

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
January 31, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Chuck Stepanek, Chairperson at 10:08 a.m. CST, January 31, 2002 at the Staybridge Suites, 2791 Fletcher Ave., Lincoln, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Chuck Stepanek, Chairperson
Shirley Travis, Vice-Chairperson
Gloria Gross
Linda Lazure
Pat Lenaghan
Diana Stevens
Linda Walline
Rosalee Yeaworth

The following members were absent and excused:

Carole Douglas
Jane Elliott
Maxine Guy
Dennis Joslin
Larry Krafka
Lois Sietsema, Secretary
Barbara Wenz
Marian Williams

Eight members were present and the meeting convened. Also present from the Credentialing Division was Charlene Kelly, Section Administrator for Nursing and Nursing Support, Sheila Exstrom, Nursing Education Consultant, and Julie Lanham, Administrative Assistant. Since a quorum was not present the board decided to continue with the agenda, but to refrain from any decision making.

Guests

Kim Bartek, the Center's web site designer, was welcomed and introductions made.

Agenda

The agenda was reviewed and reordered. Approval of the agenda was deferred as there was not a quorum.

Minutes of the November 15, 2001 Meeting

The board reviewed the minutes of the November 15, 2001 meeting, however approval was deferred as there was not a quorum.

Report of Activities Since the Last Meeting

The board heard reports on the following activities since the last meeting:

Web Site Development

Kim Bartek began reviewing the web site with the board. Changes were made the board and staff contact list. The modem on the laptop computer malfunctioned and the web site could not be further reviewed. It is hoped that the web site can be reviewed at the April 10 board meeting.

Data Report Writing

The nursing employer survey results to date were discussed. The lowest category reporting is assisted living with a report rate of 60%. Hospitals reported at 89%. Kelly reviewed some preliminary vacancy data with the board with more in-depth data to follow. A breakdown of the “other” category of the 2001 Nursing Workforce Employer Survey was reviewed.

Media Project

Kelly reported that the TV media were contacted to provide a report on the air time the “I Want to be a Nurse” PSA received, however to date only one station has responded and they have not aired the ad at all.

Speaking Engagements

Board members reported on recent speaking engagements related to Center for Nursing activities. Kelly distributed updated presentation materials, a disk with a PowerPoint presentation and overheads, for the board to use when making presentations about the Center for Nursing.

Executive Summary

The Executive Summary is complete and was previously mailed out to the Center for Nursing board and the Board of Nursing. Staff delivered copies to the Legislative HHS Committee.

Nursing Student Loan Act

Kelly reported on how many loans each school is to receive. Most schools have submitted their recipient information but we are still waiting on a few stragglers. Staff will begin processing the paperwork and have accounting start issuing checks the week of February 4th.

Department of Preventive and Societal Medicine

Michael Shambaugh-Miller, Mary Cramer, and Dr. Keith Neil from the Department of Preventive and Societal Medicine made a presentation. They are interested in submitting a proposal to address Goal 2, Action 1, of the strategic plan, “Analyze Nebraska population demographic and health indicator data for influence on demand for nursing services.”

Retirement Projections

The board reviewed retirement projections for both RNs and LPNs based on retirement at age 55, 60, 65, and 70. Those numbers were reviewed.

State Nurses Association

Stepanek is working with the NNA to provide the “I Want to be a Nurse” PSA to interested states. The state associations will contact Channel 10/11 directly to purchase the video tape and will pay \$50 to the station and \$50 to the Center.

Strategic Plan Workgroup Reports

Lazure and Lenaghan reviewed their work group’s ideas for implementing Goal 2, Tactic 1. Kelly asked how do we get from ideas to implementation? Pat said we may need to prioritize and suggested beginning by talking to minority nurses for mentoring. Kelly will put a notice in the next Nursing News asking for those nurses interested in mentoring. Travis said she sees the Center as the conduit, not the doers, and that we will need to find a way to work with the mentors so they can be the conduit.

12:06 break.

12:35 reconvened over lunch.

Financial Report

The board reviewed the budget status report dated 12/31/2001. Kelly will check into contract services as those numbers don't appear to be correct. Gross will write a grant for Excellence in Health Care. The board suggested that funds up to \$15,000 be expended during March and April for air time for the "I Want to be a Nurse" PSA.

H-1B Skills Training Grants

Kelly reported that the Lincoln/Lancaster Workforce Investment Board is submitting a grant. The submission date is in March. They are surveying potential students for interests and will use our vacancy rate data. Kelly will contact the person with the Greater Nebraska Workforce Investment Board to offer the board's assistance to their grant submission as well.

Nursing Summit

The next Nursing Summit is April 9th in Kearney. Kelly agreed to present an update on supply and demand data. The board agreed to sponsor a break for \$500 and will have a booth where we'll give out the Pfizer book, coloring books, posters, magnets, and run the "I Want to be a Nurse" PSA.

Next Meeting

The next meeting of the Center for Nursing board will be held April 10, 2002 in Kearney beginning at 8 a.m. Agenda items will include: visit the web site, update on data proposal, update on health care grant proposal, report by workgroups on progress on strategic plan.

1:50 Lazure, Lenaghan, Walline, and Yeaworth left the meeting.

Employer Survey

Christine Sheldon, UNMC graduate nursing student, made a presentation on the open-ended responses on the original Employer Survey.

2:25 The meeting adjourned.

In the absence of the secretary, minutes were prepared by:

Charlene Kelly, PhD, RN

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
April 10, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Chuck Stepanek, Chairperson at 9:30 a.m. CDT, April 10, 2002 at the Holiday Inn, Executive Room, Kearney, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Chuck Stepanek, Chairperson
Shirley Travis, Vice-Chairperson
Lois Sietsema, Secretary
Gloria Gross
Linda Lazure
Diana Stevens
Linda Walline
Rosalee Yeaworth
Carole Douglas
Maxine Guy
Larry Krafka
Barb Wenz
Marian Williams

The following members were absent:

Jane Elliott
Dennis Joslin
Pat Lenaghan

A quorum was present and the meeting convened. Also present from the Credentialing Division was Charlene Kelly, Section Administrator for Nursing and Nursing Support and Sheila Exstrom, Nursing Education Consultant.

Minutes of the November 15, 2001 and January 31, 2002 Meetings

The chair asked for a motion to dispense with the reading of the minutes.

1. Douglas made the motion seconded by Krafka **that the board dispense with the reading of the minutes of the November 15, 2001 and January 31, 2002 meetings.**

Voting aye: Stepanek, Wenz, Krafka, Travis, Douglas, Gross, Guy, Lazure, Sietsema, Stevens, Walline, Williams, Yeaworth. Voting nay: none. Abstain: none. Absent: Joslin, Lenaghan and Elliott. Motion carried.

The board reviewed the minutes of the November 15, 2001 and January 31, 2002 meetings.

2. Stevens made the motion seconded by Douglas **that the board approve the minutes of the November 15, 2001 meeting with one editorial correction.**

Voting aye: Stepanek, Wenz, Krafka, Travis, Douglas, Gross, Guy, Lazure, Sietsema, Stevens, Walline, Williams, Yeaworth. Voting nay: none. Abstain: none. Absent: Joslin, Lenaghan and Elliott. Motion carried.

3. Sietsema made the motion seconded by Guy **that the board approve the minutes of the January 31, 2002 meeting.**

Voting aye: Stepanek, Wenz, Krafka, Travis, Douglas, Gross, Guy, Lazure, Sietsema, Stevens, Walline, Williams, Yeaworth. Voting nay: none. Abstain: none. Absent: Joslin, Lenaghan and Elliott. Motion carried.

Agenda

The agenda was reviewed. Three items for discussion were added to the agenda. Under item H, Financial Report, add March 30, 2002 budget status report. Under item K, Strategic Plan, add faculty concerns. Under item M, Board Re-appointments, add meeting attendance. The agenda was adopted as modified.

Nursing Summit Reflection

The board members reflected on yesterday's Nursing Summit. Stepanek indicated that a quick review of the evaluations indicated that most of the comments were positive. It was noted that the content of the summit was pertinent to the work of this board. Board members expressed interest in getting the results from the survey that summit participants filled out. Exstrom will follow through to obtain the compiled results of the survey for review by the board. It was noted that even though the topics covered were all good the program seemed to lack focus and closure. Board members expressed some concern regarding what they perceived as physician and nurse bashing associated with some of the stories conveyed by the speaker. Other concerns included the inappropriate dress of some participants and the lack of media coverage. Exstrom and Stepanek will share these comments to the Nursing Leadership Group coordinating committee.

Report of Activities Since the Last Meeting

The board heard reports on the following activities since the last meeting:

Web Site Maintenance

Kelly reviewed the web site with the board. On the Home Page it was suggested that the 2001 Summit Summary be deleted. The demand survey results should be added to the Workforce Survey Results section. Staff will check the accuracy of the home health LPN vacancy data before adding it to the web site. It was suggested that a status report be added to the Strategic Plan section.

Corrections were made to the contacts page. It was suggested that addresses and phone numbers be added to the Nursing Education Program page. The enrollment data also needs to be updated. The date on this page needs to be changed to 2002.

