

**WV Center for Nursing**  
**Data Management Committee**  
April 9, 2008 at 3:00 p.m.  
WV Higher Education Policy Commission  
President's Conference Room; 9<sup>th</sup> Floor

Minutes

Present Via Conference Call: Cheryl Basham, Cyndi Persily

Guest: Karen Hoschar, Duane Napier, Chris Ross

Absent: Melissa Aguilar

I. Call to Order

Dr. Persily, Chair, called the meeting to order

II. Approval of Minutes

Dr Persily asked for the approval of minutes for December 12, 2007.  
With no corrections or changes, the minutes were approved as written.

III. Old Business

A. Employer Survey 2007

Mr. Napier reported that 90 surveys were returned. The findings thus far have rendered that there is a 7% vacancy for RNs and 11% vacancy for the LPNs. The return rate was 23%. Mr. Napier will be double checking of the numbers to make sure that all data is entered correctly due to a question on the numbers.

B. Minimum Data Set from RN Board 2007

C. Minimum Data Set for LPN Board 2007

Mr. Napier is checking the questions being asked for accuracy. Mr. Napier reported that the numbers are accurate. Dr. Persily commented that she would like to stay working with current survey for the next three years. It was noted that it does cost the RN Board a large sum of money to post online these cost need to be reflected as such in the annual report.

#### D. Memorandum of Understanding

Mr. Napier noted that all were signed and approved. It was also noted that this should be done annually.

#### IV. New Business

##### A. Annual Report 2006-2007

Mr. Napier is amending the report and working on the budget currently. It was decided that it would be beneficial to have the report done and presented to the Board at the July meeting.

##### B. Linda Lacey, Associate Director of Research, North Carolina Center for Nursing data discussion for Advisory Committee and Board Strategy Session.

Linda Lacey is excited about being invited to facilitate a discussion around data. The topics that she will be discussing will be: Talk about how to identify data need and data sources in WV. How can collaboration address those needs? What kinds of data collection efforts will be needed? What will it cost? What skills are needed to produce solid research? What would be appropriate for WV?

#### V. Strategic Plan

##### A. Employer Survey 2008

Mr. Napier stated that if we use the current format, he will adjust the survey with the suggestions that have been provided. It was also suggested that a separate one be completed for the Schools of Nursing. Dr. Persily agreed that this is important and needs to be presented to the Board by this summer. Also, it was suggested to strategize with the Advisory Board about said topic.

##### B. Part-Time Nurse Survey

Dr. Persily suggested talking to Linda about available surveys to use that may already exist, or we could develop our own.

C. Effects of government and third party reimbursement formulas on nursing salaries

Dr. Persily suggested speaking with the Advisory Board regarding this issue.

D. Faculty supply and incentives

Dr. Persily suggested completing this again (the last survey was in 2005), however, omitting question number seven. It was also suggested to send this instrument out by May to ensure it is received by faculty before the end of the Spring Semester.

VI. Announcements

No new announcements, but reminders were stated about the upcoming Advisory Board Meeting on Thursday April, 17<sup>th</sup> from 11:30am-2pm and the Board Meeting on Friday April 18<sup>th</sup> at 9:00am.

VII. Next Meeting Date and Adjournment

The next meeting of the Data Management Committee is scheduled for July 9th at 3:30 p.m. in the President's Conference Room. The meeting was adjourned.

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Chair

Date