

WCN Board of Directors Minutes
Friday, February 2, 2018 10:00 am – 4 pm
WCN Offices at 1101 Andover Park West, Suite 105, Tukwila, WA 98188

Attending: Debbie Brinker, Julie Samms, Sally Watkins, Victoria Fletcher, Lena Hristova, Michelle James, Katie Eilers, Antwinett Lee, Rebecca Ainley, Diane Sosne

By Phone: Tracey Kasnic

Excused: Grace Yang, Chris Birchem, Cate Armstrong

Topics	Discussion	Action Needed
Call to order	WCN Board President Debbie Brinker called the meeting to order at 10:07 am.	
Agenda Review <ul style="list-style-type: none"> • 2018 is WCN’s 15-year anniversary. Is there a memorable nursing experience you’d like to share from 15 years ago? Adjust agenda if necessary 	<p>Welcome Antwinett Lee to meeting, newest board member. Michelle reported she is the new regional chief nurse officer for MultiCare. Introductions.</p> <p>Victoria requested adding recruiting for the board to the agenda. It was noted is about to celebrate our 15-year anniversary. To open the meeting, members were asked where they were in 2003 and what they were doing.</p> <ul style="list-style-type: none"> • Victoria reported she had a transition year. She moved from MultiCare to Planned Parenthood as an ARNP and quickly moved to director. Flexibility of nursing backgrounds. • Rebecca worked the ER and ICU and developed the specialty float position. • Lena made the decision to go into nursing and began her pre-recruitments. She noted how much nursing has changed and evolved, so different from 15 years ago. • Julie also decided to go into nursing. She was the editor and reporter for a small paper. An emergency situation helped make her decision and being 	

	<p>responsible for dependents. She noted many people in school are beginning their 3d or 4th career.</p> <ul style="list-style-type: none"> • Sally started her doctoral program. She spoke to nursing influences and a police officer and how he learned the power of touch while interviewing suspects; the prominent hand on the crook’s dominant side was more helpful to get a confession. • Michelle helped design one of the first critical care unit in Everett. • Antwinett was a supervisor in Public Health and noted seeing some of those nurses retiring, they were a very dynamic team and whet thru lots of things together. • Katie - Not yet a nurse, but was working on her MPH. • Debbie was a pediatric nurse. This was the time she started to see making a transitioning into education. • Sofia was in law school and editing the law journal. Going to school in another state made her value the NW. Seattle U was offering clinical experience for lawyers and appealed to her. • Diane was part of WCN when it began, lot of anticipation for the focus of all different aspects of nursing, nurses from all aspects of the healthcare continuum. Lots of hopes and dreams. Lots of excitement in building something new. Lots of room for interpretation, building the board and building the first strategic plan and the first MPNE. Debbie noted it is important to capture our history. 	
<p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes 11/30/17 • Action Items List – approved the by-laws by email. 	<p>Discussion about pie chart sheet for financials. Questions about 4th quarter payment and budget expenses and overages. Can you speak to that generally?</p> <p>Major expenditure increases:</p> <ul style="list-style-type: none"> • Action Now Activities and • Payroll Taxes with only a 2% increase. 	<p>Decision - Moved/Second/Approved unanimously the Consent Agenda</p>

<ul style="list-style-type: none"> • Statement of Operations • <u>Balance Sheet</u> • <u>YTD DOH Surcharge – noted the 11/09/17 was for third quarter.</u> • <u>Discussion about 4th quarter payment -</u> • <u>Budget Balance</u> 	<p>WCN maintains the same reserve level and two quarters funding in the bank and six months funding in reserves. Monthly operations costs increased from \$44,065 per month costs in 2017 to \$48,975 for 2018.</p>	
<p>Hats Off to Nurses Planning</p> <ul style="list-style-type: none"> • Board member sponsorship • Recruit guests (loyal supporters, past attendees, new invites) • Outreach to WCN Board Organizations • Review revised sponsorship form 	<ul style="list-style-type: none"> • The Sustainability Committee has been the drivers of this event. • distinguishes us from other organizations. • Includes Honor a Nurse • Great attendance and strong evaluations from last year’s attendees • SEIU NW1199 and WSNA will not be able to sponsor this year but individual members of these organizations are welcome to participate and/or sponsor Hat’s Off to Nurses. • Sustainability Committee to develop guidelines for future events. • Sponsorship form was reviewed with no changes suggested • Board supported moving forward with Hat’s Off to Nurses event this year and have guidelines developed for next events. 	<p>Decision - Moved/Second/Approved to move forward with Hat’s Off to Nurses event this year and have guidelines developed for next events. 10 Approved, 1 Opposed</p>

