

**WCN Board of Directors Call
Thursday, March 29, 9-11am**

Webinar via GoTo meeting: <https://global.gotomeeting.com/join/898042317>

Minutes

Present: Debbie Brinker, Rebecca Ainley, Cate Armstrong, Chris Bircham, Katie Eilers, Victoria Fletcher, Lena Hristova, Michelle James, Antwinett Lee, Diane Sosne, Sally Watkins,

Excused: Tracey Kasnic, Julie Samms, Grace Yang

| Topics | Discussion | Action Needed |
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| Call to order | <p>Debbie Brinker, WCN Board President, called the meeting to order at 9.04 am.</p> <p>Before meeting was called to order, discussion about conference call scheduled with our lawyer. Board members are invited to attend. Ms. Aragon also recommended we want to move contract discussion to after 10 am when Ms. Sosne can join the call.</p> <p>Ms. Aragon would also like to add consent agenda. Board members were asked if they would like to review the consent agenda and vote by email. The members agreed yes to responding by email. Ms. Fletcher recommended “Fun 101 – Finance Unlocked for Nonprofits Webinar” for new Board Members. You will find this on the WCN website Board of Directors page.</p> <p>Ms. Aragon walked the Board thru the consent agenda and noted several financial spreadsheets. The spread sheet for Annual Report and the process of reconciling 2017 and working on completed Annual Report. She noted the additional \$27,825 WCN received from the licensure fees. She also reported on the Action Now budget for 2018 includes \$7,500 to support the Solutions Summit. We are continuing to track WCN costs for Action Now and noted we received \$5,000 from Panorama City in support of the Action Now work. Discussion about consulting and written deliverables adding to budget. Discussion about contracting Jan Ellis and/or Anne Hirsch for writing. Discussion about contracting</p> | <p>Board Members to vote to approve the Consent Agenda by email.</p> |

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| | <p>with Heather Anderson. What services will be needed moving forward from the Summit. Clarification questions about Jan Ellis. Short discussion about report writing with the new contract and possibly using some of Olena's time for reporting. Ms. Aragon noted that we still want to use Heather to continue clarifying the goals of the Action Now summit.</p> | |
| <p>DOH discussion debrief and next steps Fees per license type</p> | <p>The discussion began with Ms. Aragon noting there is a change in contracting at the department level we are hearing from WSNCQAC. The Department of Health Secretary's Office spoke with Ms. Aragon and there does seem to be a change in the DOH contracts. Previously there had been lots of differences between contracts. Governor Gregoire had created the performance based contracts. WSNCQAC and other programs, she noted, have a one pager about an internal audit about fee contracting. Fee discussions with Mindy and Paula are linked this to one pager. This one pager would have helped with the policy document. We have been negotiating a statement of work with Mindy and been wanting to tie work to dollar amount. Ms. Aragon walked board thru the draft of statement of work with funding numbers. Do they want this level of detail? Discussion. Is there a distinction between grantee and contractor? Discussion about DOH standardizing between grants and contractors. Ms. Sosne noted she prefers a summary, what do we need to do next. Limitations and flexibility will be in issue. What is legal standing? How operationalized is the statement of work? Debbie noted that language was back and forth in old contract and had been referred to contractor in last contract. How does this limit us? Can put limitation on how funds can be held back? Noted that new contract proposed fully spending contract. Library fund had been reduced when not fully spent as example.</p> <p>Contract preface and statement of work – what kind of risk does it put the center? We need to move higher up in DOH for distinction between grantee and contractor. Ms. Aragon noted contract resolution language. The contract still has to go to the contracts department for review and this presents another window of time to issues to be raised.</p> | |