Data Reports

Data from the employer vacancy survey was reviewed by the board. It was determined that the Power Point presentation data is sufficient to add to the web site. The more detailed data should be made available upon request.

Exstrom reviewed the nursing program enrollment data. Discussion followed. The responses to the supplemental survey of the nursing programs was also reviewed.

10:25 a.m. meeting recessed.

10:40 a.m. meeting reconvened.

Media Project

Stepanek reported on the recent run of the “I want to be a nurse” TV spot. It ran on stations across the state. Kelly noted that the response to the web site for information was not as great as the response to the telephone number during the run last year.

The board reviewed the information from the American Academy of Nursing media awards campaign. The board directed that the “I want to be a nurse” spot be entered in the competition. Exstrom agreed to complete the application form before the July 15, deadline. There is a \$50 fee associated with the application.

Speaking Engagements

Board members reported on recent speaking engagements related to Center for Nursing activities.

Review of Proposal for Department of Preventive and Societal Medicine

The board reviewed the proposal submitted by the UNMC Department of Preventive and Societal Medicine to develop projections for Nebraska’s workforce needs by county. The consensus of the board was that this activity is critical to the mission of the Center for

Nursing. The board asked for clarification on the description of what is meant by scenarios, the amount of the budget earmarked for the literature review and the inclusion of LPNs in the study. Kelly will seek this clarification. Strategies to pay for the study were discussed. It was noted that the proposal calls for the project to take place over 16 months. It was also noted that some funds are remaining in the 2002 budget. It is also anticipated that some funds could be freed up from the 2003 budget. Kelly informed the group that this project was submitted for funding by the Health Care Cash Fund by UNMC. The board deferred a decision on this project until the financial report is reviewed later in the meeting.

Nursing Student Loan Act

Kelly referred the board to their copy of the approved regulations for the Nursing Student Loan Fund. A list of loan recipients was also given to each board member.

Strategic Plan Workgroup Reports

Use of Volunteer “Mentors”

A workgroup composed of Sietsema, Stepanek, Wenz and Exstrom made the following recommendations to the board:

- You can't arrange a mentoring relationship. People find their own mentors. Perhaps a more appropriate term for the activities suggested in the strategic plan would be “resource contact person”.
- Disseminate the list of volunteers to high-schools and middle schools in the volunteer's area.
- Provide materials and suggestions on how to approach local schools to volunteers.

Review and revisions for RN Workforce Survey Tool

A workgroup composed of Travis, Guy and Kelly reviewed the workforce survey tool used during the 2000 RN renewal period. Responses reported from the survey were also reviewed. Several minor revisions were suggested and approved by consensus by the board.

Identify target increases for Goal 1 of the Strategic Plan

A workgroup composed of Gross, Williams and Yeaworth made the following recommendations:

- By 2005 the number of nurses licensed in Nebraska will increase by 10%. [from 25,782 to 28,360]
- By 2005 the number of licensed nurses and students enrolled in nursing programs from ethnic minorities in Nebraska will increase by 50%. [from 779 to 1169]
- By 2005 the number of men licensed as nurses and male students enrolled in nursing programs in Nebraska will increase by 50%. [from 932 to 1398]

Goal I, Action 2: Develop creative mechanisms to attract a diverse group of students to nursing as a strong career option.

A workgroup composed of Lazure and Douglas made the following recommendations:

- Develop a presentation packet for current nursing students who are willing to volunteer to contact their former high school and arrange to give presentations, meet with guidance counselors or meet with students to inform and recruit for nursing. The presentation packet should include:
 - A Power Point presentation on careers in nursing (both on diskette and transparencies)
 - A supply of Pfizer books
 - Guidelines for presentation
- There should be a reporting mechanism back to the Center to track the number, gender and ethnic background of students who attend the presentation.
- There should be a recognition program for student volunteers.
- Communicate to the Deans and Directors that the packets will be available by the fall of 2002.
- Staff and workgroup should work together to pull together content for presentation. Use existing materials from various web sites.
- Need to determine time to send out packets (mid-fall semester?)
- Work with Student Nurses Association to recruit volunteers and for recognition program?
- Send a notice to high-school counselors letting them know that a former student may be contacting them and to offer materials to schools who don't have volunteers.
- Do a follow-up call to the Deans and Directors after the packets are mailed.
- Seek an opportunity to participate in the Minority Health Conference. Consider using the time for focus groups rather than presentation.

Goal I, Action 4: Identify and promote know successful strategies for retention and recruitment.

A work group composed of Stevens, Walline and Krafka made the following recommendations:

- Put a focus for minorities on the Center for Nursing web site. Consider a link to the HRSA web site.
- Investigate and disseminate the magnet hospital criteria.

12:00 noon. The board recessed briefly for lunch and then reconvened.

Financial Report

The board reviewed the budget status report dated 03/31/2002.

The proposal from UNMC was revisited. The board directed Kelly to negotiate some additional work if a contract is negotiated for this year's funds and the grant is also received. Kelly was directed to contact the Department of Preventive and Societal Medicine to find out what product could be produced with the funds remaining in this year's budget after other required expenditures are covered.

4. Gross made the motion seconded by Travis **that the board empower Charlene Kelly to negotiate the use of the remaining funds in the 2002 budget for the**

Nebraska Center for Nursing to contract with the UNMC Department of Preventive and Societal Medicine to develop projections for Nebraska's nursing workforce needs by county.

Voting aye: Stepanek, Wenz, Krafka, Travis, Douglas, Gross, Guy, Lazure, Sietsema, Stevens, Walline, Williams, Yeaworth. Voting nay: none. Abstain: none. Absent: Joslin, Lenaghan and Elliott. Motion carried.

1:30 p.m. Carole Douglas left the meeting

H-1B Skills Training Grants

Kelly informed the board that she had reviewed the draft grant application and made several suggestions for revisions. A letter committing time-in-kind services was submitted for inclusion with the grant application. The grant request is for nearly \$3 million. Most of the money would go to benefit persons entering nursing or adding to their nursing education. There are also some funds to support faculty development.

Nebraska Health Care Cash Fund grant application

The grant application was submitted. The focus is on the mini grants on development of a differentiated practice environment. The grants are awarded in September.

Next Steps in relation to the strategic plan

Yeaworth expressed concerns that more needs to be done to support and encourage faculty recruitment and development. No changes in strategies were suggested, but this need should be kept in focus as the plan is implemented. It was suggested that an additional column be added to the Strategic Plan to note accomplishments.

It was suggested that longer work group meetings be held the evening before the next board meeting.

Election of Officers

Election of officers (chair, vice-chair and secretary) will be held at the next meeting. Kelly will send out a call for nominations and put together a ballot for the next meeting. Nominations will also be accepted from the board at the meeting.

Board Reappointments

Several board member's terms expire this year. Kelly has been asked by the director's office for recommendations regarding reappointment. These recommendations are used by the director in communication with the governor's office in regards to reappointment. Kelly reported that all persons whose terms are expiring were recommended for reappointment based on the need for continuity on the board. Board members expressed concern regarding board member attendance at meetings. Staff were directed to develop a grid denoting each member's attendance at meetings since appointment. This information will be reviewed at the next meeting.

Next Meeting

The next meeting of the Center for Nursing board will be held June 6, 2002 in Lincoln beginning at 8 a.m. Work groups will meet the evening before the meeting. Location of the meeting is to be determined. It was suggested that Jonie Cover from the Hospital Association be invited to the meeting to present/discuss that organization's initiatives related to the nursing shortage.

2:08 p.m. the meeting adjourned.

Respectfully submitted,

Lois Sietsema, Secretary

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
June 6, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Chuck Stepanek, Chairperson, at 8:09 a.m. CDT, June 6, 2002 at the Staybridge Suites, 2791 Fletcher Ave., Lincoln, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Chuck Stepanek, Chairperson
Shirley Travis, Vice-Chairperson
Lois Sietsema, Secretary
Linda Lazure (arrived at 8:30 a.m.)
Barbara Wenz
Marian Williams
Gloria Gross
Pat Lenaghan
Diana Stevens
Linda Walline
Rosalee Yeaworth
Jane Elliott
Maxine Guy

The following members were absent:

Dennis Joslin
Larry Krafka
Carole Douglas

A quorum was present and the meeting convened. Also present from the Credentialing Division were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Sheila Exstrom, Nursing Education Consultant, and Anne Owens, Administrative Assistant.

Approval of Minutes

Minutes of the April 10, 2002 Meeting

1. Yeaworth made the motion seconded by Guy **that the board waive the reading of the minutes of the April 10, 2002 meeting.**

Voting aye: Stepanek, Travis, Sietsema, Wenz, Williams, Gross, Lenaghan, Stevens, Walline, Yeaworth, Elliott, Guy. Voting nay: none. Abstain: none.
Absent: Lazure, Joslin, Krafka, Douglas. Motion carried.

The board reviewed the minutes of the April 10, 2002 meeting.

