

DRAFT

MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
February 17, 2005

DRAFT

A. Call to Order and Roll Call

The meeting of the Nebraska Center for Nursing Board was called to order by Judy McGee, Vice-Chairperson at 9:07 a.m., Thursday, February 17, 2005, at the Staybridge Inn and Suites Conference Center, 2701 Fletcher Avenue, Lincoln, Nebraska. Copies of the agenda were previously sent to Board members and posted.

The following Board members were present:

Maxine Guy
Linda Lazure (arrived at 9:55 a.m.)
Pat Lopez
Judy McGee
Lois Sietsema
September Stone
Shirley Travis
Marilyn Valerio
Barbara Wenz
Rosalee Yeaworth

The following members were absent: Florence Brown, Gloria Gross, Pat Karsk, Diana Stevens, Chuck Stepanek and Carol Wahl.

A quorum was declared, and the Nebraska Center for Nursing Board Meeting was officially convened. Also present from the Credentialing Division, HHSS, were Charlene Kelly, Section Administrator for Nursing and Nursing Support; Sheila Exstrom, Nursing Education Consultant; and Karen Bowen, Nursing Practice Consultant.

The Board welcomed guest Jon Borton, Director of Education, from the Nebraska Hospital Association. Joining the meeting at 9:55 a.m. was Nancy Shirley, President of the Nebraska Nurses Association.

B. Approval of Minutes of December 16, 2004 Meeting

1. Motion by Travis, seconded by Wenz, **that the board approve the minutes of the December 16, 2004, meeting.**

Voting aye: Guy, Lopez, McGee, Sietsema, Stone, Travis, Wenz, and Yeaworth. Voting nay: None. Abstaining: None. Absent: Gross, Brown, Karsk, Lazure, Stepanek, Stevens and Wahl. Motion carried.

C. *Review of meeting agenda and report of presentations, exhibits, and meetings attended since last board meeting and those scheduled for future dates*

Kelly reviewed the meeting agenda. University of Nebraska-Lincoln Economics Professor David Rosenbaum will join the meeting later so the Board may discuss development of a predictive workforce model. She also informed the Board that Chuck Stepanek resigned from the Nebraska Nurses Association. The Governor's Office will be notified so a replacement for Stepanek may be appointed. Nancy Shirley, president of NNA, will attend the meetings until a replacement is appointed

The next Nursing Summit will be March 8 in Kearney with plans to exhibit CFN materials. Placing an ad in the mid-year NHCA (April 19-21) convention booklet was suggested as well as to consider speaking at the annual convention in September at the Cornhusker Hotel. Gross and Travis testified on LB 243 before the Health and Human Services Committee. Yeaworth, Travis and Lopez (with Lopez facilitating) met with Senator Byars. Lopez also reported on her attendance as a public health representative at a meeting on the nursing shortage in Washington, D.C.

D. *Review of 2003 LPN Workforce Report*

HHSS Survey Services Consultant Cheryl Walburn was in attendance to present the 2004 LPN Workforce Report. It was suggested footnoting the total number "other" reasons for leaving employment setting and major activity; also, it was suggested to add an explanation as to why there is an education breakout in types of program. Other comments included percentage of return of surveys, effect of alignment with nursing compact on decrease in number of LPNs, timing issues, online renewal, etc.

E. *Legislative Update*

LB 243 (\$80,000 funding with FTE for Center for Nursing) is on General File. Information on the Center for Nursing, along with a letter of thanks, will soon be delivered to members of the HHSS Committee.

LB 146 (Nursing Faculty Student Loan Act, Price priority bill) will be heard March 15, 2005. Agreeing to testify : Valerio, Yeaworth, and Lazure. A conference call at 1 p.m., March 2, will be set up to prepare testimony.

F. *Update on Documentary*

The documentary will be ready the end of February. Kelly will verify broadcast dates.

G. *Update on analysis of 2004 RN workforce data*

Kelly reported working with the UNL NEAR Center on entry and analysis of RN workforce data. Cost will remain unchanged from last year's contract. The NEAR Center is able to automate more of the analysis each year provided the survey format is not altered. This should result in decreased costs for their services and a decrease in time to complete the analysis.

Mark Ford, of the Health Professions Tracking Center (HPTC) based out of UNMC, recently contacted Kelly to discuss potential collaborative projects. The HPTC assists healthcare professionals, health professions schools, care delivery organizations, state departments, and public policy makers respond to the challenges of educating and managing a healthcare workforce capable of improving the health and well being of people and their communities. Their work brings attention to workforce shortages, geographic distribution and other pressing concerns, while raising awareness of issues such as diversity, and cultural competence that have impact across the health professions. Another meeting is planned to further discuss how we can work together. One area of interest is the employer vacancy survey.

H. *Report on faculty recruitment brochure*

Exstrom reported the faculty recruitment brochure would be reviewed by the Deans and Directors at their next meeting on March 7. Exstrom also shared data recently analyzed related to nurses' age at graduation from each type of program.

I. *Groundhog Day-Job shadowing campaign report*

Kelly developed a handout on job shadowing that was distributed through Nebraska Health Care Association at their district meetings. The handout was also distributed through the Nebraska Hospital Association electronic newsletter. A couple of responses were received with guidelines on job shadowing. These guidelines were posted on the CFN Web site.

10:15 a.m. The Board recessed for a ten-minute break reconvening at 10:25 a.m.

J. *Review and analysis of retirement data*

Retirement data reviewed. Questions were raised regarding workplace satisfaction, expectations of older nurses vs. younger, male vs. female, environment for training new nurses, overtime, double shifts, fatigue, lifting/no-lift policies, JCAHO safety standards, wages, societal issue-women's issue "put out to pasture", and valuing wisdom in the profession. It was suggested that a position paper that puts a positive spin on keeping older nurses in the workforce be developed. The paper should focus on staff and administration, and

not offer mandates. It should be evidence-based with a narrow scope, keeping a positive spin on the topic. It should advocate for nurses and the retention of nurses. Travis will gather information before next meeting.

K. *Review of GIS Reports*

The GIS reports on distribution of RNs were reviewed. Only actual physical addresses were used for these reports, with rural routes and post office box addresses eliminated. Running data by zip code was suggested. LPN distribution should also be obtained.

L. *Report on Predictive Workforce Model Development* was deferred until David Rosenbaum's arrival.

M. *Budget Status Report*

The status report does not include the NEAR center contract, upcoming travel and exhibit expenses or the final payment for the Digital Influence Series. Conference travel was further discussed with Kelly presenting information on the Third Annual Conference "Taking the Long View, Turning Vision Into Action, scheduled for Portland, Oregon April 28-30. Planning to attend the conference are Kelly, Gross and McGee. Preceding this conference is another conference Kelly recently became aware of, Recruitment and Retention April 24-26 in Las Vegas, Nevada. Planning to attend are Kelly, McGee, and possibly Diana Stevens, Gloria Gross and September Stone.

N. *Next Steps*

Suggestions for observing Nurse's Week (May 6-12, 2005) included:

- "For nurses gray matters"
- "When you need care, will a nurse be there?"
- "There's nothing like a good nurse when you need one"
- CD's of documentary for distribution
- Billboards
- Bumper stickers
- Listing ideas on how to recognize nurses
- Window clings—not just for vehicles but office windows/doors
- Notepads, Post-it notes, "stickies"
- Computer calendar
- Keyboard strips
- Print, radio, TV advertising

Kelly will contact the ad person from Children's Hospital regarding a potential ad campaign.

12:05 p.m. The CFN Board recessed briefly and then reconvened over lunch

Review of priority goals from previous meetings:

How to reach minorities? Work with AHEC, rural schools, churches, associations by building educators from minority groups in order to draw minority students.

Need to do another employer survey. Last two surveys were 2000 and 2002. Will discuss at next meeting the data we want from the employers.

Consider bringing back to the table the proposal for leadership institute in Nebraska. Travis has notes on North Carolina's Institute.

L. Discussion of predictive workforce model development

Dr. David Rosenbaum, Professor of Economics at UNL, joined the meeting at 1:10 p.m. Discussion ensued on a workforce predictive model. How can we predict the number of nurses needed and when using our data and research? The intent of the model is to head off the cycles of shortage and excess of nurses. An additional piece would be to ensure the right nursing education to meet the needs. It is important to link healthcare needs with demographics. Can this model then be adaptable to other healthcare professions? What are the nursing needs over the next ten years? We want a model to be on going so we may apply data to the model to obtain projections.

Rosenbaum needs data or research we already have before he can develop a proposal. Rosenbaum will review the data we have now. A focus group is needed to determine what we want in this model. Rosenbaum estimated he could have report by September 2005. He will read the material we provide for him in next two weeks and would like to meet in March to formulate the proposal.

O. Identification of focus area for next press release

The next press release will be focused on Nurse's Week.

P. Set future meeting agenda

Invite AHEC to the next meeting
Enrollment data (compare with goals for 2005)
Employer survey tool (HPTC)
Nursing Leadership Institute
Model update
GIS by zip code
Issues paper
Ad campaign for Nurse's Week
Outstanding expenses
Update of materials/Items to purchase
Documentary

Q. Conclusion and Adjournment

The next meeting of the Center for Nursing Board is scheduled for Thursday, April 21, 2005, 9:00 a.m., at the Staybridge Suites in Lincoln

The Center for Nursing Board meeting adjourned at 2:30 p.m.

Respectfully Submitted,

Lois Sietsema, Secretary

**MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
May 26, 2005**

A. *Call to Order and Roll Call*

The meeting of the Nebraska Center for Nursing Board was called to order by Gloria Gross, Chairperson at 9:04 a.m., Thursday, May 26, 2005, at the Staybridge Inn and Suites Conference Center, 2701 Fletcher Avenue, Lincoln, Nebraska. Copies of the agenda were previously sent to Board members and posted.

The following Board members were present:

Gloria Gross, Chairperson
Judy McGee, Vice-Chairperson
Lois Sietsema, Secretary
Maxine Guy
Linda Lazure
Pat Lopez
September Stone
Shirley Travis
Marilyn Valerio
Florence Brown
Rosalee Yeaworth
Pat Karsk
Diana Stevens
Carol Wahl

The following members were absent: Chuck Stepanek and Barb Wenz

A quorum was declared, and the Nebraska Center for Nursing Board Meeting was officially convened. Also present from the Credentialing Division, HHSS, were Charlene Kelly, Section Administrator for Nursing and Nursing Support and Sheila Exstrom, Nursing Education Consultant.

The Board welcomed guests Nancy Shirley, President of the Nebraska Nurses Association, Jeanette Bendtsen from Bendtsen and Associates and Rosalee Roberts from Rosalee Roberts Public Relations.

B. *Approval of Minutes of February 17, 2005 Meeting*

1. Motion by Travis, seconded by Guy, **that the board approve the minutes of the February 17, 2005, meeting as corrected.**

Voting aye: Guy, Karsk, Lazure, Valerio, Gross, Wahl, Stevens, Brown, Lopez, McGee, Sietsema, Stone, Travis, and Yeaworth. Voting nay: None. Abstaining: None. Absent: Stepanek and Wenz. Motion carried.

C. *Status of Board Appointments*

The appointments of Karsk, Wahl, Stevens, Guy, Sietsema and Stepanek end June 21, 2005. Wahl and Karsk are eligible for reappointment. Members were asked to notify qualified persons of the upcoming vacancies on the board and encourage them to apply. Positions of the persons whose terms are ending are as follows:

Wahl	Hospital Industry Representative Selected by the Governor
Guy	Licensed Practical Nurse Selected by the Governor
Stepanek	Member Selected by the Governor
Stevens	Member Selected by the Governor
Karsk	Nurse Educator Recommended by the Nebraska Community College Association and Selected by the Governor
Sietsema	Registered Nurse Selected by the Governor

D. *Report of presentations, exhibits, and meetings attended since last board meeting and those scheduled for future dates*

Kelly reported on presentations, exhibits, and meetings attended since the last board meeting and those scheduled for future dates that are not on the agenda for specific discussion.