<p>DOH Contract Update & WCN Board members meetings with NCQAC members</p> <ul style="list-style-type: none"> • Review draft policy • Issues and concerns? • Ideas on best ways to educate NCQAC on WCN operations (e.g. include in audit education, etc.) 	<p>Sofia shared a WCN 101 powerpoint about the organization that she has used at CNEWS to educate partners about the history of our organization and how we related to the Nursing Commission.</p> <p>Discussion turned to the proposed DOH policy on the WCN contract. Debbie and Sofia provided a summary of a meeting they had with Paula Meyer, Mindy Schaffner of the Nursing Commission, and Brad Halstead, a risk manager in DOH contracts</p> <ul style="list-style-type: none"> • We are not technically not contractors, is this overreach? • We are recipient of a grant. • WCN is not a contractor. • What substantive change is the DOH trying to address with this policy? • Is there a problem the DOH is trying to fix? • NCQAC has reported they are undergoing an audit • DOH reports more stringent oversight by federal administration/change in leadership at Health Systems Quality Assurance (DOH regulatory arm)/Role of Commissioners in WCN Contract. <p>There was interest in having a board conversation with Brad.</p> <ul style="list-style-type: none"> • License fee surcharge is set up as pass through money and it is not state general fund. • It would be good to hear from Brad examples of other grants that are not part of the state general funds. What is the documentation, what is the distinction? • The Board agreed they have many questions about what is behind the need to change the relationship between DOH and WCN. • More information is needed on a breakdown of license fees received for all three categories of licensure and amount of holdback (working capital reserve). 	<p>Decision -</p> <ul style="list-style-type: none"> • Board doesn't support the proposed policy as written. Requested to set up a conversation with DOH Contracts Representative (Brad). • Board asked for clarification on what are the hold back funds (working capital reserve) and how is it determined. • Board requested a breakdown of license fee for all three categories of licensure.
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<p>WCN board members to meet with NCQAC members</p>	<p>It would be a benefit to have WCN board members to regularly meet with NCQAC to build better communication. The Board was presented with a list of the current Nursing Commission. Board members were given an opportunity to indicate whether they had a preference to meet with certain board members.</p>	<p>Board Members volunteered to meet with certain NCQAC members. WCN staff will facilitate establishing meeting dates and locations.</p>
<p>Action Now Update</p> <ul style="list-style-type: none"> • Preliminary solutions or recommendations • WCN’s involvement to date and role moving forward • What expertise from the WCN still needs to be included? • How is this an opportunity to increase visibility and sustainability of WCN? 	<p>Sofia walked Board thru short history of Action Now. The workgroups are:</p> <ul style="list-style-type: none"> • Academic Progression Workgroup - Assure nurses the opportunity to advance their education • Funding Workgroup - Sustainable financing for nursing programs • Practice Experience - Quality practice experiences for all students • Recruitment & Retention Workgroup - Create a stronger and more diverse nursing faculty and leadership pool <p>These were the top 4 categories from the last MPNE.</p> <p>WCN is providing the following infrastructure:</p> <ul style="list-style-type: none"> • Facilitation, strategic planning • Convening space, remote conferencing <p>WCN provided the following data to support key objectives of Action Now:</p> <ul style="list-style-type: none"> • Nurse Faculty Survey • Student Diversity Survey • National Education Progression in Nursing <p>Additional WCN support includes technical assistance and training</p> <ul style="list-style-type: none"> • CNEWS leadership education on “Telling the Nurse Educator Story” • Stakeholder recruitment and engagement <p>Julie Samms reported on the Academic Progression Workgroup-</p> <ul style="list-style-type: none"> • They are pulling together the feedback and input, and discussing next steps 	<p>Board Members requested to please send any ideas to the Action Now Groups.</p>