2. Sietsema made the motion seconded by Guy **that the board approve the April 10, 2002 minutes with the following changes: The date of the meeting was changed to April 10, 2002. In the first paragraph on page four, third sentence, “ask” was changed to “asked”. On page seven, paragraph one, sentence three, “to continuity” was changed to “for continuity.”**

Voting aye: Stepanek, Travis, Sietsema, Wenz, Williams, Gross, Lenaghan, Stevens, Walline, Yeaworth, Elliott, Guy. Voting nay: none. Abstain: none.
Absent: Lazure, Joslin, Krafka, Douglas. Motion carried.

Agenda

The agenda was reviewed. Agenda items C.4 and 5 were not distributed, but will be addressed in the future. Under item C, Report of Activities, an additional agenda item was added, #6 – Attendance. Agenda item J, International Congress on Rural Nursing was inserted and the following items were re-lettered K-M.

3. Sietsema made the motion seconded by Guy **that the board approve the agenda as amended.**

Voting aye: Stepanek, Travis, Sietsema, Wenz, Williams, Gross, Lenaghan, Stevens, Walline, Yeaworth, Elliott, Guy. Voting nay: none. Abstain: none.
Absent: Lazure, Joslin, Krafka, Douglas. Motion carried.

Report of Activities Since the Last Meeting

The board heard reports on the following activities since the last meeting:

Web site updates

All of the web site changes suggested at the last meeting have been made.

Linda Lazure arrived at 8:30 a.m.

Speaking Engagements

Members reported on recent speaking engagements related to Center for Nursing activities and the nursing shortage. Lenaghan presented information to NONE. Lazure reported that she had done presentations on both radio and television. Stepanek requested that a board member present an update on the status of the Center for Nursing Board on Saturday, July 27th, at Metro Community College for LGNNO. Yeaworth volunteered to give the presentation.

Discussion of recent publications/information on the nursing shortage

There was discussion regarding LB890, dated 1989, which presented Findings, Conclusions and Recommendations regarding the Nurse Education Plan in Nebraska. One member reported that a study had been completed showing that Nebraska has 958 RNs per 100,000 patients and ranks 10th in the nation. Kelly asked if it would be appropriate to add information regarding federal funds for scholarships to the web site. Stepanek indicated that Johnson & Johnson would like to list all of the nursing schools in Nebraska that issue student loans on their web site. It was also suggested that a link to information regarding the schools/hospitals that grant student loans be added to our web site. It was noted that we already have links to all of the schools.

Volunteer mentors/resource persons for students interested in a career in nursing

Kelly reported that Dr. Ruth Pakieser has volunteered to help with development of materials for the Center for Nursing. Initial plans include the development of materials for the volunteer ambassadors (mentors) and volunteer student presentations.

Attendance

The board member attendance records for the time period of July, 2000 through April, 2002 were reviewed. The group agreed that there should be some communication with the person(s) who have missed the greatest number of meetings to determine the reasons for low attendance. There should be an expectation that members attend 75% of the meetings. There should also be a reasonable expectation that the board members would advise the staff if they cannot be present at a meeting. Stepanek volunteered to follow-up on this issue immediately with the board members whose attendance is lowest. The members agreed that some sort of parameters should be set for acceptable attendance at meetings. Kelly suggested that the attendance sheet be presented to the governor prior to reappointment time.

Update on Proposal for Department of Preventive and Societal Medicine

Kelly presented an update on the proposal. \$14,000 is available for this fiscal year. She is negotiating a contract to complete the work in phase one of the proposal before the end of this fiscal year.

Update on the Status of Distribution of Loan Funds Under the Nursing Student Loan Act

Kelly reported that 257 new student loans have been approved for distribution in late July, and board members received the breakdown of loans awarded by institution and program. Loans were assigned based upon the current enrollment in each program. Each of the nursing schools/programs was notified regarding the number of loans awarded per program via letter mailed April 25, 2002. A request was made at that time for submission of Agreements to Practice documents to the Center for Nursing by the middle of July. The hiring of a full-time, permanent employee has been approved to maintain and monitor the loan program. It was suggested that information regarding the loans available through the Nursing Student Loan Act be added to the web site.

Reports From Strategic Plan Workgroups

Workgroups met to review the reports of the work session held the evening of June 5th. The groups presented their reports to the board for discussion.

11:55 a.m. the meeting recessed briefly and then continued over lunch. It was decided to move back to agenda items to complete the board business before continuing with the work group reports.

Financial Report as of April 30, 2002

The financial report was reviewed.

Update on H-1B Skills Training Grant Application

No information has been received about the grant application.

Identification of Next Steps in Relation to the Strategic Plan

The board will identify the next steps in the strategic plan after the workgroups have had the opportunity to present the rest of their reports.

International Congress on Rural Nursing

The third International Congress on Rural Nursing will be held on October 3-5 in Binghamton, New York. The board agreed that the focus of this conference appears to be in line with current issues facing the board. Wenz indicated that she would be interested in attending.

There will be a conference in Lincoln on July 10, 2002 regarding Recruiting and Retaining Nurses and Health Care Employees. Sietsema will attend.

Election of Officers

The members received a slate of proposed officers in their packets. One person had agreed to run for each of the three offices. Kelly opened the floor for further nominations. There were none.

The officers nominated were: Shirley Travis, Chairperson; Gloria Gross, Vice-Chairperson; Secretary: Linda Lazure.

Stevens made the motion seconded by Elliott **that the board accept the slate of officers as presented.**

Voting aye: Stepanek, Travis, Sietsema, Wenz, Williams, Gross, Lenaghan, Stevens, Walline, Yeaworth, Elliott, Guy, Lazure. Voting nay: none. Abstain: none. Absent: Joslin, Krafka, Douglas. Motion carried and the new officers were elected.

The board moved back to discussion from the workgroups regarding the Strategic Plan. An internal version of the Strategic Plan will be developed to incorporate the recommendations of the workgroups (see attached).

The board completed discussions regarding the Strategic Plan and welcomed the incoming officers.

Next Meeting

The next meeting of the Center for Nursing board will be held August 8, 2002, at the Staybridge Conference Center in Lincoln, beginning at 9:00 a.m.

3:30 p.m. the meeting adjourned.

Respectfully Submitted,

Lois Sietsema, Secretary

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
August 8, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Shirley Travis, Chairperson, at 9:13 a.m. CDT, August 8, 2002 at the Staybridge Suites, 2791 Fletcher Ave., Lincoln, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Shirley Travis, Chairperson
Gloria Gross, Vice-Chairperson
Linda Lazure, Secretary
Lois Sietsema
Barbara Wenz
Chuck Stepanek (arrived at 10:40 a.m.)
Pat Lenaghan
Diana Stevens
Linda Walline (arrived at 11:00 a.m.)
Rosalee Yeaworth
Jane Elliott (arrived at 10:10 a.m.)
Maxine Guy
Carole Douglas (arrived at 9:30 a.m.)

The following members were absent:

Marian Williams
Diana Stevens
Dennis Joslin
Larry Krafka

Unable to declare a quorum; lacking one member. At 9:30 a.m. Carole Douglas arrived, a quorum was achieved and the meeting convened. Also present from the Credentialing Division were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Sheila Exstrom, Nursing Education Consultant, and Anne Owens, Administrative Assistant. Dr. Ruth Pakieser, guest and new consultant to the board, was introduced and welcomed.

Additions to Agenda

Distributions:

- Yeaworth – Nurse faculty shortage (discuss under strategic plan).
- Kelly – Circulated several reports for board members to indicate if they desire copies.
- Exstrom – Offered Joint Commission Shortage Studies and Reinvestment Act.
- Lenaghan – Boston meeting – AHA – symposium on nursing shortage and strategies to resolve same.
- Lazure – Videotape of WOWT story on men enrolled in nursing at Creighton.

Minutes of the June 6, 2002 Meeting

The chair asked that the board defer the reading and approval of the June 6, 2002 minutes until they have been distributed and read. The board concurred.

Reports of Presentations, Exhibits and Meetings attended since the Last Meeting

Activities/Exhibits

Sietsema reported that she and Stepanek hosted a booth on behalf of the board at the two-day School Nurse Conference. They distributed Pfizer books, magnets and Johnson & Johnson nursing recruitment posters. Sietsema also attended a workshop on recruiting and retaining nurses and health care professionals. She attended a non-nursing-related presentation on financing.

Speaking engagements

Yeaworth presented the strategic plan to LGNNO and there was interest in obtaining copies of her Power Point slides. Douglas is working on a pilot program for early mentoring, especially with minorities. She is looking at the age group from late elementary through high school.

Web site updates

Exstrom indicated that the board should encourage students to apply for federal money for student forgiveness loans up to \$17,000.00. She will place the information regarding these loans on the web site. It was felt that there is a need to encourage students to access the web site for applications.

Discussion about Nursing News, Concern about Internet Privacy

Exstrom suggested that an article about the federal student loan forgiveness program should be placed in the next issue of the Nursing News. There was discussion about the publication of disciplinary actions in the Nursing News. Concern was expressed that publication portrays a negative image for nursing. Yeaworth expressed concerns about internet privacy and identity theft.

Recognition

Travis presented Sietsema a plaque in recognition of her two years as the board secretary. Stepanek will be presented with a plaque as outgoing chairperson when he arrives at the board meeting.

Review of Report from the Department of Preventive and Societal Medicine

Kelly presented an overview of the first phase of the project, which she had received the day before:

- The cost to the board for the acquisition of demographic projection data from the Bureau of Business Research at UNL will be approximately \$8,000. The director has approved the contract for this project provided it is paid from the cash fund rather than the general fund.
- This is a two-phase project on the demand for RNs and LPNs in Nebraska. Phase I contains a literature review, acquisition of demographic projection data from BBR, data treatment activities, and production of a preliminary report that illustrates the current geographic and demographic components of the workforce.
- Phase II of the project will include continuation of the literature review, data and literature-based scenarios, activities to develop conclusions based on scenarios, and the development of an econometric model to predict level of nurse staffing needed.
- Kelly will ask the University to provide colored copies of the report for the board members.
- Lenaghan asked whether or not the data from the University should have been public access. Kelly will check.
- Kelly indicated that Health Care Cash Fund Awards will be announced in September, and we will wait before proceeding with Phase II of the report until the award recipients are announced may pay for the second phase.

10:10 a.m. Elliott entered the meeting

Update on Status of Distribution of Loan Funds under the Nursing Student Loan Act

Kelly handed out an updated list of the current loans allocated by nursing program. Based upon enrollment, the Center for Nursing was allocated \$257,000 for the second round of nursing student loans. The schools had been given a firm due date of July 15, 2002 for submission of loan agreements, and 207 agreements were received by that date. The decision was made to hold all of the loans until the end of the special session. Several options have been suggested, including cutting the program from this year's budget entirely, dispersing the loans, but only up to the previous distribution of \$134,000, with each student getting a \$600.00 loan rather than a \$1,000.00 loan. Elliott indicated that the issue was on the legislative agenda for that day. There was consensus among the board members that if the funding was kept in place but cut to \$134,000, the applicants should all receive loans in a lesser amount. The regulations state loans of "up to \$1,000.00" may be issued. The board also agreed by consensus that they would

recommend dispersing as many funds as possible if the original appropriation of \$257,000 is retained.

10:35 a.m. the board recessed briefly

10:40 a.m. Stepanek arrived at the meeting

10:45 a.m. the board reconvened

11:00 a.m. Walline arrived at the meeting

Reports of follow-up activities related to the strategic plan initiatives outlined at the last meeting

Updated strategic plans and “to do” lists were in the packets.

Kelly met with Denise Kubik regarding the “project in a box”. What is available is primarily clinical in nature and of a limited use to us. The board agreed to drop the concept for now, but reiterated that our ability to work with the Hospital Association needs to be addressed.

Attendance

Stepanek reported that he had contacted Dennis Joslin regarding his attendance at the board meetings. Joslin indicated that he is often unable to attend and asked if he could send a substitute in his place. It was noted that guests are welcome, but only board members can vote and participate as board members. Letters will be sent to both Joslin and Krafka indicating the board’s concern regarding their lack of attendance, with copies sent to the associations that they represent.

Johnson & Johnson

Has stated that they will be issuing student loans.

Information on Speaker Availability

Madonna has requested a speaker for 9/17/02 at 6:00 p.m. Stepanek reported that WOWTV wants to present a half-hour report on nursing shortage. Taping will be next Saturday, and Pat Lenaghan will represent the board.

11:23 a.m. the board recessed briefly

11:38 a.m. the board reconvened and Douglas arrived at the meeting

Information on the next Minority Conference

Kelly reported that she spoke with Rodney Moore, Minority Health Advisory Board and has subsequently made many contacts through the Nebraska Public Health Association. There are several upcoming activities. There is a need for clearing house coordination to share what all the different groups are doing. The board can exhibit at the next minority

conference at no charge. Information regarding minority resources can be added to the website. Suggestions were made regarding other ways to get information regarding nursing to minority segments of the population, including targeting chief nurses and HR departments of hospitals and facilities and letters to nursing programs challenging them to increase ethnic minorities.

YWCA

Sietsema indicated that she spoke with Kristin Williams at the YWCA, and that they are developing a nursing grant through the Y in an effort to help women get back into the workforce.

12:00 p.m. the board recessed briefly.

12:25 p.m. the board reconvened over lunch.

Set Future Meeting Dates/Agendas

The next meeting of the board was scheduled for October 7, 2002, from 9:00 a.m. to 3:00 p.m.

1:00 p.m. Stepanek left the meeting

1:35 p.m. Sietsema and Elliott left the meeting and there was no longer a quorum

Financial Report as of June 30, 2002

The financial report was reviewed.

Update on H-1B Skills Training Grant Application

No information has been received about the grant application.

2:45 p.m. the meeting adjourned.

Respectfully Submitted,

Linda Lazure, Secretary

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
October 7, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Shirley Travis, Chairperson, at 9:00 a.m. CDT, October 7, 2002 at the Staybridge Suites, 2791 Fletcher Ave., Lincoln, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Shirley Travis, Chairperson
Gloria Gross, Vice-Chairperson
Linda Lazure, Secretary
Lois Sietsema
Barbara Wenz
Chuck Stepanek (arrived at 10:40 a.m.)
Pat Lenaghan
Diana Stevens
Linda Walline (arrived at 11:00 a.m.)
Rosalee Yeaworth
Jane Elliott (arrived at 10:10 a.m.)
Maxine Guy

The following members were absent:

Carole Douglas
Dennis Joslin

The following members have resigned since the last meeting:

Larry Krafka
Marian Williams

A quorum was present and the meeting convened. Also present from the Credentialing Division were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Sheila Exstrom, Nursing Education Consultant, and Anne Owens, Administrative Assistant.

Report/Discussion of Status of Board Membership

Kelly indicated that both Larry Krafka and Marian Williams had resigned from the board. Steve Wooden, Chairperson of the State Board of Health has submitted the name of Judith McGee, RN, from Fairbury, to Governor Johanns for appointment to the Nebraska Center for Nursing Board in the place of Marian Williams. A replacement has not been submitted for Krafka because of the short notice of his resignation. There was discussion regarding possible replacements for Krafka. It was suggested that the board consider a replacement from a minority group for Krafka and contact will be made with the Nebraska Minority Public Health Association and the Black Nurses Association. Florence Triplett was suggested as a representative from the Black Nurses Association.

Board Member Re-Appointments

Board members eligible for re-appointment have called the governor's office and some of the members have received their certificates. Stepanek checked with the governor's office and all members eligible for re-appointment have been approved by the governor and they should be receiving certificates shortly.

Approval of Minutes

Minutes of the June 6, 2002 Meeting

1. Yeaworth made the motion seconded by Gross **that the board approve the minutes of the June 6th meeting with the following changes: In the section titled "The International Congress on Rural Nursing", page 4, Binghamton, NY is mentioned twice in the same sentence. The first "in Binghamton, NY" will be deleted. On page 3, under "Speaking Engagements", April 27th should be changed to July 27th.**

Voting aye: Wenz, Lazure, Walline, Elliott, Stepanek, Gross, Stevens, Guy, Yeaworth, Sietsema, Travis. Voting nay: none. Abstain: none. Absent: Lenaghan, Joslin, Douglas. Motion carried.

Minutes of the August 8, 2002 Meeting

2. Stepanek made the motion seconded by Walline **that the board approve the August 8, 2002 minutes with the following changes: Page 3, bullet number 1, change "between 8,000" to "approximately 8,000". On page 2, bullet 2, "dicrculated" should be changed to "circulated". On page 4, under "Information on Speaker Availability", "pat" was changed to "Pat", and on page 3, "Department of Prevention and Societal Medicine", "Prevention" was changed to "Preventive".**

Voting aye: Wenz, Lazure, Walline, Elliott, Stepanek, Gross, Stevens, Guy, Yeaworth, Sietsema, Travis. Voting nay: none. Abstain: none. Absent: Lenaghan, Joslin, Douglas. Motion carried.

Report/Discussion of Special Legislative Session

Stepanek reported that all of the members of the legislative committee unanimously supported the retention of the Center for Nursing throughout the special session. Funds supporting the Center and student loans were retained with no changes. There is no guarantee for future funding.

Report/Discussion of Hearing for Interim Hearing on Shortages of Health Care Professionals (LR 333)

Elliott indicated that several groups testified about shortages, including representatives for the dental profession and hospitals. Elliott testified on behalf of the Center for Nursing, using data from previous studies and the strategic plan.

9:28 a.m. Lenaghan arrived

Reports of Presentations, Exhibits and Meetings attended since the last meeting and those scheduled for future dates

NNA Convention

Kelly exhibited at the convention on behalf of the Center for Nursing. Kelly spoke about the Center's strategic plan, emphasizing the fact that the board's role is essentially that of a clearinghouse.