Included in her report was:

- 2005 Nursing Summit held March 8, 2005 in Kearney. An exhibit was done for the Center for Nursing. Attendance was excellent – nearly 400. This continues to be a good way to raise awareness of the work of the Center for Nursing.
- A full page ad was placed in the NHCA/NALA Mid-Year Convention book. A copy of the ad was included with the agenda materials.
- A reservation has been made to exhibit at the Nebraska Nurses Association convention October 6-7, 2005 in Kearney.
- A full page ad and a sponsorship for a dinner has been placed with LPNAN for their annual convention in Grand Island on October 13-14, 2005.
- Stone will send Kelly an application for exhibit space at the fall 2005 NHCA/NALA convention.

Yeaworth reported that she gave a presentation on CFN activities to the executive council of AARP.

Lazure reported that she gave an update to the Board of Health on CFN activities. Dr. Schiefen, chair of the Board of Health expressed his concern to the Board of Health about the seriousness of the nursing shortage and the impact it has on health care.

E. *Legislative Update*

Kelly reported on the process for establishing a position for the FTE appropriated through LB 243A. A discussion was held regarding the competencies and qualities needed for this position. It was suggested that in addition to managing the day to day activities of the Center for Nursing this person should have research skills and grant writing skills. Travis, Brown and

Valerio volunteered to serve on a workgroup to write a position description for this position. Kelly will convene a conference call of this workgroup.

LF 146 is on final reading and should be heard before the end of the session. Kelly will keep board members updated.

F. Report on Recruitment and Retention Conference.

Kelly, Stevens, McGee and Gross reported on their attendance at the Recruitment and Retention Conference held in Las Vegas April 24-26, 2005. Those in attendance stated that there were many excellent speakers at the conference. Even though the primary target audience for the conference was nursing employers, much information was gained regarding recruitment and retention strategies with applicability to the CFN goals for recruitment and retention of nurses.

G. Report of Taking the Long View (annual meeting of Centers for Nursing)

Kelly, McGee and Gross attended the annual meeting of Centers for Nursing held in Portland Oregon April 28-30, 2005. Many excellent reports of activities and strategies employed by other Centers were presented at the conference. Gross gave a presentation at the conference on the activities of the Nebraska Center for Nursing. Some of the highlights of presentations included:

- In order to replace the nurses who will be retiring in the next 10-15 years enrollments in nursing education programs will need to increase by 140%.
- At least one state has established regional simulation centers with computerized simulators staffed and available for students and health professionals 24 hours a day.
- Oregon has established an Internet-based program to coordinate the use and availability of all clinical resources for students.
- Oregon has also established a passport for students which includes such things as vaccination records, criminal background checks, CPR certification and HIPAA training. The student carries his/her passport from facility to facility when they report for clinical experience. This passport is accepted by the facilities and eliminates the need for each facility to collect this information about each student.
- The data presentation day at the conference was very beneficial. It appears that the formula for the HRSA workforce reports is available for use by the states. The Power Point presentation on the HRSA model has been forwarded to David Rosenbaum at the University of Nebraska for his use in preparing a proposal to apply the formula to Nebraska nursing workforce data for the CFN.

Gross reported on her attendance at the national rural health conference. One of the presentations was on the Nurse Friendly Hospitals programs established to encourage small rural hospitals to adopt the Magnet hospital principles. This concept is similar to the concepts presented at our conference in Sidney last fall. It was suggested that the concepts could be applied to other types of settings in addition to hospitals. It was also suggested that this might be a project that we could apply for a HRSA grant to help fund.

10:30 a.m. The meeting recessed.

10:45 a.m. The meeting reconvened

A workgroup was formed to further explore and develop a proposal for a project to implement a program to recognize nurse friendly facilities. Stone will chair the workgroup. Other members are Wahl, Valerio, McGee and Lopez. Kelly will provide staff support for the workgroup.

H. Update on Documentary

Board members viewed the completed documentary from Premier Productions. Copies of the video were distributed to board members. Kelly reported that she has placed a call to Premier Video to find out what the plans are for airing the documentary. She has not received a return call.

12:00 p.m. The board recessed briefly and then continued work over lunch.

I. Update on analysis of the 2004 RN workforce data and plans for collection of the 2005 LPN workforce data

The NEAR Center at the University of Nebraska is currently analyzing the 2004 RN workforce data. This analysis should be completed by July. A report will then be prepared from the analysis. The workforce survey will be included with the LPN renewals. The renewal period is from August 1, 2005 through November 30, 2005.

J. 2004 Enrollment Report

Exstrom presented the 2004 enrollment information as provided by the nursing education programs on their 2004 annual reports to the Board of Nursing. Questions were raised regarding the reporting of minority enrollments. Information was presented that compared current numbers of men and minorities in nursing with the goals established in 2001. It was noted that the goals for number of men and minorities licensed and enrolled were exceeded. Concerns were expressed regarding the apparent lack of increase in graduations in the years following reported increases in enrollment. It was suggested that data needs to be collected to determine the reason why graduation rates have not increased in the years following peaks in enrollment. Discussion followed. It was suggested that our concern be expressed to the Deans and Directors of the nursing education programs and steps be taken to determine the cause for this phenomena.

K. Budget Status Report

The status of expenditures through April 30, 2005 was reviewed by the board. Kelly reported that anticipated expenditures for the remainder of the fiscal years should be within the budget.

L. Potential collaborative projects with NHA

Kelly reported that she met with Carly Runestad from the Nebraska Hospital Association and several potential joint projects were discussed.

Poster Project - The NHA is interested in producing a poster possibly featuring diversity in nursing. Runestad asked if the CFN board would consider helping fund

this project. After discussion Kelly was directed to get more details including plans for distribution of the posters and anticipated costs of this project.

Leadership Retreat – Kelly posed the idea of NHA and CFN jointly sponsoring a leadership institute/retreat for nurses. Other organizations may also be asked to participate in and support this project. A more detailed plan needs to be developed.

Stakeholders Meeting – NHA is planning to convene a stakeholders meeting comprised of representatives from a wide range of nursing stakeholders to discuss the nursing shortage. Kelly indicated the CFN's support of this idea and their willingness to participate in such a meeting.

Conference prior to annual NHA convention – Kelly and Runestad discussed the idea of doing a conference the day before the NHA convention on application of Magnet principles in small hospitals. Kelly will present the The Nurse Friendly Facility project with NHA for their consideration.

12:45 p.m. Tom Vickers arrived at the meeting

12:50 p.m. Brown left the meeting

Discussion of LB 146

Tom Vickers, lobbyist for the Nebraska Nurses Association, was present to discuss issues surrounding LB 146 which, when passed, will establish a forgivable loan program for graduate study for persons who agree to teach in nursing education programs. A one dollar fee attached to nursing renewal fees in 2006 and 2007 will provide seed money for the loan fund. The bill authorizes the department to receive donations and funds from other sources to support the loan program. He believes that funds might be available from hospital foundations. He also suggested that education programs could be approached to discount tuition for these students. He noted that \$15 million has been made available through the Department of Economic Development for workforce training. This program could possibly qualify for those funds. The board members expressed the need to convene a discussion with key stakeholders, to provide data to support the need for faculty education and to develop an action plan to make the loan fund a reality. It was suggested that the first step should be a meeting between representatives of the Center for Nursing and Senator Price who sponsored the bill. Wahl, Lopez and Stone volunteered to meet with Senator Price.

1:45 p.m. Vickers left the meeting

M. Discussion of predictive workforce model development

Kelly has been in contact with Dr. David Rosenbaum. She has forwarded the Power Point presentation by Tim Dall at the centers for nursing meeting to Rosenbaum for his review. He will be developing a proposal to complete this work over the summer. Kelly will develop a contact based on his proposal.

2. Lopez made the motion seconded by Travis **that Kelly continue to work with Dr. David Rosenbaum to refine a proposal for development of a predictive model for nursing workforce in Nebraska using the HRSA formulas. Kelly may proceed to contract with Rosenbaum for completion of this project for a reasonable fee.**

Voting aye: Guy, Karsk, Lazure, Valerio, Gross, Wahl, Stevens, Lopez, McGee, Sietsema, Stone, Travis, and Yeaworth. Voting nay: None. Abstaining: None. Absent: Brown, Stepanek and Wenz. Motion carried.

N. Discussion of HPTC proposal

Kelly has received a proposal for ongoing monitoring of nursing vacancies as reported by employers from the UNMC Health Professions Tracking Center. While the proposal would provide excellent data the cost is prohibitive and the scope of the work proposed exceeds the baseline data that we need. Kelly will continue to negotiate with representatives from HPTC to refine the proposal to the minimum data required at a reasonable price.

2:10 p.m. Lopez left the meeting.
Kim Bartek arrived at the meeting.

O. Review of revisions to the Web site

Kelly and Bartek reviewed with the board and showed them the recent changes made to the CFN Web site. The board members had suggestions for refinement of the changes. Kelly and Bartek will make changes to the Web site based on the board's suggestions.

P. Report of Nurses' Week media project

Jeanette Bendtsen and Rosalee Roberts presented an overview of the activities prior to and during Nurses' Week. A 60-second radio spot was produced and sold, a press release was done and several radio and television interviews and stories aired. Bendtsen and Roberts worked with the board to identify priorities for future activities. Based on the board's feedback they will develop a proposal for the board's consideration.

3:15 p.m. Valerio left the meeting.

Q. Set future meeting agenda

Minutes
Position Description for staff position
Update strategic plan
Nurse Friendly Facilities project report
Poster project update
Vacancy survey project update
Follow-up to passage of LB 146
Elect a secretary
Restructure work groups
Invite AHEC Representatives
Nursing Leadership Institute update
Predictive Model project update

Issues paper on retention strategies – outline and resources
Update of materials/Items to purchase for distribution at exhibits
Documentary update

R. Conclusion and Adjournment

The board will not meet in June as originally scheduled. Workgroups should plan to conduct their business in June. The next meeting of the Center for Nursing Board is scheduled for Thursday, August 18, 2005, 9:00 a.m. Location to be determined.

The Center for Nursing Board meeting adjourned at 3:45 p.m.

Respectfully Submitted,

Lois Sietsema, Secretary

These minutes have not been approved by the board

**MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
August 18, 2005**

A. Call to Order and Roll Call

The meeting of the Nebraska Center for Nursing Board was called to order by Gloria Gross, Chairperson at 9:00 a.m., Thursday, August 18, 2005, at the Settle Inn Conference Room, 2800 Husker Circle, Lincoln, Nebraska. Copies of the agenda were previously sent to Board members and posted.

The following Board members were present at various times throughout the meeting:

Gloria Gross, Chairperson
Judy McGee, Vice-Chairperson
Linda Lazure
Pat Lopez
September Stone
Shirley Travis
Marilyn Valerio
Florence Brown
Rosalee Yeaworth
Pat Karsk
Nancy Shirley (arrived at 1:40 p.m.)
Carol Wahl
Larry Rennecker
Linda Dulitz
Kim Woods
Barb Wenz

No members were absent

A quorum was declared, and the Nebraska Center for Nursing Board Meeting was officially convened. Also present from the Credentialing Division, HHSS, were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Karen Bowen, Nursing Practice Consultant and Sheila Exstrom, Nursing Education Consultant.

Board members introduced themselves to the four new board members. The new board members also introduced themselves.

Yeaworth agreed to serve as secretary.

B. Approval of Minutes of May 26, 2005 Meeting

1. Motion by Travis, seconded by Yeaworth, **that the board approve the minutes of the May 26, 2005, meeting as corrected.**

Voting aye: Karsk, Lazure, Valerio, Gross, Wahl, Brown, Lopez, McGee, Stone, Travis, Wenz, Rennecker, Woods, Dulitz and Yeaworth. Voting nay: None. Abstaining: None. Absent: Shirley. Motion carried.

C. Environmental Scan

The board discussed publications, studies and new releases received since the last meeting. The following is a list of issues/comments generated from the environmental scan.

- Other states are providing significant funding for their Centers for Nursing.
- The loss of insurance benefits keeps prospective students and nurses from returning to school. If they don't work full time, they don't get benefits.
- Insurance coverage is a recruitment issue.
- Nursing imposters is a growing problem caused by the strong starting salaries for nurses.
- As a result of the shortage, there are a number of education programs and approaches to licensure cropping up in various states that are contrary to tradition. Some of these are cause for concern.
- How do we influence standards for nursing?
- Capacity can't support additional non-traditional approaches to nursing education due to faculty and clinical shortages.
- We need educational support for ethnic minorities.

Development of Job Description

Travis, Valerio, Brown and Kelly met to develop a job description for the staff position authorized by LB 243. The state classification for a program specialist seemed to most closely fit the need. The request to classify the position was submitted to the department. The department director did not approve classifying the position. Kelly will work with Helen Meeks to draft a proposal for presentation to the director. The board reviewed and approved the job description as developed.

9:55 a.m. The meeting recessed.

10:15 a.m. The meeting reconvened.

Report on the Supply and Demand for Registered Nurses in Nebraska

Dr. David Rosenbaum was in attendance to present his Report on the Supply and Demand for Registered Nurses in Nebraska. Dr. Rosenbaum used the national models to apply Nebraska data.

Demand

Demand for nurses is tied to demographics. The aging population is driving the increase. When demand exceeds supply we are likely to see substitutions for RNs such as technology or less skilled workers.

Supply

Solutions to a short supply are to (1) get the existing pool to work more, or (2) grow the pool. Getting the existing pool to work more will result in a short-run increase in the number of nurses. Strategies might include bonuses to delay retirement beyond age 62 and encouraging part-time workers to work full time. Growing the pool will result in a long-term increase in the number of nurses. Mobility among young nurses is resulting in more leaving the state than come in. Strategies might include stemming out-migration of nurses by finding incentives to keep nurses in the state, e.g., bonuses spread out over 5 years and increasing the graduation rates by developing incentives to keep students in school.

LPN Data

The demand model can be applied to LPNs the same as RNs. The supply model does not apply. It would be very expensive to develop a supply model for LPNs – estimate \$40,000-\$50,000. The study may not give us new information. We will probably learn we need to retain more nurses and increase the pool of workers. Money might be better spent on other things. Board members expressed concern over not having projection data for LPNs. Rosenbaum stated he run the demand model for LPNs and we can look at the supply model assumptions and make some estimates. He could do this for \$6,000 - \$12,000. He could probably have it done by December.

2. Lopez made the motion seconded by Dulitz **that the board proceed with contracting with Dr. Rosenbaum to conduct the LPN study.**

Voting aye: Karsk, Lazure, Valerio, Gross, Wahl, Brown, Lopez, McGee, Stone, Travis, Wenz, Rennecker, Woods, Dulitz and Yeaworth. Voting nay: None. Abstaining: None. Absent: Shirley. Motion carried

Health Professions Tracking Center

Mark Ford from the Health Professions Tracking Center at the University of Nebraska Medical Center presented a proposal to the board for their consideration. He had been asked to put together a proposal to conduct a survey of licensed facilities to determine RN, LPN and unlicensed assistive personnel vacancies across the state. He explained that the survey would be a printed survey with electronic components. The proposal does not include follow up to ensure a high level of participation. The study would cost \$5,000. A decision on this proposal was deferred to later in the meeting when the strategic plan for the next five years will be discussed.

Ford left the meeting.

11:00 a.m. Travis left the meeting.

Nurse-Friendly Facilities Project

Stone reported on the meeting of the work group to explore the Nurse-Friendly Facilities Project. The materials from Texas where the project was conceived have been reviewed. It is

not yet known if Texas will allow use of the materials for application in other states. After discussion it was determined that in order for this type of project to be feasible for this board to sponsor the materials from Texas would need to be made available, it would need to be limited to acute care facilities (at least at the beginning) and grant funds would need to be secured to fund the project.

KM-3 TV

Kelly reported on a meeting she attended with the KM-3 marketing staff. They co-sponsored the Nursing Expo with the Center for Nursing last fall. They are interested in doing another awareness-raising activity with the Center. Kelly suggested that an activity focusing on reward for practicing nurses might be more appropriate at this time. Nursing programs are at capacity so additional recruitment campaigns may need to wait until capacity can be increased. Some type of a program for the public to nominate *nurses who make a difference* was suggested to the KM-3 representatives. They will develop a proposal and bring it back to the board for consideration.

Nebraska Hospital Association Minority Recruitment Project

NHA has contacted the Center to ask for participation in a minority recruitment project. It is proposed that a poster will be developed depicting the *changing face of nursing*. Several groups and organizations have been invited to participate in the project. Each group is asked to contribute \$500 toward the project. By consensus the board approved the \$500 expenditure and participation in the project.

12:00 noon Stone left the meeting.

The board recessed briefly and then reconvened over lunch.

Report of the meeting with Senator Price on LB 146.

Lopez reported that she and Stone met with Senator Price. The Senator is seeking donations to fund the faculty student loan program authorized by LB 146. Funding possibilities were discussed. Kelly informed the group that she had attended a three day grant writing workshop. During the workshop a draft grant proposal was written. The focus of the proposal is funding for the loan program.

Report of major findings from the 2004 RN Workforce Survey

The analysis of the 2004 RN workforce survey is completed. The board reviewed the major findings and discussion followed. Cheryl Walburn, staff with the Credentialing Division, is writing the report again this year.