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| | <p>Quick summary of recommendations for the lawyer call today to board members. Diane recommended contacting a legislator like Eileen Cody who was around when we were created. Do a briefing for them of current contract negotiation. Get our ducks in a row and worth talking to John Wiesman and Eileen Cody. We think we are doing good work and meeting the letter of the law. Discussion about letter regarding audit. We just wanted more information, not wanted to start a resolution process. We are still missing the reasoning. Possibly discord around the RN survey. Is there anything behind it? Is there a problem we haven't addressed? Communication issues? Discussion about how to spend funding and budgeting. Lowest level approach to hopefully not escalate it. Suggested a core group to be able to move this forward with Sofia. Dr. Watkins, Ms. Fletcher, Mr. Birchem, Ms. Brinker and Ms. Eilers volunteered to participate as the core group.</p> | <p>Dr. Watkins, Ms. Fletcher, Mr. Birchem, Ms. Brinker and Ms. Eilers volunteered to participate as the core group for support during DOH Contract negotiations.</p> |
| <p>Action Now Update</p> | <p>More clarification of focus for the Solutions Summit at the Action Now Retreat. How to synergize together to move the needle, Northwest Regional Rural Health Conference noted better partnerships. The Quality Practice Experience Workgroup is exploring a preceptor academy and other untapped areas. This work is a work in progress. Upcoming contract negotiations discussed and recent legislation. How to stay looped in with that work. Maybe discuss at CNEWS, Dr. Watkins plans to bring this work up during her legislative updates at CNEWS Spring 2018 Conference. Please let us know if anyone from the Board wants to come to Spokane for the CNEWS/Action Now discussions.</p> | |
| <p>Data opportunities</p> | <p>ARNP Survey – Louise Kaplan is doing a study on ARNP reimbursement/supply survey thru ARNP United in Washington. This project is like the template to registered nurses. Also, look at ARNPs who authorize marijuana use. She has asked us to help fund the project. Do we want to follow-up from 2015 work? Do we want to invest in this work?</p> | |

Noted the WCN Pillars and we are convening the ARNP Advisory Committee. Ms. Fletcher noted ARNPs are a crucial part of our workforce. Would like our resources to reflect our support of ARNP and would support the study. Our focus in our UW survey is on Registered Nurses and is not reflective of the ARNP population. Dr. Kaplan's study is not as large as the WCN/Commission surveys. ARNP survey is a broader look at salaries and where ARNPs work and cultural and ethnic diversity and she is flexible. Incorporating questions about the burden of debt for discussion with Eileen Cody and payment parity. Surveys like this should be repeated every 2 or 3 years. Study could start as early as May 1, 2018. The ask is for WCN to contribute to her grant funding for survey. What is her product? Can link to payment parity legislation, more expanded than our snapshot surveys, real areas of emergency are, population needs in underserved areas. Moderately low budget survey, but can provide information we don't have now. Suggest convening meeting of Board and ARNP Advisory Committee to see what to do with the data. Noted we are being asked more and more to disseminate data. Ms. Aragon noted the graphics created for survey last year was an extra cost. Also, it was suggested asking for ethnic background. Board is supportive to moving forward to project? Cost would be \$10,000. Antwinett, Rebecca, Michelle (summary/aim statement) Victoria, Debbie, Lena (summary/aim statement – add to deliverable), Katie, Sally, Chris voted yes to supporting the ARNP Survey.

Ms. Aragon reported on the Sentinel Network. This project was launched last year and funding is sustained for one more year. We might be asked to support the project. Lots of information about possible shortages. Ms. Aragon is meeting with the larger group next month.

WSNCQAC is looking to do a demand study for long term care. Could WCN do it? Discussion with WSNCQAC and would want to do as separate contract, not part of our statement of work. Ms. Aragon is to put together WSNCQAC and Oregon Center for Nursing to discuss the project. Dr. Watkins added discussion to career path strategy in long term care. Thoughts? Scope is very broad and is money enough for project proposed. Would want clarity from

The Board approved supporting the ARNP Survey.

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| | <p>WSNCQAC and timeline is very tight for project. Let's do an assessment for what WCN can do. Timeframe is aggressive with current slate of work. Advocate to be part of the workgroup, but not take responsibility for entire project. Ms. Aragon noted conversations with WSNCQAC about work, might be focus of convening groups and survey later. Not part of our statement of work at this time. Did long term care ask for a survey before this proposal came up? Dr. Watkins offered to speak to Ms. Meyer at their next meeting.</p> | |
| Adjourn | The meeting was adjourned at 10:57 am. | |
| Next Meeting | <p>June 15, 2018 9:00 am - 10:00 am Finance Committee 10:00 am – 4:00 pm Board of Directors Meeting Highline College The Boardroom in Building 25 2400 South 240th Street Des Moines, WA 98198</p> | |

Submitted by: Frank Kohel

Approved: