Nursing Advisory Committee Meeting Minutes: 10/29/19, 4pm-6pm

PUC Napa Campus, 841 laTour Court, Suite C, Napa CA 94558

Co-Chairs: Janice Ankenmann/ Erin Craig

Present: Debbie Dorrough (SCC), Erin Craig (SCC), Lori James (PUC), Debbie Wallace (PUC), Jacqueline Clavo- Hall (Touro), Karen Canepa ( QVMC), Janice Ankenmann (NVC)

Excused: Kellie Allen ( Kaiser-Santa-Rosa: volunteering at SR shelter due to fires); Trevor Murray ( Kasier Vallejo/Vacaville: due to power outages/fires); Robert Harris( NVC: previous commitment, Jankenmann as his representative)

Agenda Items:

1. **Introductions** were offered
2. **Purpose of Committee**: To work collaboratively to meet the health needs of our community; opportunity to network and problem solve nursing issues at education and health care facilities; meets regulatory requirements.
3. **Frequency of Meetings**: all present agreed once in the Fall and once in the Spring , in addition to the usual August clinical orientation meeting for instructors.
4. **Chair of committee**: all present agreed on current co-chairs. Anyone interested in the opportunity, at any time, should bring to the next meeting!
5. **Location of Meeting**: all present agreed that the PUC Napa Site was comfortable and provided ample, easy parking and was about mid-way from most locations. Thank you Debbie and PUC for sharing your space!
6. **Updates, enrollment and outcomes reporting for the nursing schools**:

**Solano Community College (SCC)**: Five year BRN review occurred early 2019 with no issues (congratulations offered from all!!); J. Wackerly is the new temporary BRN NEC; just admitted the second cohort of their new curriculum: OB and Peds are now separate courses and they are in need of Peds instructors if anyone knows of anyone; a Health Occupations Dean position is in the process of interviewing; having difficulty with clinical placements.

**Pacific Union College (PUC)**: ACEN review was just completed with recommendation for continued approval (congratulations offered from all!!) with three recommendations 1. list ACEN’s appropriate phone number on documents 2. advisory council notes are to include
more specific information about end of program SLO’s and 3. would like a systematic plan of review by cohort and each components of the program. VN to ADN cohort (including Travis AFB students) has admitted 18 students for the 18 month program with a 12 hour Sunday clinical...this cohort has an added “bridge” course....previous three cohorts have maintained a 100% NCLEX pass rate; voiced concerns about clinical placements.

**Touro University (Touro):** Jacqueline reports she is the interim DON and that Dr Stoltz, though retired, is still working as adjunct; NP Program has been reviewed by J. Wackerly without issue; they are having a recruitment challenge with the ADN to MSN program and are open to suggestions/ assistance; just returned from the AACN meeting in Washington DC Their next CCNE review is in 2021; having difficulty with clinical placements.

**Napa Valley College (NVC):** had five year BRN review (J. Wackerly) March 2019 with no issues (congratulations offered from all!!); will be admitting the third cohort of 40 students to the new curriculum in January and will be graduating the first cohort of the new curriculum in December- eager for NCLEX outcomes so we can determine effectiveness of the changes we have made; minor changes to curriculum – several course name changes and one course with corrected contact hours (inaccurate calculation!); planning issues and concerns about clinical placements at one facility; will share pediatric instructor contact with SCC.

7. **Updates, iniatives, on-boarding for clinical and policy updates for agencies**

**Queen of the Valley Medical Center (QVMC):** discussed on-boarding being a challenge to meet OSHA, CLIA, etc. requirements for students as well as faculty from a facility perspective....aware of previous Advisory Committee Group agreement to do Healthstream to meet most of these requirements (fire safety, HIPPA, workplace violence, etc.) and thus uses the wording “Healthstream or equivalent” to avoid duplication of time/effort/costs. Also discussed being able to accommodate some schools using Castlebranch and others Verified Credentials (or other agencies to do immunization tracking) by utilizing the attestation process for the program directors, rather than requiring a specific company to reduce duplication of time/effort/costs. Announced possibility of a ten day notice for a strike and will notify anyone involved should this become a reality.
8. Any pressing topics (problem solving, announcements, feedback, etc.)

• Janice reports the availability of a nursing grant ....discussed wanting to see if SCC, Touro and PUC would like to collaborate on a plan to move involve all four schools to move nursing students through to meet educational goals....currently both NVC and SCC have “collaboratives” with schools from outside of California to transition from ADN to BSN/MSN and would they be interested in formulating a process for students to have the option of being able to get all of their education locally....from CNA, VN, VN to ADN, ADN, ADN to BSN/ MSN and on to FNP or DNP which could be possible if we collaborated. There was some discussion of meeting grant requirements, how we can look at meeting reasonable costs and time frames for students. Janice offered to have the initial grant writing done at NVC as we do have a person who does grant writing part time......all agreed it would be a good opportunity to explore and were in agreement to proceed.

• Concerns with on-boarding issues (timeliness, no historical placements, limited exposure and skills allowed for students, requirement to use myclinicalexchange with its associated costs and increased workload for faculty) at one local health care facility that has been used by all schools represented here today for many, many years... decided to develop a letter and request a meeting with the VP, CNO as other attempts have been unsuccessful by all.

Meeting ajourned at 1800.

Next meeting:
ADN Advisory Meeting
2/27/2020  1640-1730
at PUC Napa Site