Graduate student to serve as preceptor this semester

Alison Clevette, a graduate student at Clarkson College of Nursing is precepting with Kelly this semester. She is interested in grant writing and plans to research grant availability for the

loan program and other Center for Nursing projects and help Kelly put one or more grant proposal together.

Upcoming meetings

September 20-22, Lincoln, Nebraska – Annual meeting of the Nebraska Health Care Association and the Nebraska Assisted Living Association. The CFN purchase a full-page ad (\$150) in the convention book.

October 6-7, Kearney, Nebraska – Nebraska Nurses Association convention. The CFN has reserved exhibit space (\$300). Some new promotional materials have been ordered for distribution at exhibit.

October 13-14, Grand Island, Nebraska – Licensed Practical Nurses Association convention. The CFN has purchase a full-page ad (\$125) in the convention book.

October 25-26, Omaha, Nebraska – Minority Health Conference. The CFN will plan to reserve exhibit space (\$75).

November 9, Omaha, Nebraska – Governor’s Summit on Workforce Development. CFN will plan to reserve exhibit space (cost unknown at this time).

Financial Report

The board reviewed the latest budget status report. Kelly will have the 2006 budget for the board’s approval at the next meeting.

1:15 p.m. The board meeting recessed

1:25 p.m. The meeting reconvened.

Proposal to support image and visibility

Rosalee Roberts gave a brief presentation to the board on how her public relations company could assist the board with enhancing the image of nursing and keeping the nursing shortage in the forefront in the media. She could also assist with fund-raising activities. The board tables a decision on proceeding until the strategic plan discussion is held.

1:40 p.m. Travis returned to the meeting and Shirley arrived.

Strategic Planning

The board spent considerable time discussing and developing outcomes for the next five year period. It was decided to keep the four goals – recruitment, retention, capacity building and sustainability. New outcomes for each goal were agreed upon by the entire group.

2:20 p.m. Lopez left the meeting.

It was decided that the board would form four work groups – one for each goal. Each work group is to take the outcomes for their goal and devise actions to achieve the goals and tactics, timelines and responsibility to carry out the actions.

Recruitment

Lazure
Wenz
Dulitz
Kelly (staff)

Retention

Shirley
Wahl
McGee
Woods
Stone
Bowen (staff)

Capacity

Karsk
Brown
Valerio
Yeaworth
Exstrom (staff)

Sustainability

Rennecker
Travis
Lopez
Gross
Kelly (staff)

Staff assigned to each committee will take responsibility to set up meetings for their work group(s). Each work group is to have their work completed in time to have it compiled into a strategic plan for review at the next meeting.

Next Meeting

The next meeting was originally scheduled for Tuesday, October 11, but several board member and staff cannot attend on that day. The next meeting was changed to Friday, September 30 in Lincoln.

The Center for Nursing Board meeting adjourned at 4:00 p.m.

Respectfully Submitted,

Rosalee Yeaworth, Secretary

**MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
September 30, 2005**

A. *Call to Order and Roll Call*

The meeting of the Nebraska Center for Nursing Board was called to order by Gloria Gross, Chairperson at 9:10 a.m., Friday, September 30, 2005, at the Staybridge Conference Center, 2701 Fletcher, Lincoln, Nebraska. Copies of the agenda were previously sent to Board members and posted.

The following Board members were present at various times throughout the meeting:

Gloria Gross, Chairperson
Judy McGee, Vice-Chairperson
Linda Lazure
Pat Lopez
Marilyn Valerio
Florence Brown (arrived at 10:10 a.m.)
Rosalee Yeaworth
Pat Karsk
Nancy Shirley (arrived at 10:50 a.m.)
Carol Wahl
Larry Rennecker
Linda Dulitz
Kim Woods

The following members were absent

Barb Wenz
Shirley Travis
September Stone

A quorum was declared, and the Nebraska Center for Nursing Board Meeting was officially convened. Also present from the Credentialing Division, HHSS, were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Karen Bowen, Nursing Practice Consultant and Sheila Exstrom, Nursing Education Consultant.

Guests present included Alison Clevette, a graduate nursing student at Clarkson College who is doing a preceptorship with Charlene Kelly this semester and Carly Runestad, from the Nebraska Hospital Association.

Yeaworth agreed to serve as secretary for this meeting.

B. *Approval of Minutes of August 18, 2005 Meeting*

After noting one typographical error the minutes of the August 18, 2005 meeting of the Center for Nursing board were approved by consensus as distributed.

C. Environmental Scan

It was noted that Vermont gives newly-hired faculty \$10,000 toward payment of school loans when they are hired.

Some board members commented that they have heard that there are currently few nursing vacancies in some facilities in the Omaha area. It was confirmed that the job market is getting tighter. It was noted that Alegent has recently studied their anticipated retirements and realizes they will be losing large numbers of their staff to retirement in the next few years.

It was reported that Bryan-LGH has announced layoffs of 60 staff members. These are not all nurses.

Woods reported that there have been suggestions by members of the Kimball community that their hospital has too many nurses. They have very low turnover and a relatively young nursing staff. They have a waiting list of persons who would like to work there. It was suggested by the board that Woods should try to demonstrate to the community the outcomes that result from the current staffing level. It was noted that nearby communities do have shortages. It was suggested that the board look at the Kimball hospital in light of the criteria for Nurse Friendly Hospitals and use the facility to pilot application of the criteria. It was also suggested that looking at national reports of what works to retain staff and comparing that with the environment at Kimball might prove interesting.

Wahl reported that Good Samaritan in Kearney was approved for a grant from HRSA, but was not funded primarily because their service area comprises such a small percentage of the state.

Update on Staffing for the Center for Nursing

Kelly reported that she believes she has the required approval to hire a staff assistant to help with day to day activities and approval to contract for a Research Assistant fill the job description approved at the last meeting. She just needs to get the Staff Assistant job posted for hiring and develop a newspaper add for the Research Assistant position. She hopes to have both positions in place by early 2006.