Speaking engagements

Exstrom spoke to employees at Madonna on September 17, 2002, during National Rehabilitation Week. She spoke about the Center for Nursing and compared a typical nurse in the state with a typical nurse at Madonna, with discussion about retention efforts. The audience was between 50-100 people and varied, with some people knowing nothing about the Center and some people being very knowledgeable about it. Lenaghan represented NNA and the Center for Nursing on a WOWT program on August 17, 2002 regarding the nursing shortage. Lazure gave a short speech at the District 2 NNA political reception on September 9, 2002, citing Sen. Suttle's role in supporting the Center. Kelly spoke to the Human Resources department and the HHSS Recruitment and Retention Committee regarding recruitment and retention problems in 24-hour facilities. The department plans to hire a nurse recruiter. Travis spoke at the NONE District 1 meeting on September 24, 2002. She sensitized members about the board's existence and felt that the Center was not well known in that arena.

Lazure urged that every time anyone makes a presentation, wages and working conditions as cited in our surveys be covered. It is necessary to emphasize the need for improved base salaries as opposed to one-time sign-on bonuses. Walline encouraged sharing research related to the benefit of increasing base salaries whenever possible.

Presentation to Immanuel Health Systems Board of Directors

Kelly attended an initial meeting with contacts at Immanuel regarding potential funding for the Center. She has since attended two more meetings and is preparing a presentation for the Immanuel Health Systems Board of Directors Missions Committee on November 5, 2002.

Immanuel is interested in helping fund a TV spot, schoolbook covers, etc. Lenaghan offered to attend the November 5th meeting with Kelly. Nancy Harms from Midland Lutheran College will speak regarding faculty, staffing, etc., focusing on how current and proposed activities at Midland are consistent with the Center for Nursing strategic plan.

International Congress on Rural Nursing

Wenz attended the Congress in Binghamton, NY from October 3rd – 5th. She noted some of the items that she felt were of interest, including teaching nursing students debate and leadership skills; partnership with community action agencies; Australia issues with nurse practitioners and the shortage in Canada of faculty and clinical sites.

Upcoming speaking opportunities

NNA District 1 meeting in Hastings on November 7, 2002 at 5:00 p.m. at Margarita Pete's. Becky Davis is the contact person. Stepanek will find out the details. Walline and Wenz will check their schedules to see if they can speak, and if not, Elliott may be in the area and able to speak. Kelly will speak to the Theta Omega Chapter of STT on November 14, 2002 at Anthony's in Omaha.

Review of/Discussion of Report from the Department of Preventive and Societal Medicine – Mike Shambaugh-Miller

Shambaugh-Miller was present to discuss the report with the board. He indicated that the department was not a recipient of a Nebraska Healthcare Cash Funds Grant. They are redesigning the grant application, concentrating on rural aspects and broader health profession shortages. The focus will be on the Northern great plains, and DPSM will apply to other agencies (Kellogg, RWJ, etc.) for grants. The question was asked if we were the only group asking for this funding. Answer is yes, we are the only group in Nebraska. However, groups in South and North Dakota are also looking for this funding, which is the reason for the broadened scope to the Northern great plains. With a broader scope, they are more likely to obtain funding. Letters of support will also be needed – HHSS cited lack of proof of community support as a reason for denial. Gross asked if she understood correctly that without the Healthcare Cash Funds Grant funding they will not be able to complete any of the work for us. Shambaugh-Miller indicated that this was correct, but that he will continue to work on this in his free time since it is a “pet project”; a “community service project”. They can reconfigure the data – modalities of care section and the current makeup of the nursing workforce. Shambaugh-Miller said that there is a Federal model, which is on order. He is not sure if it would meet our needs because the description of the model on the website is rather cryptic. The up-and-coming segments of the population to target now are the Hispanic and rural youth populations. DPSM is also asking us to forward requests for proposals for funding to them. They are looking at three sectors: modalities of care, the workforce we currently draw from and the workforce we have to potentially draw from. They will still be available for small projects – a set of maps, etc. – things that wouldn't take much time.

DPSM can burn a CD of the data for us, showing the demand for nursing at the county level for the next (indefinite) years for 7 counties. Suggests that this would be a good dissertation project for a grad student. They made the greatest strides in data construction and literature review, and are cleaning up our database because several zip codes were missing from the

RN surveys. Stepanek expressed concern about the modest numbers (e.g., 2-3% increase). The response was that most of the shortages will be more pronounced after 20 years. Some immigration projections were influenced by the clampdown on immigration following September 11, 2001. After 2020, we will see a massive hit of older adults and teens. Look for a 5-8% increase in dependent sectors of society and a decrease in the number of those able to work and/or pay.

Lazure reiterated Gross's query – is all activity stopped? The answer was yes. The projected cost for the whole project was \$75,634 and they need \$62,000 to finish the project. The cost for the first phase was \$13,946. Yeaworth asked if the population data we purchased was collected with state dollars. No, they also got other numbers because they needed year-to-year projections and finer resolutions. They also have to purchase anything to do with collecting data regarding faculty or students. Travis asked if we pay for refreshed data. BBR hopes to keep numbers up-to-date and will refresh their data. If we wanted to specifically refresh minority projections, we would be charged for that information. Stepanek asked at what point does Phase 1 become stale and unusable, especially if there is a gap between funding Phases 1 & 2. We should have 2-4 years before that becomes a problem. BBR information is updated yearly, another group in Omaha collects data for the state and DPSM can get birth and death numbers easily from the Hospital Association. UNMC College of Nursing is starting to track where students come from and where they go after graduation.

Travis asked if the nursing demographics will be included in Phase 1. Shambaugh-Miller indicated that they are, pending “cleaned-up” data. The residency data is pretty complete, but the primary workplace data will take longer to compile. Gross stated that we need to get Phase 1 completed. We will have to give DPSM directions so that we get the most critical parts.

Additional Comments/Questions

Data should belong to the Center for Nursing. If we get a computer model and the Center is no longer in existence, who will own it? The State of Nebraska will own it. Gross wants past and current surveys reflected. Also very interested in the other part of the model – need projections. How do we capture the hundreds of nurses who live in other states (Iowa & South Dakota) but work in Nebraska? Lenaghan stated that we have not gone far enough with the model to engage people who might need the data and could help us obtain funding. Walline asked if the Center could contribute half of the funding shortage. Would AHEC, Hospital Associations and Long-term Care facilities be interested in funding? Travis – we need to come up with a model that could be continually refreshed with newer data. Could we also sell our model for other professions to use? If we can get a consortium of stakeholders, we may be able to complete the project. The department of DPSM medicine is going after wider funding to address nursing first. Do we need to hold a stakeholder meeting? What is the timeline for the project? One year from the funding date. We need to convene groups of working nurses. Gross stated her concerns that the sources used were newspaper articles, which are not accurate. The proper data should be used, making the model more data-based than opinion-based. Lazure asked for clarification as to the identity of the “we” in the summary under the heading of “project proposal”. Stepanek asked how DPSM is dealing with direct/indirect care providers. Shambaugh-Miller indicated that the numbers come from FTE data. Lenaghan suggested looking at the expectations of workload – worked hours per patient day. This could be significant difference in direct/indirect care.

11:05 a.m. the board took a short break

11:23 a.m. the board reconvened

Update on Status of Distribution of Loan Funds under the Nursing Student Loan Act

Kelly stated that 231 of the 257 allocated student loans had been issued. She had asked the schools to submit the names of alternates when they sent in the second round of loan requests. Staff will meet on October 8th to determine whether or not the remainder of the allocated loan money could be used for the alternates. The remaining 26 loans belong to 5 different programs who have not applied for any of their allocated percentage or for only a portion of it. Students from the schools that have not submitted any names for loans have called the Center for Nursing office looking for funds. Kelly is deciding how to find out why those schools have not had students apply.

Financial Report as of August 30, 2002

Pages 6-7 of the handout do not accurately reflect the Center for Nursing budget. They show that the budget is \$15,000. Special session budget cuts were targeted at \$45,000, which would have been the last three quarters of the year. The Center has been allocated the full \$60,000 budgeted amount and the financial report will be adjusted to reflect that allocation plus the \$20,000 grant from the Hospital Association. There may also be leftover money from the 2001 budget. Lenaghan asked how much of the budgeted amount we could use for a special project, knowing that there are fixed expenses for the board meetings. The board needs to identify funds with strategic plan items.

Update on H-1B Skills Training Grant Application

We still have not heard anything regarding the grant application. Kelly will check on the progress of the application and report to the group via e-mail.

Nebraska Health Care Cash Fund Awards

The Center for Nursing was turned down for an award. Stepanek received a letter from Steve Curtiss stating that the request was turned down because we did not show enough evidence of community support. 218 proposals were submitted and 43 approved. The letter listed strengths and weaknesses. Strengths: excellent explanation of the problem, good description of the roles and responsibilities of agencies involved and a good work plan with measurable objectives. Weaknesses: the project is designed to “fund projects” but it is not clear what the mini-projects will accomplish. There is no evidence of sustainability at the end of the grant period and the proposal does not specify data that will be collected to evaluate mini-projects. We need the Rural Health organization and other groups to sign on (as they did the first year). Gross is willing to rewrite the proposal and Lenaghan to help review for re-submission. It was suggested that we should focus more on minority recruitment and/or submit more than one proposal: one for minority recruitment and one with mini-grants. Perhaps mini-projects could be incorporated into the Immanuel proposal.

Set Future Meeting Dates/Agendas

The next meeting of the board was scheduled for December 4, 2002, from 9:00 a.m. to 3:00 p.m.