	<ul style="list-style-type: none"> • They are looking at progression models, looking at how many students are moving on the BSN? • 50% of nursing schools have implemented the MPE/DTA. • Four programs are graduating DN students. How to progress PINs seamlessly? They are making progress with the action plan. How to engage nurses in rural areas? How do the loan repayment program factors in? Loan repayment participants don't seem to stay longer than the repayment. Dovetailing with Cori's group, they will present at the NW Regional Rural Health Conference. Looking for the synergy/ crosswalk with the different Action Now workgroups. How many active LPN license – 10,000. We don't know the number that want to move on to RN programs. LPN work in long term care, home care and clinics. They have moved into other roles in active care. LPNs find it hard to go back to school full-time. Lena spoke that North Seattle College program and Julie noted that over 90% wanted to move on to an RN program. Discussion. There is no good demographic data currently. Diane noted an increased use of travelers. Shortage/Retirements/Aging Out – we don't have enough capacity to talk about all qualified programs. What are the creative ways to get them into a program? What is the plan? Discussion. <p>Quality Practice – <u>By November 1, 2017</u> “What knowledge, skills, and attitudes require development through quality “clinical/practice” experiences to grow a nursing workforce that will be poised to address the major health priorities in the state and nationally?”</p> <ul style="list-style-type: none"> • Population Health and Morbidity/Mortality Risks/Causes • Professional Nursing Practice Competencies/ Standards • Major Quality, Safety, and/or Clinical Challenges • The Community-Based Experience: Major Quality, Safety, and/or Clinical Challenges 	
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	<p><u>By November 1, 2017:</u> seek out current local or national practice models/educational (academic) activities that have been or are already being implemented with some success to address the above.</p> <p><u>By March 1, 2017:</u> Work with stakeholders to select 1-2 successful academic educational practice experience models or approaches for adoption by cross-organizational collaborators (stakeholders) at multiple locations across the state and develop an effective plan for the coordinated implementation and evaluation to follow.</p> <p>Debbie walked board thru workgroup and plan so far. Lots of feedback, some positive and some negative. Whose voice are we missing? We want to get other stakeholders. Noted some work already done by stakeholders. CDC Lifestyle model and partner with CDC programs; should we include others? Reimaging of what clinical looks like is a next step, so many areas in need of RNs, not just acute care heavy. How to frame in the faculty and develop the faculty to include population health. Looking at the continuum of care. Julie noted ambulatory care used for short out placements. Lots of options in virtual technology. Discussion on home health and residencies. What is our message? Discussion about use of students for homeless healthcare and other options.</p> <p>Faculty Recruitment & Retention – Lena spoke about the deans, directors and faculty members across the state including minority groups. The workgroup has defined the goals of nursing faculty, qualified nursing faculty.</p> <ul style="list-style-type: none"> • Increase the number of Master’s and Doctorate prepared nursing faculty in WA State by 3-5 % by 2020. • Ensure that nursing education faculty salaries are within 20% of industry wages for acute care RN positions by 2021. • Ensure that nursing faculty diversity reflects the diversity of local and state populations by 2025. 	
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	<p>How to replace the retiring faculty besides expanding the programs? Discussion about faculty and salaries. Discussion about SB Bill 5993 and a hearing in Ways & Means.</p> <p>Sustainable Funding Workgroup - Obtain a clear understanding of current and potential funding streams for both private and public nursing education programs by October 31, 2017: Current funding in the state of Washington (September 30, 2017)</p> <ul style="list-style-type: none"> • Potential funding sources in the state of Washington (October 31, 2017) <p>Identify cost of nursing education at both program and practice levels by November 30, 2017</p> <ul style="list-style-type: none"> • Construct nursing education program budget model by September 30, 2017 • Construct practice level cost by November 30, 2017 <p>Identify cost savings or budget neutral recommendations for nursing education programs and practice partners may utilize in the education of nurses by October 31, 2017</p> <ul style="list-style-type: none"> • Recommendations for nursing education programs by August 31, 2017 • Recommendations for practice experiences by October 31, 2017. <p>Work with other Action Now Steering Committee members to identify priorities and costs that have funding implications during each monthly Steering Committee meeting.</p> <p>Every steering committee meeting, work group facilitators identify recommendations with potential funding implications by September 12, 2017.</p> <p>Prioritize funding recommendations by November 31st. We anticipate input at the CNEWS meeting, October 11th-13th 2017</p> <p>Work group will develop a sustainable nursing education program funding method by March 31, 2018.</p> <p>Work group will determine legislative plan, if needed, by May 1, 2018. Funding outside of legislative funding to be considered.</p>	
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	<p>Short discussion about Sue Birch. Sofia noted how two different states' programs that address funding. Discussion about small schools around the state and can they share resources. Please send your ideas to the groups.</p>	
<p>Leadership WNAC: Social Determinants assessment tool at the point of care</p> <ul style="list-style-type: none"> • Video link to WCN video • Article on Social Determinants of Health 	<p>Melissa Hutchinson, DNP student from UW joined as a guest speaker. Reviewed Dorene Hersch's Public Health Nurse Leader's grant from the RWJF. The WCN produced a video with the HCA focusing on the Social Determinants of Health. Building on this work, Melissa created a toolbox for what is needed at the point of care; wherever that point of care might be. It is designed to be used by nurses at the point of care. She walked the board through the draft toolkit with focus group questions.</p> <p>Melissa's presentation includes the video, an article on the social determinants that WCN published in the Nursing Commission Newsletter and a set of focus group questions. She has so far presented this tool for feedback to the Puget Sound Nurse Leaders: a group of public health and school nurses in the Puget Sound region. Major feedback is that nurses could be helped by having one resource to call.</p> <p>Discussed opened up to the WCN board for feedback, and suggestions for other groups to give feedback on this toolkit. The goal is to determine what do nurses need to address social determinants that patients present. Ideas included:</p> <ul style="list-style-type: none"> • a webinar for interested individuals to broaden the reach. • How does this support the population health white paper written by four year colleges and universities at CNEWS? • King County and City of Seattle homelessness initiatives could be informed by this work. It could position nurses to be part of the solution of Homelessness. 	<p>Board to provide suggestions on potential groups who could provide feedback to further develop the social determinants of health toolkit.</p>

