

**Texas Statewide Health Coordinating Council
Texas Center for Nursing Workforce Studies Advisory Committee
Minutes of Meeting Held Wednesday, July 16, 2014
10:00 a.m. to 12:00 p.m.**

**Teleconference from
Texas Department of State Health Services
1100 W. 49th St.
Austin, Texas 78756**

Members Attending
Gail Acuna, MA, RN
Donna Carlin, MSN, RN
Jennifer DM Cook, PhD, MBA, RN
Patti Hamilton, PhD, RN
Terry Jones, PhD, RN
David Marshall, JD, DNP, RN, CENP, NEA-BC
Pearl E. Merritt, EdD, RN
Lula Pelayo, RN, PhD
M'Lissa Quintanilla, LVN
Elizabeth Sjoberg, JD, RN
Lisa Taylor, PhD, RN, CNS, FNP
Katherine Thomas, MSN, RN
Vicki Ragsdale, PhD, RN
Cindy Zolnierrek, PhD, RN

Members Absent
Rachel Hammon, BSN, RN, Excused
Jay Norwood, MSN, RN, Unexcused
Betty Sims, EdD, MSN, RN, Excused
Sally Harper Williams, Excused

Staff Present
Pam Lauer, MPH, Program Director, TCNWS
Allison Dubin, MPH, Program Specialist, TCNWS
Tim Hawkins, Program Specialist, TCNWS
Amy Brown, Research Specialist, TCNWS
Cate Campbell, MPH, Research Specialist, TCNWS
Ann Barnett, Manager, HPRB

Public
None

TCNWS Advisory Committee Meeting Minutes July 2014

<p>1. Welcome and Introductions</p>	<p>David Marshall called the meeting to order at 10:00 a.m. David welcomed the committee and staff members present, who introduced themselves. It was announced that the meeting will be tape recorded as required by the Administrative Procedures Act and that members should state their name for the record when making motions.</p>
<p>2. Establish Quorum and Approval of Excused Absences</p>	<p>Motion to approve excused absences made by Donna Carlin, seconded by Lula Pelayo. The motion carried.</p>
<p>Quorum Attained</p>	
<p>3. Review of July 16, 2014 Agenda</p>	<p>The agenda was not reordered.</p>
<p>3. Approval of Minutes for February 26, 2014 Meeting</p>	<p>Kathy Thomas had minor edits to make to the minutes for the February 26, 2014 meeting, which she will email to Pam. Motion to approve minutes made by Jennifer Cook, seconded by Gale Acuna. The motion carried.</p>
<p>5. Update from the TCNWS</p>	<p>Pam Lauer updated the committee on TCNWS's recent activities</p> <ul style="list-style-type: none"> • 2014 Hospital Nurse Staffing Study <ul style="list-style-type: none"> ○ The survey is closed, with a final response rate of 64% ○ Next steps are data analysis and report writing ○ Report should be finalized before the October advisory committee meeting • 2014 Long Term Care Nurse Staffing Study <ul style="list-style-type: none"> ○ Survey is still open due to low response rate (32.9%) • 2014 Nursing Education Program Information Survey <ul style="list-style-type: none"> ○ Surveys are being finalized with revisions from the BON ○ Reports should be available for the February 2015 advisory committee meeting ○ TCNWS staff are working on an overview report of the 2013 survey results which will include more detailed trends and regional analyses • Supply and demand projection models <ul style="list-style-type: none"> ○ Pam met with a consultant who has created models for other states • Conferences <ul style="list-style-type: none"> ○ TCNWS staff attended the Texas Public Health Association conference in March and the National Forum of State Nursing Workforce Centers conference in June
<p>6. Committee Member Resignations and New Appointments</p>	<p>There were two nominees for the two open positions on the committee:</p> <ul style="list-style-type: none"> • Remy Tolentino, vice president of Baylor Health Care System in Dallas, as an employer of nurses • Mona Dawson, a geriatric nurse practitioner who works in home health, as a representative of an organization that represents nurses <p>Motion to approve Mona Dawson and Remy Tolentino as new advisory committee members made by Patti Hamilton, seconded by Vickie Ragsdale. The motion carried.</p>

TCNWS Advisory Committee Meeting Minutes July 2014

<p>7. Review and Approval of 2013 Nursing Demographics and Trends Report</p>	<p>Pam Lauer gave an overview of the work that remains to be done on the report</p> <ul style="list-style-type: none"> • Descriptions of standard deviation in maps • Formatting of some text as sidebars separate from the general content • Improving black/white printing capability • Revising APRN section so it is less repetitive • Revising appendices • Adding list of tables and figures <p>Cate Campbell reviewed the RN section of the report</p> <ul style="list-style-type: none"> • Patti Hamilton suggested that the bins used in the population pyramid be larger and that TCNWS explore the distribution of specialty areas across counties <p>Allison Dubin reviewed the APRN section of the report</p> <ul style="list-style-type: none"> • Kathy Thomas suggested that the population pyramid look the same across the report sections <p>Amy Brown reviewed the LVN section of the report</p> <ul style="list-style-type: none"> • Lula Pelayo suggested that the inclusion of an “other” category within the “other” category of employment setting be clarified <p>Cate Campbell reviewed the CNA section of the report</p> <ul style="list-style-type: none"> • No suggestions <p>Jennifer Cook, Donna Carlin, Elizabeth Sjoberg, Gail Acuna, and Lisa Taylor volunteered to be on a subcommittee to review and approve the report after revisions. Motion to approve the subcommittee made by Kathy Thomas, seconded by Patti Hamilton. The motion carried.</p>
<p>8. Final Announcements and Public Comment</p>	<p>Donna Carlin announced that THECB will consider the RAND report and recommendations on Texas community colleges offering a BSN at their meeting next week.</p> <p>Pam Lauer announced that the next advisory committee meeting will be on October 22, 2014, and that she is scheduling the 2015 meetings. She also announced that Allison Dubin is leaving the TCNWS.</p>
<p>9. Adjourn</p>	<p>Meeting adjourned at 12:00pm.</p>