

MINUTES OF THE MEETING
NEBRASKA CENTER FOR NURSING
JANUARY 15, 2016

CALL TO ORDER

The meeting of the Nebraska Center for Nursing Board was called to order by Liane Connelly, Chair, at 9:35 a.m. at Cornhusker State Industries, Room C, 800 Pioneers Blvd., Lincoln, Nebraska. Copies of the agenda were distributed in advance to the Board members, posted outside the Licensure Unit within the Nebraska State Office Building, and posted on the Department of Health and Human Services website. Connelly announced the location of a current copy of the Open Meetings Act within the room.

ROLL CALL

The following Board members answered roll call:

- Kathy Bowman, RN
- Liane Connelly, RN, *Chair*
- Suzanne Deyke, RN
- Kayleen Dudley, RN
- Cheryl Echtenkamp, RN
- Cindy Hadenfeldt, RN
- Kathy Harrison, RN
- Aubray Orduña, RN
- Linda Stones, *Vice-Chair*
- Pamela Uhlir, RN
- Lisa Walters, RN

The following Board members were not present to answer roll call:

- Anna May, RN
- Nolan Gurnsey, RN (*attended meeting by phone from 9:44 a.m. to 12:15 p.m.*)

The following individuals were also present:

- Becky Wisell, *Licensure Unit Administrator*
- Laura Weber, RN, *Interim Practice Consultant*
- Juan Ramirez, PhD, *Independent Consultant*
- Sherri Joyner, *Health Licensing Coordinator*

A quorum was present, and the meeting convened.

ADOPTION OF THE AGENDA

Motion: Stones made the motion, seconded by Uhlir, to adopt the agenda.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** None. **Abstain:** None. **Absent:** Gurnsey and May. **Motion carried.**

CFN CHARTER

Members discussed the draft Nebraska Center for Nursing (CFN) Charter. Walters asked if the Charter should be more specific in spelling out what happens when members miss meetings. Stones notes that if absences made it difficult to obtain quorums at meetings, then Board officers would speak individually to any member with high absence rates. Orduña noted that scheduling meetings ahead of time has improved attendance.

These minutes were approved by the
Nebraska Center for Nursing Board on
March 18, 2016.

Stones asked if the Charter should specifically address the Center's accountability to the Nebraska Board of Nursing. Members agreed to add "ongoing communication with the Board of Nursing" to the list of duties assigned to the Chair.

Motion: Walters made the motion, seconded by Echtenkamp, to approve the Center for Nursing Charter with the additional item added to the Chair's duties.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** None. **Abstain:** None. **Absent:** Gurnsey and May. **Motion carried.**

Connelly asked that the revised Charter be sent to all Board members, and that the revision date should be included on the document.

APPROVAL OF THE MINUTES

Motion: Stones made the motion, seconded by Dudley, to approve the minutes of the November 20, 2015, meeting with corrections.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** none. **Abstain:** none. **Absent:** Gurnsey and May. **Motion carried.**

CFN TACTICAL OBJECTIVES

Members discussed the four strategic initiatives that they had developed at their November meeting, along with the corresponding tactics or objectives for each strategy. The items were listed in the minutes for the November 20, 2015, meeting.

Walters asked for clarification on the relationship between the current strategic plan and the four goals listed in the booklet for the Center's 2010-2015 Strategic Plan: Recruitment, Retention, Enrollment, and Sustainability. Stones noted that in its beginnings, the Center for Nursing was funded on a temporary basis, and that the sustainability goal is a reflection of that earlier history. Uhlir noted that after the formation of the Nebraska Action Coalition, the role of the Center for Nursing has shifted more towards getting out good data. Connelly, referring to the Nebraska Center for Nursing Act, said that the two primary goals for the Center are delineated in the statutes: 1) To develop a statewide plan to alleviate the nursing shortage in Nebraska by establishing and maintaining a database on supply and demand, and 2) To convene various groups to review and comment on the Center's data analysis, recommend systematic changes, and evaluate and report on the results of these efforts. Connelly said that these two primary goals, with the emphasis on data and convening groups, should be included in the booklet for the 2016-2020 Strategic Plan. Strategies and tactics can then be updated yearly as needed.

