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Action Coalition Interim Steering Committee Meeting Minutes

Submitted by Elaine Keavney

May 9th, 2014

Present: Gladys Campbell, Jake Creviston, Sue Davidson, Tom Engle, Elaine Keavney, Frances Conedera, Mary Rita Hurley

Virtual attendees: Leslie Ray

Agenda Item	Discussion	Decision/Action items
Approval of minutes	The April minutes were approved with a change that Cheryl Nestor-Wolfe is listed on the COO board web page.	
Clarifications on current steering committee membership	Frances Conedera should be on the steering committee list. The other parties who are newer to the list—Jenny Rollins, Sharmila Bose, Patrick Bonesteel and Kala Mayer—should be on the interested parties list.	
Town Hall work group update	<p>Kathlynn is not present at the meeting today but did file a report to the committee. Tom sent this report to the committee prior to the meeting. Kathlynn reports that a partial proposal has been drafted and a tentative date set for July. She will be gone until May 13th but after that should be able to dedicate some time to this project.</p> <p>Sue reports that ONA frequently does town hall meetings related to their work and that we may be able to secure a site at a labor hall, community library meeting room, etc. that will not charge a fee.</p>	Tom will contact Kathlynn to see if she is able to assume leadership for this group after May 13th and see it to completion.
	Evan, Frances and Jake are participating in a Nurses' Week event at the VA today.	
Historical document report	Sue has patched together information from various sources and is working on gathering other information needed to complete the document. She still needs information on the historical context of nursing leadership in Oregon, and OCNE. She is awaiting information from Paula Gubrud. She also needs the information from Kathlynn and a picture from Christy.	Leslie has the information from Kathlynn and Christy and will send to Sue.

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BSN work group report	<p>Carol is not at the meeting today. She has filed a report and is seeking more members.</p> <p>The Future of Nursing Campaign for Action website has much information on this topic that may be useful to this work group.</p>	<p>Elaine is interested in participating on this work group if her role on the final steering committee is eliminated with the restructuring.</p> <p>Tom will send a request for members to all who are on the extended "interested parties" mailing list.</p>
Leadership work group	<p>Gladys reports that the meeting of this group is being merged with the work of NWOne. There is a workshop next week about getting nurses on boards. 130 people have registered. After that, the "Best on Board" program will be marketed. This is a 6-module online workshop followed by a face to face case study workshop in September for those who successfully complete the online modules.</p> <p>Members of the leadership work group are Gladys Campbell, Anastasia Sofranic, Christy Cowgill, Cindy Warburton, Renee Menkens, Kathlynn Northrup-Snyder, Jake Creviston, and Tom Engle.</p>	
VHA APRN support letter	<p>The Patient Safety Commission sent a letter of support for handbook revision to Secretary Shinsecky, endorsing revisions that addressed nurses practicing to the full extent of their licensure.</p> <p>Christy was going to send a letter from the OAC but it is not certain whether or not this was done.</p>	<p>Sue will follow up with Christy about this.</p>
Fundraising update	<p>We still have not heard about the fundraising training grant. Decision was supposed to have been made by April 30th.</p> <p>SIP (State Implementation Grant) by RWJF will be available again but it requires \$75,000 from us in order to be eligible. Tom asked Sue Hasmillier from RWJF whether "in-kind" matching funds would be acceptable, such as an organization donating a half-time person to the AC for work. She said it has not been accepted in the past, but she would bring it up to the decision-makers for consideration.</p>	
SC recruitment update	<p>Dana Bjarnsen and Susan Blakewell-Sachs are intending to attend the June meeting. At this time, it is not completely clear whether they intend to become</p>	

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	<p>members of the steering committee, although they are both very interested in the work we are doing.</p> <p>Gladys suggested that we might be better to have a more formal transition from our current interim steering committee to the ultimate committee, rather than just adding people as they are recruited. We also should consider a "Consent to Serve" document, which will indicate a commitment to the steering committee as indicated in our charter.</p> <p>Discussion was held. The charter document does not have language about a formal transition.</p> <p>How many of our current interim committee members meet the charter criteria and will be able to remain on the committee if they wish to? This question needs to be addressed.</p>	<p>Mary Rita and Leslie will look at the current members, plus any that are recruited before July, and compare them to what we decided in our charter related to the committee membership. Some of the current members will probably remain while others will drop off. This needs to be decided.</p> <p>At the July meeting, Mary Rita and Leslie will present their findings for discussion.</p> <p>NWOne has a Consent to Serve document that can be used as a possible template</p>
General	<p>Gladys reports that NWOne is close to entering into a formal agreement with an Illinois-based organization called the Center for Advanced Provider Practices. This group is having much success in working with nursing scope of practice issues, and has collected a database of almost 200 hospitals identifying successful practices. NWOne's role in the Northwest will be to serve as a vendor for this database to make it available to healthcare organizations in our area. Gladys expects that the leadership group of the AC will also be involved in this as time goes on. They will probably be doing a series of webcasts relate to this work.</p>	
Next Steps:	<p><u>Next meeting</u></p> <p>- The next meeting will be Friday, June 13th, 10 AM-noon, at ONA offices.</p>	