12:09 p.m. the board took a short break for lunch

12:28 p.m. the board reconvened over lunch

Reports of follow-up activities related to the strategic plan since the last meeting and Identification of next steps in relation to the strategic plan.

Kelly – the first national meeting for Centers for Nursing is scheduled for April 24 – 26, 2003 in North Carolina. Travis will check to see if she will be able to attend. The National Summit on Nursing Recruitment and Retention will be held in San Diego, CA on December 2nd – 4th. Kelly stated that the suggestions from the last meeting have been incorporated into the strategic plan. It was suggested that the board send letters of appreciation to Johnson & Johnson and Pfizer for the free materials that they allow us to order and distribute.

Goal I – Insure Adequate Workforce

Action 1 – Diversity

Moved Action 1 (*Monitor nurse workforce supply trends through ongoing data collection and analysis*) to Goal 4.

Tactic A - changed “conference” to “activities”. Kelly has sent a challenge for increasing diversity to the nursing schools. Walline indicated that Central Community College has a Perkins grant to sponsor reading and writing improvement workshops. Johnson & Johnson posters and “What Do Nurses Do?” coloring books are available in Spanish.

Tactic B – Public Relations campaign will be put on subsequent agendas. The Nebraska Nurse article on the NE football player/nurse met our goal. Pakieser continues to work on brochures to attract men and minorities to nursing – board needs a timeline for the finished product. Add to #5 – transition from EMT *and trauma* to nursing. Add to #6 – distribute brochures at EMT *and trauma* state and regional meetings. Add #7 – explore the purchase of pens with promotion of the website. Make sure that all nursing schools have a link to the Center for Nursing on their websites. Add #8 – add a flashy button “**For Kids Only**” to link with kids activities on the UNMC website. Suggestions for press release/article per quarter – minorities, jobs, starting salaries, stories about individual people, career mobility, dieticians who have become nurses, forensic nursing, sexual assault nursing, changing careers. Chuck is to map out several quarters by the next meeting and see about a contract with Kim Bartek.

Tactic C – Still need a connecting mechanism while recruiting ambassadors/mentors. We have 15-20 volunteers spread out over the state. Need to supply ambassadors with Pfizer books and other materials – challenge them to present at 5 schools per year. They could track kids’ progress and be a resource to those schools. Packets for school nurses have been distributed. Nursing badge – Sietsema spoke with the Girl Scout council in Omaha and they are interested in developing a nursing explorer patch. Stepanek reported that Pennsylvania is interested in helping other states start with the explorer patch program.

Tactic D – State Minority Conference – We will make banner with our goal on it to display at the conference and ask for input on how to reach that goal (maybe a suggestion box).

Tactic E – combine with *Tactic B*

Tactic F – check with Pakieser

Tactic G – Ongoing

Tactic H – Ongoing – will incorporate into “flashy button” in B #8

Tactic I – Speakers Bureau – ask faculty at the schools of nursing to suggest faculty/nurse speakers (who may already be making presentations). We need to state “Topics related to nursing” rather than workforce. Incorporate under Goal #4 if we’re talking about the Center.

Tactic J – Book Covers – the NC Center for Nursing is making textbook covers that incorporate kids’ slang as well as statements regarding nursing. We need help from younger kids – maybe give to an explorer group as a project. We are ordering a video aimed at junior high kids from the NC Center for Nursing.

Action 2 – Assuring adequate numbers of faculty who are prepared to educate students in a changing environment.

Tactic A – “**Each One Reach One**” campaign – Walline spoke with the Deans and Directors to encourage prospective faculty.

Tactic B – Exstrom is taking care of items 1 – 4. Target date for completion is March 2003. This needs to be promoted with the Hospital Association.

Tactic C – Conference for creative strategies for teaching nursing. Marilyn Campbell will teach test writing in the spring; Walline says that this is ongoing but they have not hosted a conference. Does NBON keep track of distance learning opportunities? Yes. Several schools have goals to put all curriculums on-line.

Tactic D – Yeaworth distributed copies of proposed legislation to provide financial incentives. “Faculty-Student Loan Act” – they would work two academic years for each \$5,000 they receive or teach for 5 years for 3 years of loans. This act would be patterned after the Student Loan Act. Which senator should introduce proposed legislation – Suttle, Jensen, Price or a committee? Could partnerships be formed with the state matching private funds up to a certain amount?

Tactic E – **Sponsor a Continuing Education Conference on Careers in Nursing Education.** The planning committee has not met yet. All bulleted items would be handled by a satellite conference. Yeaworth spoke with Reba Benschoter, who felt that the best time to meet would be between semesters, while the students are out. May target summer.

Tactic F – Support for faculty budget lines – along the lines of the old capitation funds/Bolton Act. Lenaghan – need to get the word out to the Hospital Association.

Action 3 – Identify and promote known successful strategies for retention and recruitment.

Tactic A – Handout – “**Subcommittee on Conference Plan**” – meeting 10/31/02 at BryanLGH to discuss how to bring speaker(s) and information to employers regarding recruitment, retention. Will look for a national speaker for a 3-part series. Meeting with the Hospital Association today. Good feedback about the stakeholders meeting. Elliott asked if this was a duplication of the work of the Nebraska Leadership group. Exstrom will discuss this at the Leadership group meeting later this month.

Tactic B – Incorporate into *Tactic A* – were not able to get this on the August agenda.

Tactic C – Kelly is still gathering information to put on the website. Gallup does this type of training and Lenaghan obtained a card from a Gallup representative.

Tactic D – Need to set up a meeting for this tactic.

Action 4 – Monitor nursing workforce.

Tactic A – Data is coming in with the RN renewals and there is a plan in place for handling it. The same person will be doing the data entry.

Tactic B – Ongoing – will add minorities and gender to collection data.

Tactic C – Will check with the Deans and Directors again.

Goal 2 – Put in place a dynamic system to project the statewide demand for nurses

Action 1 – Analyze Nebraska population and health indicator data for influence on demand for nursing services.

Tactic A – Report – Kelly will follow-up with UNMC. The board needs to make it clear who owns the data and send a formal letter with our expectations to Preventive medicine. Kelly will put this project on the list for the meeting with Immanuel.

Action 2 – Replace with our employer survey.

Tactic A – Delete

Tactic B – Delete

Goal 3 – Maximize effective use of the available nursing workforce

Action 1 – Share information on development of a differentiated practice environment.

Tactic A – Rewrite the grant and put the request into the Immanuel presentation.

Tactic B – Need to do Tactic A first.

Tactic C – Is the Leadership summit doing this? It has already been added to the RN survey.

Add Action 2 – Review and analyze the results of the survey.

Goal 4 – Take action to sustain the work of the Nebraska Center for Nursing

Action 1 – Seek continued funding to carry out the strategic plan.

Tactic A – Automatic continuation unless specifically targeted for taking out of State funding.

Tactic B – We need to target other partners (Immanuel, etc.). Each prospective partner should be identified and discussed at the next meeting. This should be an agenda item as well as how the current funding is to be used.

Action 2 – Put in place processes to sustain the work begun by the Center for Nursing

Tactic A – Ongoing. What will be the cost once the model is completed?

Tactic B – Ongoing

Identification of the next steps in relation to the strategic plan

Will be done in conjunction with #L.

2:55 p.m. the meeting adjourned

Respectfully submitted,

Linda Lazure, Secretary

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
December 4, 2002

Call to Order

The meeting of the Nebraska Center for Nursing Board was called to order by Shirley Travis, Chairperson, at 9:00 a.m. CST, December 4, 2002 at the Staybridge Suites, 2791 Fletcher Ave., Lincoln, NE. Copies of the agenda were sent to board members and posted.

Roll Call

The following members were present:

Shirley Travis, Chairperson
Gloria Gross, Vice-Chairperson
Linda Lazure, Secretary
Lois Sietsema
Barbara Wenz
Chuck Stepanek
Pat Lenaghan (arrived at 10:35)
Diana Stevens
Linda Walline
Rosalee Yeaworth
Jane Elliott
Maxine Guy
Carole Douglas

The following members and staff were absent:

Charlene Kelly (on medical leave)
Dennis Joslin

A quorum was present and the meeting convened. Also present from the Credentialing Division were Sheila Exstrom, Nursing Education Consultant, and Anne Owens, Administrative Assistant.

Report/Discussion of Status of Board Membership

Board Member Re-Appointments

Board members who have been re-appointed still have not received their official notification from the governor's office.

New Member Appointments

Judy McGee has not been notified that she has been appointed to the Board. Exstrom will follow-up on all of the appointments and report at the next meeting.

A letter has been sent to Joslin regarding his interest in continuing to serve on the Board. Nancy Shirley (Mockelstrom) has expressed an interest in serving. Stepanek stated that Kay Keichel-White and Mary Schierling have both expressed an interest in the board. Gross suggested Deb Suttle and Douglas suggested Frederico Torres from SECC. Florence Triplett is still a possibility.