Walters also noted that the booklet for the 2010-2015 Strategic Plan aligns specific strategies with each goal. Walters asked if the Center wanted to use a similar format for the current strategic plan. Members were comfortable using a more informal format. Members said they wanted to focus on getting things accomplished. Hadenfeldt said she would like to see timelines for the items in the strategic plan. Connelly said that work on establishing timelines should begin after the booklet for the 2016-2020 Strategic Plan is available. Joyner said she thought a new booklet could be put together by the March meeting.

Motion: Uhlir made the motion, seconded by Orduña, to adopt the strategies and objectives as outlined in the November 20, 2015, minutes, along with their relationship with the Center's goals as discussed for 2016-2020.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Gurnsey, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** none. **Abstain:** none. **Absent:** May. **Motion carried**

CFN WEBSITE

Connelly reported that Shane Bailey, who had previously designed a prototype website for the Center for Nursing using Weebly, did not think he could administer the website due to conflict of interest concerns. Members will try to find out how they can obtain access to the prototype website.

Members want to replace the Center's current website, but they also want to keep the keep their current web address. The group needs to find out how this can be done.

In the past, the Center has had experiences where updating their website was difficult or expensive. They want to ensure that a new website is responsive, and that the contract is carefully written to avoid similar situations from happening again.

Uhlir noted that the Center appeared to have two options: They could approach companies about designing and then maintaining a website for the Center, or they could hire someone to be a webmaster for a Weebly-type site.

Connelly suggested approaching other groups, such as Nebraska Action Coalition (NAC) and the Nebraska Organization of Nurse Leaders (NONL), to find out how their websites were set up. Uhlir said she would contact NONL. Stones suggesting reaching out to the groups Bailey had previously approached to obtain new bids for website development and maintenance.

Deyke, Dudley, Stones, and Walters agreed to form a small group to work on the website. They will report back at the Board's March meeting.

CFN FACEBOOK PAGE

Stones reported that she had met with Connelly, Deyke, and Dudley regarding the proposed Facebook page. Copies of draft social media guidelines that the group had developed were passed out to members in attendance. The guidelines include descriptions of the types of items that could be posted on social media by Board members and the types of items that would require approval by the Center for Nursing Board prior to posting. Stones said the guidelines were formatted so that changes could be made over time as needed. If problems with inappropriate content arose, for example, the guidelines could be made more stringent.

Stones also presented a proposed calendar of postings to the Center for Nursing's Facebook page. She said she could make multiple people administrators for the page. She will try to get the Facebook page up and running in the next several days.

Motion: Stones made the motion, seconded by Hadenfeldt, to adopt the Center for Nursing Social Media Guidelines.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Gurnsey, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** none. **Abstain:** none. **Absent:** May. **Motion carried**

NATIONAL FORUM ANNUAL CONFERENCE

Members discussed the Center's representation at The National Forum of State Nursing Workforce Centers' conference in April, 2016. Ramirez reported that he had submitted an abstract for the conference on the subject of rural versus urban nursing workforce data in Nebraska. He will find out later if the abstract has been selected for a podium or poster presentation.

Motion: Uhlir made the motion, seconded by Walters, to have Ramirez, Stones, and Connelly represent the Nebraska Center for Nursing at the National Forum Conference in April.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Gurnsey, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** none. **Abstain:** none. **Absent:** May. **Motion carried**

ENVIRONMENTAL SCAN

Orduña said that members of Nebraska Assembly of Nursing Deans and Directors are reporting high numbers of applications and high numbers of applicants with good GPAs and other favorable qualities. Most nursing schools are at their maximums in terms of enrollment. Lack of faculty is hindering their ability to enroll more students. In addition to difficulties in recruiting new faculty, another problem she sees is that too many students do not have an accurate picture of what nursing is about, and that this can cause retention problems down the line. Overall, however, the graduation rates and NCLEX pass rates for Nebraska are good, and the nursing programs are trying to produce quality graduates as fast as they can.

Weber reported that she is tracking the calls she receives and is seeing trends in questions asked regarding scope of practice. Members suggested adding a page to the Licensure Unit's website dedicated to frequently asked practice questions.