Review of Proposed Budget

Kelly had prepared a proposed budget for the board's review. It was suggested that travel allocations may need to be increased due to increased gas prices and airline fares. Kelly noted that the increased mileage rate was considered when the budget was developed, but airline fares had not been adjusted. Also budget allocation for a public relations contract is not in the draft budget. A decision on the budget was deferred until after the discussion on the strategic plan.

Strategic Planning

At the last meeting the goals were adopted and the outcomes for those goals were established. Four work groups were established to identify the actions and tactics needed to achieve the identified outcomes. The four groups are as follows:

Recruitment

Lazure
Wenz
Dulitz
Kelly (staff)

Retention

Shirley
Wahl
McGee
Woods
Stone
Bowen (staff)

Capacity

Karsk
Brown
Valerio
Yeaworth
Exstrom (staff)

Sustainability

Rennecker
Travis
Lopez
Gross
Kelly (staff)

10:30 a.m. The meeting recessed.

10:45 a.m. The meeting reconvened.

Goal I: Recruitment

Lazure and Kelly presented the workgroup's suggestions for actions and tactics for Goal I. Suggestions included using vacancy survey to ask about educational mix needed in the future. Include cost perspective. Reimbursement rates will drive staff mix. Increase in specialty centers is taking profit centers from the hospitals. Center for Nursing must focus on total number of nurses regardless of where they work. Need to maintain quality standards. Runestad suggested that the board partner with the AHECs to recruit more minorities into

nursing. The Department of Education also holds an annual Health Sciences meeting that would be a good way to get information on nursing to science teachers. It was suggested that a tactic be added to Action 2 to “partner with community organizations to recruit more minority students into nursing.” Use the term “gap” for Action 3.

Goal II: Retention

McGee and Bowen presented the workgroup’s suggestions for actions and tactics for Goal II. Action 1: We don’t know the reasons for out-migration or to where they are migrating. We need to look more at the reasons for leaving the profession. Highest reason on our workforce survey was salary dissatisfaction.

Action 2: Development of a retention tool kit for administrators was suggested.

Action 3: There was much discussion of promoting a positive image for nursing and whether use of the term “professionalism” is the right tactic. The workgroup will refine the tactics to include mechanisms to recognize and reward superb nurses through a public promotion activity and a leadership activity for those who are rewarded.

Goal III: Increased Capacity

Valerio presented the actions and tactics for Goal III. Suggestions included adding faculty as well as student passport to reduce redundant activities required by agencies. Runestad reported that she had read about one area where hospitals provided faculty for the education program in return for the school “banking” hours for tuition remission for hospital staff.

Goal IV: Sustainability

Rennecker presented this workgroup’s recommendations.

Action 2: It was suggested that schools and hospitals be asked to add a link to their web sites for the Center for Nursing web site to acquaint more people with the site.

Action 5: Timeline should be January 2006.

1. Lazure made the motion seconded by Dulitz **that the board approve the strategic plan with the addition of the suggestions offered by the board.**

Voting aye: Gross, McGee, Lazure, Lopez, Valerio, Brown, Yeaworth, Karsk, Shirley, Wahl, Rennecker, Dulitz and Woods. Voting nay: none. Abstain: none. Absent: Wenz, Travis and Stone. Motion carried.

Proposed Budget (revisited)

The board discussed contracting with Rosalee Roberts to provide public relations and communication support.

2. Shirley made the motion seconded by Rennecker **that the board contract with Rosalee Roberts Public Relations to provide the services as outlined in the communications proposal Ms. Roberts presented at the August meeting and to request an additional \$20,000 in spending authority to cover the proposed budget.**

Voting aye: Gross, McGee, Lazure, Lopez, Valerio, Brown, Yeaworth, Karsk, Shirley, Wahl, Rennecker, Dulitz and Woods. Voting nay: none. Abstain: none. Absent: Wenz, Travis and Stone. Motion carried.

Next Steps

Workgroups need to meet and refine their goals, action statements and tactics. Changes should be forwarded to Kelly. Staff will categorize tactics for use in identifying priorities at the next meeting. Workgroups should communicate to staff efforts which must be made before the December 15 meeting.

Press Release

Conduct a focus group of the nurses at Kimball and feature the results in a press release.

Next Meeting

The next meeting is scheduled for December 15. Agenda items for the next meeting were identified.

The meeting adjourned at 1:30 p.m.

Respectfully submitted,

Rosalee Yeaworth, Acting Secretary

**MINUTES OF THE MEETING
OF THE
NEBRASKA CENTER FOR NURSING
BOARD MEETING
December 15, 2005**

A. Call to Order and Roll Call

The meeting of the Nebraska Center for Nursing Board was called to order by Gloria Gross, Chairperson at 9:05 a.m., Thursday, December 15, 2005, at the Staybridge Conference Center, 2701 Fletcher, Lincoln, Nebraska. Copies of the agenda were previously sent to Board members and posted.

The following Board members were present at various times throughout the meeting:

Gloria Gross, Chairperson
Judy McGee, Vice-Chairperson
Pat Lopez (arrived at 9:28 a.m.)
Marilyn Valerio
Florence Brown (arrived at 9:17 a.m.)
Rosalee Yeaworth
Carol Wahl (arrived at 9:20 a.m.)
Larry Rennecker
Linda Dulitz
Shirley Travis
September Stone

The following members were absent

Barb Wenz
Kim Woods
Nancy Shirley
Linda Lazure
Pat Karsk

A quorum was not present. The meeting of those present was officially convened. Also present from the Credentialing Division, HHSS, were Charlene Kelly, Section Administrator for Nursing and Nursing Support, Sheila Exstrom, Nursing Education Consultant, and Rosalee Roberts, Public Relations Contracted Consultant.

Yeaworth agreed to serve as secretary for this meeting.

B. Approval of Minutes of September 30, 2005 Meeting

The minutes were reviewed, but a vote on the approval of the minutes was deferred until a quorum was present.

C. Environmental Scan

It was noted that retention studies have shown that offering a delegation to new graduates results in decreased staff retention. No reason was noted for this finding.

