

**West Virginia Center for Nursing  
Recruitment and Retention Committee  
Friday, June 3, 2011 at 1:30 PM  
WV Higher Education Policy Commission  
1018 Kanawha Boulevard, East, Suite 407, Charleston, WV**

**Minutes**

Present: Duane Napier, Pam Alderman, Lanette Anderson, Shelia Kyle, Amy Campbell, and Connie Cantrell

Absent: None

Agenda Item	Discussion	Action
I. <b>Call to Order</b>		Meeting called to order by Dr. Shelia Kyle
II. <b>Approval of Minutes, March 4, 2011</b>	Correct the spelling of L. Anderson's name.	MOTION: Approve minutes with corrections (P. Alderman)  2 <sup>nd</sup> : L. Anderson  Motion Passes.
III. <b>Old Business</b>		

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A. Clinical Scheduling Program	<p>Contacted Phil Rolston to make the clinical scheduling website more user friendly. The changes would be that when selecting a hospital, only the floors/units used at that specific hospital would appear as a selection.</p> <p>Have heard from the Southern part of the State. Center still needs the names of the facilities and floors they will use.</p> <p>The Northern part of the State has asked for the Center to move up there with this program next.</p>	
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B. Junior Nurse Academy	<p>The goal was to have seven in two years. This year, Thomas Health System has two planned for this year with over 70 participants. Southern has about 15-20 planned for their program. All three will go on during the month of June. WVU and Kanawha Valley are interested in having these programs as well. St. Mary's is having a health professions program as well.</p> <p>Center will still be paying for the scrubs for the participants in the programs. All the programs have been able to find additional funding to help support the program.</p> <p>Committee will continue to review criteria for candidates each year.</p>	
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C. Scholarships	Staff took committee's advice and have awarded more Emergency and Doctorial Scholarships from the General Fund. With these additional awards there will be about \$45,000 being carried over rather than \$108,000 reported in the last meeting.	
D. Healthy Nurse Conference 2011	<p>\$18,000 was allotted for the conference. Over \$9,000 was brought in and the total cost so far almost \$10,000 so far. There are some outstanding bills needing to be paid. It is estimated that it will cost about \$15,000 total after all bills are paid.</p> <p>The Staff has not received any evaluations from the WVNA staff for feedback about the conference.</p>	

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<p>E. 2011 Nursing Excellence and Scholarship Gala</p>	<p>No nominations or funds have been raised as of yet nor is a speaker booked as of today's meeting. There is a list of potential speakers being considered at this time.</p> <p>The materials for nominations have been sent out and posted to the website. More announcements will be made.</p> <p>Please continue to inform people about the Gala and seek sponsorships and potential nominees.</p>	
<p>F. Process for Tracking Scholarship Recipients</p>	<p>The Staff has reviewed the names of those who have graduated and would be eligible for the repayment. Only one person has been found to have to be in default of the agreement. The Executive Director will continue to seek her out and work with her to repay.</p>	

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G. Collection notice for scholarship recipients that do not meet work requirements	Please see above for comments.	
H. 2010 – 2011 Small Grants Program	Center has still not received any applications as of today. There is still the \$20,000 available for those wishing to research Health of Nurses. The Staff will send reminders about this program.	
I. North Carolina Nurses Association Seal of Approval Program	Similar to the Magnet program, but only at the State level. The Staff has made contact to use their program they have created. Training and using their program would be about \$12,000. There is funding available to implement this program. Programs like this do have the potential to make money as well.	MOTION: To start negotiation process in terms of cost with North Carolina to try and make it more affordable before reporting back to the Committee (L. Anderson) 2 <sup>nd</sup> : A. Campbell. Motion Passes.

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<p>J. 2011 – 2012 Scholarship Plan</p>	<p>An Excel sheet was shared indicating the amounts over the years up to present. It is estimated that there will be \$157,000 for the Scholarship Programs. \$80,000 for schools; \$52,000 for the Masters/Doctorial Program; \$10,000 for LPN Teaching Certificate; \$15,000 Emergency Funding.</p>	<p>MOTION: Reviewing all the applications from the Schools (Primary Scholarship) at one time and putting the monies that are not used to the schools that have. Meaning no money is given out until all applications are received and reviewed. (A. Campbell)</p> <p>2<sup>nd</sup>: L. Anderson</p> <p>Motion Passes.</p> <p>Recommendation: That all Masters students who want to apply for the Masters/Doctorial be teaching at a school as well.</p>
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<p>K. Funding fellowships for new grads for Psyche, OB, Critical Care and ED</p>	<p>Executive Director has contacted Chief Nursing Officers about having funding available for these areas, would they be interested. Wetzel County (Med Surgery specific floor) said they would want to consider a program like this; WVU was interested; Thomas Health System is but it would be more worked out; A rehab hospital would be interested; a critical access was not sure at this time; some contacted hospitals/facilities have not returned calls by the time of the meeting. Committee discussed if these would be experienced nurses going for these fellowships rather than new graduates.</p>	<p>Concusses: To have the Staff look into this more and gather further information (in areas of costs, what the facilities would be looking for in a person, what would have to be completed, etc) before moving forward. (P. Alderman)</p>
<p><b>IV. New Business</b></p>		



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A. 2012 Conference Idea	<p>Since the Healthy Nurse Conference is every other year, there would be a year between others. The Center would like to get the IOM Report out to more people.</p> <p>Staff has contacted the AARP State Team the Center formed (for a pervious project) to work on this project. The Staff is ready to have more persons/teams to work on these eight (or less) recommendations as the time evolves. A conference call/ meeting is needed to help iron out details and approach.</p> <p>The Center would bring people in to discuss this for interested audiences. Discussions as to make this occur before the end of 2011 since the report came out in October of 2010. This conference would help to clear up the concepts from both education and</p>	
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	practice.  This may fall under State Wide Education Committee rather than Recruitment & Retention.	
<b>V. Strategic Plan</b>	No report at this time, committee is on task and more updates will come through the year.	
<b>VI. Announcements</b>	No announcements	
<b>VII. Next Meeting Date and Adjournment</b>	The next meeting is scheduled for Friday, September 9, 2011 at 1:30 p.m.	