Wisell reported on the Nursing Section's recent involvement with the DHHS' Process Improvement Program. Consultants from the program recommended rewriting the application for nurse licensure to make it more user-friendly, revising the website so that applicants can find the information they need faster, and making changes in the phone system so that licensing specialists experience fewer interruptions. Wisell also reported on filling staff vacancies. The top candidates for the Program Manager position have been forwarded to DHHS's Human Resources office for review. Once a Program Manager is in place, they will begin the hiring process for the Practice Consultant and Education Consultant positions.

Stones provided a handout on the bills introduced in the Nebraska Legislature that are of interest to nurses. LB691 would provide grants to students enrolled in programs for teacher education and health care professions. Members thought CFN might have relevant data to share with the sponsors of the bill. LB752 would create a task force aimed at strengthening the role of adult education programs in training people for high-demand occupations. Members expressed interest in having a CFN representative serve on the task force. Uhlir asked if CFN is allowed to issue letters of support on behalf of a particular bill. Wisell said that other boards do this.

Dudley, who works with CHI through her employment at Medsynergy, reported that she sees a big focus on bringing RNs back into the clinic setting to provide services such as triage and case management. She has seen over 100 openings for RNs in clinic settings.

Echtenkamp reported that too many new nurses do not adequately understand the scope of practice for nurses and what working as a nurse entails, including twelve-hour shifts and working week-ends. She is eager for the Center for Nursing to get its new website up and running so that they can help spread the message about what nurses do.

Walters noted, based on her personal experiences, that RNs in the clinic setting make a big difference in terms of quality of care. She can call the RN to obtain information, for example, instead of having to schedule an appointment with the physician. Walters also reported that she recently became certified by the American College of Healthcare Executives.

Deyke, who is Director of Emergency Services at Columbus Community Hospital, reported that rural areas are being hit hard with a shortage of nurses. It is very difficult to find nurses for rural areas unless the nurse is from the particular community or has married someone in the community. Deyke reported

that she recently started teaching at Central Community College's ADN program, and she has noticed that many students find the transition from theory to practice difficult.

Uhlir reported that the American Organization of Nurse Executives (AONE) conference will take place in April. Her experiences have underscored the need to get good data for nursing demand not just supply. At the Culture of Health Summit held in October, Uhlir saw significant collaboration take place between the Nebraska Organization of Nurse Leaders (NONL) and other nursing organizations, and she is eager to strengthen these connections and keep the collaboration going.

Bowman, who is Co-Director of Nurses at Howard County Medical Center and represents critical access hospitals on the Board, said that the hospital is downsizing the number of inpatient rooms and is transitioning to having more outpatient rooms for services such as chemotherapy and sleep studies. Their human resources department is cold-calling nurses who previously worked at the facility to offer them incentives to come back.

Hadenfeldt, who now teaches at Creighton University, noted that she had worked thirty years in Central Nebraska, and that finding sufficient numbers of nurses to serve rural areas is a major challenge.

Harrison, who is Director of the ADN and PN nursing programs at Mid-Plains Community College, reported that her biggest challenge is finding MSN trained nurses to fill faculty positions. She also reported the school has experienced a decline of approximately fifty percent in LPN enrollment.

Connelly reported that UNMC College of Nursing's Northern Division recently received a workforce diversity grant to reach out to educationally disadvantaged students.

Gurnsey reported that he had previously served on the Center for Nursing Board as well as the Center for Nursing Foundation Board. He is a regional representative for the Nebraska Nurses Association. He recently began a new position as a nursing home administrator in Imperial, Nebraska.

12:15 p.m. Meeting went into recess.

12:33 p.m. Meeting reconvened.

DEVELOPMENT OF NEW DATA MODEL

Ramirez presented his proposal to identify and apply a comprehensive nursing workforce demand model for Nebraska. He noted that nationally-used models, which are geared towards national and state projections, may not be the best fit for rural areas. Making accurate projections for rural areas requires more county-level data.

An important component of Ramirez's proposal is collaboration with nursing organizations, such as the Nebraska Hospital Association (NHA) and the Nebraska Action Coalition (NAC), and with the Nebraska Department of Labor. This collaboration would allow the Center to obtain more up-to-date data, whereas other models rely heavily on census data. Collaboration with groups such as the NHA might give the Center more leverage in convincing employers to complete surveys.