It was reported that RN positions in Omaha are becoming difficult for new graduates to find. A comment was made that reimbursement issues may be resulting in a decrease in the number of budgeted positions. There are positions available outside of Omaha and Lincoln. The CFN needs to discuss strategies that focus on distribution of the workforce.

It was noted that the CFN needs to engage the organization of human resource administrators to glean information and discuss strategies.

Approval of Minutes

A quorum was present so a vote could be taken on the minutes.

1. Valerio made the motion seconded by Stone **that the board approve the minutes of the September 30, 2005 meeting of the Nebraska Center for Nursing.**

Voting aye: Gross, McGee, Lopez, Valerio, Brown, Yeaworth, Wahl, Rennecker, Dulitz, Travis, and Stone. Voting nay: none. Abstain: none. Absent: Wenz, Woods, Shirley, Lazure, and Karsk. Motion carried.

Update on Staffing for the Center for Nursing

Kelly reported that the ad for the Research Assistant was published in the Omaha World Herald and the Lincoln Journal Star two weekends in December. Three applications have been received and will be interviewed in early January. The Staff Assistant position is currently being classified and the position will be posted as soon as the classification is received.

It was suggested that the employer demand survey should be an early priority when these staff persons are hired. The form for the survey will be placed on the agenda for review at the next meeting.

Minority Health Poster Project

Kelly reported that applications for participation in the Minority Health poster project are now available and will be published in the newsletters of the organizations participating in this project. The application will be in the January *Nursing News*. Kelly will send the information to the CFN board members for distribution in their organizations. The poster will feature health professionals from a diverse group of professions and ethnic backgrounds.

Budget Status Report

The board reviewed the November 30, 2005 budget status report. Kelly will seek clarification on several questions raised.

Public Relations Plan

Rosalee Roberts is now under contract to carry out public relations activities for the CFN. She was present at the meeting and gave a brief overview of the activities she and Kelly identified in her contract. She noted the priorities that she has identified for early 2006. These include a media plan, garnering Stakeholder support for the activities of the CFN, researching grant availability and promoting activities to implement the strategic plan.

9:50 a.m. The meeting recessed.

10:00 a.m. The meeting reconvened.

Senator Marian Price

Senator Price arrived at the meeting at 10:00 a.m. She gave the board an overview of her plans to seek funding for the nursing faculty loan program in the upcoming session of the legislature. She plans to seek \$150,000 in funding from general funds to support this initiative. This bill will be her priority. She plans to get funding incorporated into the appropriations package for consideration in 2006. Senator Price left the meeting at 10:30 a.m.

Nurse Friendly Hospital Project

The Texas Nurses Association is holding a series of training sessions on their Nurse Friendly Hospital Project. These training sessions are open to persons from other states interested in adopting the project. It was the consensus of the board that two members should attend one of the training sessions. McGee and Wahl were selected as nursing administration representatives from smaller rural hospitals which is the target for this project. Kelly will work with these board members to make travel arrangements.

Annual Meeting of Nursing Workforce Centers

The annual meeting of nursing workforce centers will be held in Jersey City, New Jersey April 27-28, 2006. The board recommended Rennecker and Kelly for attendance at this meeting. A call for abstracts has been received for this meeting. It was suggested that the board submit an abstract of the project to apply the national supply and demand model to our in-state data. Kelly will work on the abstract. It is due by January 15.

12:00 p.m. The meeting recessed briefly and then continued over lunch.

Strategic Plan

Since several members were absent it was decided that the entire group would work on review and revisions to the strategic plan.

Goal 1: Recruitment

RN Workforce Report from the 2004 license renewal period is now complete. Kelly will forward copies to the board members and get it posted on the Web site. LPN workforce data has been transferred to the NEAR Center for analysis. They are scheduled to complete their work by the end of April.

It was suggested that a question on satisfaction with the current educational mix should be added to the employer demand survey. It was suggested that a compilation of assumptions from the environmental scan conducted at each meeting should be maintained for use when applying the national supply and demand model to Nebraska data.

We need to find out when high school counselors meet and try to get on their agenda. There was a suggestion that we contact the men featured on the Men in Nursing Calendar as a focus group to develop strategies to recruit men into nursing. Lopez will contact Jackie Miller about getting on the agenda for the 2006 Minority Health Conference. There was also a suggestion to develop a tool kit to supplement the “grow your own” brochure that was developed a few years ago. There is a need to prioritize actions for Goal 1.

Goal 2: Retention

Gross pointed out the need for skill training for middle management skills. The lack of these skills is a major factor reported for leaving these positions. It was suggested the CFN board should work with the AHEC's and utilize video teleconferencing to maximize access to these training sessions.

Goal 3: Increased Educational Capacity and Goals 4: Sustainability

Implementation of these goals had been discussed along with other agenda items.

Press Releases

A report of accomplishments of the CFN needs to be developed for distribution in conjunction with a press release on the findings of the workforce studies in March. It was suggested that a press release on faculty shortage should be prepared in January to coincide with Senator Price's introduction of a bill to fund the faculty student loan program.

2006 Meeting Schedule

The proposed schedule was reviewed. The meeting dates for February, April and June were approved. Those for August, October and December need to be reconsidered.

Next Meeting

The next meeting will be held on Thursday, February 2, 2006. Location to be determined. Agenda items will include: survey form for the employer demand survey, meeting dates for the second half of 2006, review of press release for March, review of the RN Workforce Report, initial review of LPN workforce data, review of abstract for the April meeting of nursing centers, election of officers and suggestions for replacement of persons going off the board in 2006.

Adjournment

1. Dulitz made the motion seconded by Travis **that the meeting adjourn.**

Voting aye: Gross, McGee, Lopez, Valerio, Brown, Yeaworth, Wahl, Rennecker, Dulitz, Travis, and Stone. Voting nay: none. Abstain: none. Absent: Wenz, Woods, Shirley, Lazure, and Karsk. Motion carried.

The meeting adjourned at 1:20 p.m.

Respectfully submitted,

Rosalee Yeaworth, Acting Secretary