	<ul style="list-style-type: none"> It would be interesting to do this with nurse case managers. 	
Updates <ul style="list-style-type: none"> Supply survey Demand survey Community health worker legislation Rural Nursing Distance Learning and Diversity (formerly RONE) 	<p>Olena provided updates on the campaign to promote the supply survey. She is sending out the campaign to as many organizations and asking them to promote the survey thru their online media. We have contact information for all licensed RNs through the Nursing Commission. There needs to be clear communication to mitigate confusion between WCN survey and NCQAC survey.</p> <p>Demand survey is a work in progress. WCN has been making outreach to employers.</p> <p>Sally provided an update on HB 2436.</p> <p>RONE considering a number of options on program design. The original program had trouble sustaining when there was an administrative change at Lower Columbia College. They are looking at a third party organization to work with a community college and a 4-year school to support the education part of the program.</p>	
Meeting evaluation	<p>The Key Dimensions document is on the Board webpage. Please self-populate your section and send to staff. Welcome to the new members.</p> <p>Victoria, as Chair of the nominating committee announced we are looking for a LPN member, one USCW member and an ARNP member. Any names, please have them write a letter of interest. There is also a new governance committee to be developed.</p> <p>The Board was asked to evaluate the meeting. Feedback was -</p> <p><u>What Worked</u> Plane Travel vs Driving to the meeting</p>	<p>Board Members to complete Key Dimensions form for themselves and to send to Frank.</p> <p>Letters of interest to the WCN board to go to Sofia and Victoria.</p> <p>Board members to let Victoria or Debbie know if they are interested in</p>

	<p>Lunch Rich Agenda Freedom to talk Materials in board packet on board website Engaging conversation Substantive Agenda Items</p> <p><u>Opportunities</u> Build in opportunities for exercise Make sure remote meetings are optimal, make sure to speak up Zoom is good for all one system.</p>	<p>serving on our new governance committee.</p>
<p>Next Meeting</p>	<p>Doodle Poll to be sent out for a 2-hour Conference Call in March 2018.</p>	<p>Frank to send out Doodle Poll for WCN Board Conference Call</p>

Submitted by: Frank Kohel

Approved: