversity efforts. All the Data Jamboree workgroups will submit plans at the end of October. NCQAC and WCN Board Members met after the last Jamboree and have explored WCN leading the effort. We will continue those conversations during the WCN/DOH/NCQAC Monthly Planning Meetings.</p> <p>Wrote a plan with the UW to get the information. Discussion about data.</p>	Data conversations will continue during the WCN/DOH/NCQAC Monthly Planning Meetings.
COVID 19 Study Jenny Nguyen	<p>Jenny presented her work so far with the COVID 19 Study. She reviewed the purpose of the study with a review of SOW/Purpose. She broke the report into six areas.</p> <ul style="list-style-type: none"> <li>❖ Methods</li> <li>❖ Key Findings</li> <li>❖ Existing Data</li> <li>❖ Diversity/Equity</li> <li>❖ Recommendations for Impact Study</li> <li>❖ Recommendations: Next Steps</li> </ul> <p>Question – why when you mention systemic issues, you didn't label it racism? Thank you for the feedback, she will start including it. When tested positive for COVID, is there occupation data available? Yes, there is some data collected whether community or on the job exposure. Do we know if nurses are infected at a higher rate? Not for Washington state, but some data show 3 to 5 times higher. Should we focus on the nursing workforce or include the students? Some question to what can be asked of students. Discussion about students at the end of their studies and into clinical settings. What would we use this data for? How would this effect the adequate supply of nurses? Freezes have been noted. What would change a trajectory? Data can drive policy. Discussion. Those students that are entering into a new environment, will we keep them? What does a residency program look like that takes care of them? Discussion. Several programs noted full enrollment and small percentage of students leaving programs. Concerns about clinicals discussed.</p> <p>Some discussion about how the COVID vaccine prioritization. This conversation makes clear this information is important for policy. Timeline for report – the plan is for the</p>	<p>The COVID 19 Report to be turned in September 30<sup>th</sup> with recommendation for next steps.</p> <p>Sofia to work with WCN Board to prioritize recommendations in COVID-19 report</p>

	<p>report to be turned in September 30<sup>th</sup> with recommendation for next steps. Prioritization by WCN for the recommendations. We have to look at what is timely.</p> <p>Diane noted she is on the final interview panel for new Secretary of Health. She has interviewed nurses for what they would look for in a new Secretary. Number 1 issue is when a nurse leaves DOH, they are replaced by a non-nurse. Nurses' value at DOH as a policy person is undervalued. Jenny noted she heard from Public Health Nurses being used at the call centers. That is a traditional role for a public health nurse. Discussion about salary disparity with public health nurses and not replacing public health nurses in the community health settings. Great work Jenny!!!</p> <p>Break: 11:14am. Return 11:33 am.</p>	
Proposed 2021 Budget	<p>Steven presented the proposed budget for 2021 to the group. Sofia and Theresa fielded questions. Concern expressed about increases to the budget for 2021. Some members expressed desire to be conservative for 2021. Noted with furloughs and backlog may lead to delay in reporting figures from NCQAC. Decided to table proposed 2021 budget until after the October 2<sup>nd</sup> WCN/DOH/NCQAC.</p>	<p>Decision to table proposed 2021 budget until after the October 2<sup>nd</sup> WCN/DOH/NCQAC. Key variable is whether DOH plans to have WCN contract for bid</p>
Office Space	<p>Discussing pros and cons of signing a five-year lease with our current landlord due to the DOH/NCQAC contract status. Working with a broker to find a space with a one-year term with an option to renew for subsequent longer terms. Whether DOH will put the WCN contract up for bid is a major consideration. The current landlord has someone interested in our space. Discussion about moving and costs. Decided to table decision to move until after the October 2<sup>nd</sup> WCN/DOH/NCQAC.</p>	<p>Decision to table decision to move until after the October 2<sup>nd</sup> WCN/DOH/NCQAC.</p>
Facilitated Meetings with WCN/DOH/NCQAC	<p>Michelle walked the group through the two facilitated sessions with DOH and NCQAC. Two outside facilitators lead the meeting. DOH will handle the contact with expertise from NCQAC. Everyone to meet monthly to keep everyone informed. Sofia is working on the final deliverables. This is the top priority. Debbie and Victoria reported their experience and noted report from the Facilitators. Are the monthly meetings going to be</p>	<p>Sofia to send WCN prioritized deliverables to DOH/NCQAC Monday, September 21, 2020.</p>

	<p>facilitated/mediated? Yes, for the October meeting. Discussion about moving forward. Consultants to add to the facilitated discussions:</p> <ul style="list-style-type: none"> <li>• What does the legislation mean for who sets the work?</li> <li>• How to work together to execute the work?</li> </ul> <p>Discussion about the NCQAC-WCN joint meeting. There is value to having WCN continue to engage the facilitator for ongoing work.</p> <p>We undersell our diversity work and Katie noted diversity and equity is very important to DOH. NCQAC noted that WCN provided concise reports and how much WCN does. Discussion that WCN should be the convener of workforce development efforts like the NCQAC hosted Data Jamboree. We should focus on WCN's strengths. We are a small agency. We have presented to the Commission before, and more communication is needed to keep them informed. We want to make sure WCN takes the opportunity to attend and report at the Commission Meetings. Sofia is committed to working on the relationship with NCQAC. Kristin has been very direct. Clear written understanding would be helpful. Does convening need to be included in deliverables? Noted Kristin is interested in data outcomes. Michelle has reached out to Kristin to meet to discuss the issues.</p>	<p>Sofia to attend NCQAC monthly business meetings and use public comment period to provide updates.</p>
<p>Next Meeting</p>	<p>Anyone else want to comment? Anything else? Will find a Board Member to be a mentor for Tim.</p> <p>Any announcements? Please review the Annual Report draft in your packet and send any changes to Brenda Little. We need to update bylaws. Debbie is in charge of the update and we have reached out to 501 Commons and they will review our bylaws. We are also updating our human resources policies and procedures. Please contact Debbie if you would like to help.</p> <p>Elections coming up at the end of the year, Jamie will need to be replaced by CNEWS. Other openings are:</p> <p>At Large Nurse – currently held by Debbie Brinker  At Large Nurse – one year left on position held by Lena Hristova  ARNP – currently held by Melissa Hutchinson  CNEWS Higher Education Position – currently held by Jamie Shirley</p>	<p>Board members to review the Annual Report draft in your packet and send any changes to Brenda Little</p> <p>Please contact Debbie Brinker if you are interested in the By Laws Committee.</p> <p>Please let us know if you have a possible candidate for open</p>

	<p>SEIU Staff Nurse Position – formerly held by Grace Yang  Ethnic Nurses Association Position – currently held by Antwinett Lee  WSNA Staff Nurse Position – currently held by Chris Birchem  LPN Position  UFCW Staff Nurse Position  UFCW Leader Position</p> <p>Sofia noted we have had trouble filling the UFCW positions for some time and we may need to review the bylaws since the local has been absorbed. We would like a tribal representative, please let us know if you have a contact. Do we have to meet in October? Maybe a Friday morning once we have some more information.</p> <p>Thanks everyone!!</p> <p>Adjourned 12:59 pm.</p> <p>The next WCN Board of Directors Meeting is December 4, 2020 from 9:30 am to 1:30 pm. The WCN Finance &amp; Sustainability Committee will meet from 8:30 am to 9:30 am.</p>	<p>WCN Board Positions.</p> <p>WCN Board of Directors will do a Friday morning update ZOOM meeting after the October 2, 2020 WCN/DOH/NCQAC Meeting</p>
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Submitted by: Frank Kohel

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