Approval of Minutes

Minutes of the October 7, 2002 Meeting

1. Yeaworth made the motion seconded by Guy **that the board approve the minutes of the October 7th meeting with the following changes: Page 5, paragraph two, Grosses' was changed to Gross'.**

Voting aye: Wenz, Lazure, Walline, Elliott, Stepanek, Gross, Stevens, Guy, Yeaworth, Sietsema and Travis. Voting nay: none. Abstain: Douglas. Absent: Lenaghan and Joslin. Motion carried.

Reports of Presentations, Exhibits and Meetings attended since the last meeting and those scheduled for future dates

Presentation to Immanuel Health Systems Board of Directors

Kelly made a presentation to Immanuel Health Systems on November 5, 2002. Exstrom presented the handout on behalf of Kelly. The handout was reviewed and discussed. The Mission Committee of the Board of Directors will take the presentation to the larger Foundation Board, which will decide whether or not to donate monies to the Board. Yeaworth expressed a concern that funding of faculty lines/FTE was not part of the presentation. She reiterated that there is a need for funded faculty positions due to restrictions on money and the ability to hire (in light of budget cuts).

Discussion

It was noted that interest and applications were up in several representative schools (university and community colleges). Each school is feeling the effects of budget cuts and the wage discrepancy between hospital and teaching positions. Walline stated that the schools need to start "growing our own" by encouraging freshman AD students to begin thinking about career progression.

Speaking engagements

Wenz was ill and unable to present to District I NNA on November 5th. She will reschedule. On November 14th, Kelly presented to the Theta Omega chapter of Sigma Theta Tau. Yeaworth shared the web address for the Aiken article in JAMA on the statistical risk of nursing shortage. Guy spoke about the Center for Nursing at the Nebraska Leadership Meeting and at the LPN convention. Travis gave updates to NONE and Heartland Health. Lazure presented to Girls, Inc., a group of 120 junior high boys and girls, mostly from minority backgrounds, on November 20th and to an Explorer group (15 high school boys and girls) at Creighton University Medical Center on November 21st.

Update on status of distribution of loan funds under the Nursing Student Loan Act

Exstrom reported on the meeting the staff had with representatives of several of the institutions. The meeting was held to determine reasons why all of the funds are not being used. Clarkson used very little of the MSN money allocated to their school because most of their Masters students are out of state. College of St. Mary students are not willing to commit to full-time work after graduation. Western Nebraska Community College has not participated at all, without explanation to the staff. The school representatives agree that the loan money goes to the students, as is the intent of the Nursing Student Loan Act, but does have to go through the financial aid departments so that the student's total aid package is not negatively impacted. The schools were able to present some additional loan requests at the meeting. The language of the Act states that the forgivable loans are to be allocated based upon each school's enrollment.

There are still 16 student loans that have not been awarded. Kelly and Exstrom will seek permission from Dick Nelson to ask all participating schools to submit additional applicants or go back to the alternates that have already been submitted. Exstrom told the meeting participants that the Governor's office is looking at using the student loan money to entice graduates to work in State facilities. The committee members did not support this idea because students are offered higher salaries and bonuses in the private sector and government facilities are subject to union laws. Some of the students complain about the difficulty of completing the agreement form for "only \$1,000".

Discussion

The LPN Association is having difficulty giving away \$500 grants because the students have to complete an application and write an essay. The State of Pennsylvania gave \$5,000 to each of their nursing students, with no strings attached. There is not any outcome data available from that program. Exstrom is collecting data about Nebraska nursing school costs. Gross stated that she believes that the problem is with the schools – all of her allotted loans were disbursed and the school could easily give out more. If the Governor's office is considering guiding students to state facilities, perhaps the state agency commitment could be 6 months for the same scholarship. Lazure asked if a lottery could be built in for leftover funds. Douglas suggested that HIPSA shortage areas could be designated rather than an actual facility since the majority of state facilities are in the most populated areas.

Conclusion

The goal is to get all of the allocated money awarded as fairly as possible.

Financial Report as of October 31, 2002

Exstrom presented and the board reviewed two documents: the financial report and a note to the board from Kelly. Per Kelly, Dick Nelson has approved restoration of the funding to the CFN budget for fiscal year 2002. The total amount budgeted for the year should be \$55,200 (the \$60,000 appropriation minus the 8% across-the-board budget reduction = \$55,200).

Nelson also approved paying the invoice from the UNMC Center for Societal and Preventive Medicine out of the regular budget funds instead of the \$20,000 cash fund as he had originally approved. This has been done.

Kelly's note also stated that there were not any "leftover" funds from the last fiscal year for the board's use. This leaves the amount of funds available for the fiscal year at \$55,200, minus expenditures already made during this fiscal year. Because of that balance and the \$20,000 cash donation already received, the board should decide on a use for those funds. If the board plans to seek additional donations from other sources, it needs to show that it has used the donation that has already been received for a worthwhile cause.

Update on H-1B Skills Training Grant Application

Exstrom stated that we still have not received any information relating to the grant application. Walline indicated that to her knowledge the Hastings Workforce Investment Board application was denied funding. Although the grant application has been considered in the Grand Island area, no proposal has been submitted. The Hastings grant application is going to be refined and resubmitted. Douglas stated that no one in Region 7 (Nebraska and other central states) has ever received an H-1B Skills Training grant.

Review of survey conducted by Nursing Leadership Group at last spring's Nursing Summit

The Nursing Leadership Group reviewed surveys and summarized data from last spring's Nursing Summit. The biggest nursing issue question related to the raw data provided in response to the open-ended question. It was questioned whether or not we were setting up a "self-fulfilling prophecy" by repeating that we "eat our young". The comment was made that we have to deal with the multiple entries. That is the "elephant in the room", and we need to deal with it. It is hopeful that the Nursing Leadership Group is doing something about the nursing profession. We are trying to lead to the development of better managers. This is hopeful and concrete, and we need to keep up the effort. Nursing needs to address the entry-into-practice issue. There was a lengthy discussion on educational levels and educational issues.

It was questioned whether or not the Center for Nursing should target any of these issues. Douglas asked several questions: 1) when was the sorting done? 2) how were they clustered? 3) which were transposed to come up with the summary? The sample was driven by the "draw" of the topic. Many attending this conference were new to the summit conference.

Stevens stated that money and salary issues are very impacted by budgets throughout the country. The Center for Nursing needs to be a positive voice – we can impact workplace environments. How can the Center provide a positive image in a negative culture? Travis

asked if we are only doing “window dressing” or are we addressing the “elephant in the room”? The same disease process will continue until we hit it in the core. This needs to be discussed with the strategic plan.

10:35 a.m. the board took a short break.

10:40 a.m. Lenaghan joined the group.

10:45 a.m. the board reconvened.

AACN White Paper: “Hallmarks of the Professional Nursing Practice Environment”

Yeaworth presented the AACN white paper, which included demographics and characteristics of a supportive environment for new grads. The name of the magnet hospital program has been changed to the Magnet Nursing Program, to focus more on nursing work environments. One of the hallmarks of the program is the philosophy of interdisciplinary cooperation, recognition and support of clinical expertise and nursing autonomy. Yeaworth will provide copies of the white paper upon request.

Publications include: McClure and Hinshaw (2002). Magnet Hospitals Revisited: Attraction and Retention of Professional Nurses, which is available through ANA.

Per Lenaghan, the Minnesota Center for Nursing is advocating magnet hospital concepts for the entire state, and is researching how to get these concepts to smaller hospitals. She will provide copies of their Vision Statement upon request.

The cost for Nebraska Methodist’s initial application as a magnet hospital was \$30,000, and subsequent certifications will be \$15,000. Lazure expressed concern that many hospitals will “jump on the bandwagon” and try to meet the standards in name only. Lenaghan stated that it takes time for the “light bulbs to go on” and allow the culture to change. Methodist is going through the magnet hospital application now, and she is spearheading the effort with an interdisciplinary work group.

Walline stated that AHEC (Area Health Education Consortium) is investing \$75,000 for small hospitals to connect with them for continuing education. They would provide streaming video training that would reach five hospitals. They are asking for partners, such as Central Community College, to partner with them at a cost of \$150,000. Central Community College is not participating at this time.

AHEC is also organizing students in the area for interdisciplinary collaboration, allowing them to problem-solve together and to appreciate each other’s roles. Walline attended the initial meeting, and will e-mail board members regarding additional details. The funds came from UNMC, with Kathryn Fiandt, APRN, DNS, FNP coordinating. Could the Center partner with AHEC and obtain the education to improve management skills? This can be discussed in the strategic plan segment.

AHEC is also going out to high school students in Grand Island and Kearney to introduce them to health professions. The curriculums came from Texas.

Reports of follow-up activities related to the strategic plan since the last meeting and Identification of next steps in relation to the strategic plan

Kelly has an appointment with Ruth Pakieser for follow-up on the projects assigned to her. Ruth has sent projects to Kelly via e-mail. Kelly will report on Pakieser's progress at the next meeting.

View video from the North Carolina Center for Nursing

The board viewed the twelve-minute video, titled "Be the Difference", which the Center purchased from the North Carolina Center for Nursing. The response to the video was very positive. The purchase price of the video is \$50.00, and board members can either order their own copies or borrow the Center's copy. The North Carolina Center for Nursing's website is www.nursenc.org. We can inform other parties of the availability of this video through our website.