Deyke noted the importance of using standard terminology so that the model could be used in other studies. Uhlir noted that just knowing the number of nurses per county is insufficient because a particular county might be drawing patients from a wide number of surrounding counties. Stones suggested that it might be useful to look at Medicare data and whether new industries are coming to certain counties.

Motion: Walters made the motion, seconded by Harrison, to accept Ramirez's proposal to start working on a data model as outlined in the written proposal.

Voting Yes: Bowman, Connelly, Deyke, Dudley, Echtenkamp, Hadenfeldt, Harrison, Orduña, Stones, Uhlir, Walters. **Voting No:** none. **Abstain:** none. **Absent:** Gurnsey and May. **Motion carried**

Ramirez said he would deliver a mid-term report on the status of the data model in August, approximately, and a final report in December. Wisell said she would work with Ramirez to amend his contract to include development of the data model.

CFN FOUNDATION REPORT

Hadenfeldt reported that both she and May are on the Center for Nursing Foundation Board. The Foundation needs one more Center for Nursing representative on its board. There are other vacancies on the Foundation Board that also need to be filled, creating difficulties in getting a quorum at Foundation Board meetings.

Two of the major activities that the Foundation undertakes are the Nursing Passport project, which administers orientations to clinical experiences for student nurses, and the Nurses Who Make a Difference campaign. Hadenfeldt said the Helen Johnstone will attend the next Nebraska Assembly of Nursing Deans and Directors to find out how many schools will be using the Passport program this year. Hadenfeldt asked the CFN Board if it wanted the Foundation to continue doing the Nurses Who Make a Difference campaign. There were no objections to doing another campaign. Stones noted that recognition activities are part of the Center's mandate.

Members discussed the future of the Foundation. Stones said that the original purpose of the Foundation was to accept donations on behalf of CFN. Members were not ready to make a decision on whether to maintain or disband the Foundation. Before making a decision, members want to find out if another group would be able to administer the Passport program and to find out what would happen to any funds the Foundation might have should it be disbanded.

Hadenfeldt said she would report back to the Foundation. She will also contact Gurnsey to see if he is interested in serving on the Foundation Board.

NURSES DAY AT THE LEGISLATURE

The Center for Nursing would like to sponsor a display table at the Nebraska Nurses Association's Nurses Day at the Legislature on February 11, 2016. Ramirez will be listed as the contact person for the event.

NEWSLETTERS

Members noted that they have submitted articles for the Nebraska Nurses Association's newsletter, including a recent submission about the Foundation's Nurses Who Make a Difference campaign. Hadenfeldt will contact the Foundation's former Secretary, Alice Kindschuh to inquire about obtaining photos of the finalists for inclusion in the association's newsletter.

Wisell noted that the Center has an open invitation from the Board of Nursing to submit articles for the *Nebraska Nursing News*. Members suggested an article that includes the Center's statutory mandate along with information about the Center's plans to develop a new nurse workforce demand model.

CONCLUSION & ADJOURNMENT

Stones said she is energized about where the Center is going. Connelly remarked that the Board has made strides in developing its own identity during the past several meetings. Both thanked Wisell for her support.

Connelly, Echtenkamp, and Hadenfeldt reported that they would not be able to attend the March 18th meeting. Connelly will try to call in for at least part of the meeting. Uhlir will need to participate in a webinar on that day. The agenda for the March 18th meeting will be arranged so that items that do not require a quorum, such as the environmental scan, will be scheduled during the times when Uhlir will be unavailable.

Before leaving, members organized small groups, with each group organized around one the Center's four strategies. Each group will report back at the March Board meeting. Persons assigned to each groups are:

Strategy # 1 (Provide a valid, data-driven supply and demand model of the nursing workforce in Nebraska): Harrison, Ramirez, and Uhlir.

Strategy # 2 (Disseminate nursing workforce data to key stakeholders): Deyke, Dudley, Stones, and Walters.

Strategy #3 (Mobilize key stakeholders to address nursing workforce gaps): Connelly, Gurnsey, Orduña, and Walters.

Strategy #4 (Evaluate initiatives): Bowman, Echtenkamp, Hadenfeldt, and Joyner.

The meeting adjourned at 2:15 p.m.

Respectfully submitted,



Sherri Joyner
Health Licensing Coordinator