North Carolina Center for Nursing has a five-person staff. Gross would be interested in seeing the outcomes from the North Carolina video.

11:30 a.m. the board broke for lunch.

12:08 p.m. the board reconvened.

Identification of next steps in relation to the strategic plan

Goal 2 – Put in place a dynamic system to project the statewide demand for nurses.

Action 1 – Analyze Nebraska population demographic and health indicator data for influence on demand for nursing services.

The board received the report from the UNMC Center for Societal and Preventive Medicine at the October 7th meeting. At that time we asked for additional data. Gross stated that we paid for data and a report and have not received it.

What do we want from DPSM? 1) a complete copy of Phase I; 2) the CD that Mike Shambaugh-Miller stated that they could "burn" for us; 3) their prediction over the next X years of the numbers of nurses available; 4) we want them to produce a model to predict fluctuations; 5) we want to meet with them to obtain a tighter contract for Phase II.

Phase II – What will Nebraska look like 5, 10, 15 years from now? What should be included and how should it be funded?

Phase III – If factors exist, what do we have to do to prevent future shortages? Need to put data into a predictive model – what can we control, what can we not control?

Stepanek located the original proposal from May 2002. We had asked for a report by June 21, 2002 but did not receive it until August 1, 2002, and a lot of pressure was applied in order to have the report received by that date. The entire project was to take 16 months with an estimated cost for Phases I & II of \$75,634. The Center has paid \$13,946 for Phase I and has yet to receive the revised version of the report.

Gross asked how much we could reasonably fund for Phase II. Walline suggested that we allocate \$30,000 and see if DPSM would match that amount. The consensus of the group was that this seems like a reasonable request because they would be able to use the data for other things. The contract for \$30,000 must be very tight. The group agreed that the model would be worth the expenditure. Exstrom indicated that the model could be very useful for other disciplines and that UNMC could sell it as a national model. The goal of the Center is to stop cyclic shortages so that we and every employer in the state can use the model for the next 50 years.

Discussion:

Both sides have some “bargaining chips”. Is DPSM the only entity that can do this for the Center? Gross indicated that she originally received a call from Mary Cramer stating that they were looking for a project on the nursing shortage. They have basically done what we wanted, but have not done an impressive job. We’re concerned about their level of follow-up. Time frame – do we hold them to the original proposal? We can’t plan beyond our own funded existence (through June, 2003).

A smaller group should meet with Keith Mueller and Mary Cramer – Gloria Gross, Chuck Stepanek, Shirley Travis and Charlene Kelly.

Goal 3 – Maximize effective use of the available nursing workforce

Action 1 – Share information on development of a differentiated practice environment.

Tactic A – The Immanuel presentation has been done by Kelly. The foundation will allocate any funds, but we have not heard back from them yet. They would be more likely to fund specific items rather than just donating money. Lenaghan suggested that the board use the leverage of Immanuel’s funding to obtain additional funding from other hospitals. We need a general gift to assist the board to forward our strategic plan. The Center for Nursing will be submitting re-application to the Health Care Cash fund. Gross is attending a NHSS meeting tomorrow regarding cash fund grants.

Tactic B – Tactic A needs to be done before this tactic can be addressed.

Tactic C – The topic of the next Nursing Leadership Conference will be Intergenerational Nursing. A question regarding retirement was added to the 2002 RN survey.

Goal 4 – Take action to sustain the work of the Nebraska Center for Nursing

Action 1 – Seek continued funding to carry out the strategic plan.

Tactic A – We need to resubmit our executive summary to the new HHS legislative committee. Lenaghan stated that other partners (e.g. Hospital Association) will need the

executive summary to set the stage for future needs. Per Lazure, the Board of Health will need the same information. Elliott testified when the legislature was considering cutting nursing funds. Can Kelly update the 12/2001 executive summary? Each board member should have two copies of the executive summary – one for themselves and one for the groups that they represent. Lenaghan questioned whether or not the summary should go to LGNNO members.

Tactic B – Exstrom stated that we need to identify whom we should partner with for funding. Stevens said that we need to be very specific about dollar allocations when we ask for funds. There was discussion about whether it would be wiser to be very specific in our requests or loose. We could utilize a two-pronged approach to meet both types of decision-makers. It was suggested to contact Insurance Companies, Hospital Associations, Drug Companies, Nursing Homes, etc.

Question: Can we ask for funds for a full-time staff person for the Center for Nursing? Travis – we need three volunteers to dialogue about potential strategies for this tactic. They should write a draft plan, including targets, timelines, etc. in time for the next meeting. Stevens would be willing to talk with Rural Cooperative Health Care, using Kelly’s presentation. Lenaghan would be willing to pose the question of funding to Methodist, and Travis will ask her hospital. Stepanek would be willing to help draft a plan with the knowledge that there might be possible NNA competition for funds. He will also be effective speaking with senators. Douglas, Stepanek and Yeaworth will develop a draft plan.

Action 2 – Put in place processes to sustain the work begun by the Center for Nursing.

Tactic A – Ongoing

Tactic B – Ongoing

Goal 1 – Insure an adequate nursing workforce in Nebraska, in terms of numbers, diversity, educational mix and geographic distribution

Action 1 – Develop creative mechanisms to attract a diverse group of students to nursing as a strong career.

Tactic A – Lenaghan – do we need to separate action from monitoring activities?

Tactic B – Include the NC Center for Nursing videotape as a resource – spread the word that it’s available. Gross and Pakieser will have the minority information packet and a letter to be sent to each nursing program challenging them to enroll X number of ethnic minorities ready for distribution in the spring and summer. Travis suggested the formation of a work plan to distribute materials. Sietsema, Stepanek and Walline volunteered. Stepanek has been approached by Channels 10/11 suggesting that we pay \$10,000 for advertising during the boys basketball tournaments on March 8th and 15th (during the legislative session). Can we get our logo on either the Johnson & Johnson materials, or the “Are you man enough to be a nurse?” materials from the Oregon board? Stepanek will call Johnson & Johnson to see if they would fund the entire \$10,000 or match \$5,000.

Tactic C – the group needs to complete.

Tactic D – not done.

Tactic E –Tactic B will include this also.

Tactic F – Gross – isn't this the school's job? This isn't appropriate for this board. We should be the conduit. Should this be included in Tactic B? We will see what Pakieser has developed.

Tactic G – Gross has distributed more than 400 coloring books.

Tactic H – done

Tactic I – include in the Tactic B marketing plan.

Tactic J – the NC video targets junior high students. We have a template for the book covers but need a graphic artist to complete them. Include in the Tactic B marketing plan.

2:07 p.m. Stevens left the meeting.

Action 2 – Develop strategies for assuring adequate numbers of faculty who are prepared to educate students in a changing health care system.

Tactic A – no update

Tactic B – Exstrom - #1 has been completed and numbers 2-4 are “wandering in”.

Tactic C – change target date to 2003. NLN is sponsoring a faculty conference on test-writing skills on April 11th. Gross – we need to write a letter from the board to senators and congressmen to fund the Nurse Reinvestment Act to help educate faculty. Travis – this needs to go on the agenda for general discussion. Children's and Alegent are helping to pay faculty salaries.

Tactic D – The Center for Nursing should write letters to Nebraska's five congressmen/senators encouraging funding of the Nurse Recruitment Act. Jane Elliott drafted legislation. Should “financially needy” be taken out of the legislation? The consensus was yes. Should we proceed to link with a senator? We could ask for a HHS committee member, Senator Price or a new senator. Elliott will seek out a senator to introduce the bill.

Tactic E – Change to summer, 2003. Discuss at the next board meeting. The planning group needs to continue and start work ASAP.

Tactic F – Yeaworth would like Kelly's presentation to include budget lines for faculty. Will include in the next board meeting's discussion.

Action 3 – Identify and promote known successful strategies for retention and recruitment.

Tactic A – Lenaghan distributed the October 31st sub-committee minutes outlining plans for a stakeholders' conference regarding satisfiers/dissatisfiers. We need money to support the plan. She will put together a budget for up to 100 people - the dollar amount depends on how much the speakers will cost. Lenaghan will provide this report at the next meeting.

Tactic B – have not been successful in getting on NHA agenda. Lenaghan will distribute article about Minnesota adopting the magnet hospital plan. This tactic will be folded into Tactic A. The target audience is hospital CEO's, personnel managers, etc.

Tactic C – no update

Tactic D – completed

Action 4 – Monitor nurse workforce supply trends through ongoing data collection and analysis.

Tactic A – ongoing

Tactic B – ongoing

Tactic C – Walline – Deans & Directors will be developing a strategic plan and will meet more often. Exstrom – information will appear on the annual reports of the nursing programs.

Set future dates/agendas

Board meetings will be on Thursdays of even-numbered months: February 20th, April 17th, June 19th, August 21st, October 16th and December 18th.

Announcements

The First Annual Nursing Workforce Center National Meeting will be held on April 24 – 26, 2003 in North Carolina.

3:15 p.m. the meeting adjourned

Respectfully submitted,

Linda Lazure, Secretary