

Texas Statewide Health Coordinating Council  
Texas Center for Nursing Workforce Studies Advisory Committee

Minutes of Meeting Held October 13, 2008  
5:30p.m- 6:35p.m

Texas Department of State Health Services  
Center for Health Statistics  
1100 West 49th Street  
Austin, Texas 78756  
Room M-739

Members Attending

Patricia L. Starck, DSN, RN, FAAN  
Alexia Green, PhD, RN, FAAN  
Joyce Batcheller, RN, MSN, NEA-BC  
Jennifer Cook, PhD, MBA, RN  
Marla K. Cottenoir, MSN, RN  
M'Lissa Edwards, LVN  
Kathryn Griffin, MSN, RN, NEA-BC  
Robin Hayes, RN  
Susan McBride, PhD, RN  
Pearl E. Merritt, EdD, RN  
Jackolyn Morgan, MSN, RN  
Elizabeth Poster, PhD, RN, FAAN  
Carol Reineck, PhD, RN, FANN, CCRN, NEA-BC  
Elizabeth Sjoberg, JD, RN  
Katherine Thomas, MN, RN

Members Absent

Donna Carlin, MSN, RN, Excused  
Rachel Hammond, RN, Excused  
Lisa Taylor, PhD, RN, ANCC, CNS, ABOHN, Excused  
Clair Jordan, MSN, RN  
Bob McPherson, MA

Staff Present

Aileen Kishi, PhD, RN, Program Director, TCNWS  
Arlette Ponder, MAHS, Program Specialist, TCNWS  
Suzanne Pickens, Program Specialist, TCNWS  
Pamela L. Wiebusch, Research & Statistics Tech, TCNWS  
Michelle Kim, Research & Statistics Tech, CHS

Public Present

June Ellis, Houston- Independent Public Health Consultant

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1. Welcome and Introductions	Dr. Alexia Green called the meeting to order at 5:30 p.m. All committee members, staff, and public present introduced themselves. Dr. Aileen Kishi made some administrative announcements.
2. Establish Quorum and Approval of Excused Absences	<b>A motion was made by Dr. Carol Reineck and seconded by Dr. Jennifer Cook to approve requests for excused absences from Donna Carlin, Rachel Hammond, and Dr. Lisa Taylor. The motion carried.</b>
Quorum Attained	A quorum of members was present throughout the meeting.
3. Review of October 13, 2008 agenda	The agenda was sent electronically. The agenda was reviewed and no changes were made. The meeting moved forward with the agenda as is.
4. Approval of Minutes for September 10, 2008 Meeting	<p>The minutes from October 13, 2008 meeting were reviewed.</p> <ul style="list-style-type: none"> <li>• There was a correction on M'Lissa Edwards' and Jackolyn Morgan's name.</li> <li>• Kathryn Griffin mentioned about the certification name change for CNAA-BC credential to NEA-BC. Changes in certification name were made for Kathryn Griffin, Dr. Carol Reineck, and Joyce Batcheller.</li> <li>• Committee has decided to leave out the time present at the meeting in the minutes.</li> </ul> <p><b>A motion was made by Pearl Merritt and seconded by Dr. Carol Reineck to adopt the minutes of September 10, 2008 with corrections. The motion carried.</b></p>
5. Discussion and Approval of the Vocational Nursing (VN) Programs: 2007 Fact Sheets- Arlette Ponder	<p>2007 Update on student Admission, Enrollment, Graduation, and Demographics Trends in VN Programs</p> <ul style="list-style-type: none"> <li>• Arlette Ponder opened up for questions and comments on the report on student admission, enrollment, graduation and demographic trends in VN programs.</li> <li>• There was a discussion on pg. 1 of the document under Sex, Age, and Race/Ethnicity of Faculty in VN Programs to re-word the 4<sup>th</sup> bullet point so that there is an explanation for the student/faculty comparison.</li> <li>• Correction was made to the whole document to say "faculty members" instead of faculties as suggested by Dr. Elizabeth Poster.</li> </ul>

	<ul style="list-style-type: none"> <li>• Dr. Elizabeth Poster suggested that the two statistics on faculty members having Bachelor’s Degrees should be combined on the 3<sup>rd</sup> bullet point on pg. 2 of the document.</li> </ul> <p><b>A motion was made by Dr. Elizabeth Poster and seconded by Jackolyn Morgan to approve the 2007 Update on student Admission, Enrollment, Graduation, and Demographics Trends in VN Programs fact sheet with the recommended changes. The motion carried.</b></p> <p>2007 Update on Faculty Demographics in VN Programs</p> <ul style="list-style-type: none"> <li>• Correction was made to the 4<sup>th</sup> bullet point under Graduation for VN Students to replace the semicolon with a comma.</li> </ul> <p><b>A motion was made by M’Lissa Edwards and seconded by Marla Cottenoir to approve the 2007 Update on Faculty Demographics in VN Programs fact sheet with the correction. The motion carried.</b></p>
<p>6. Discussion and Approval of the 2008 Hospital Nurse Staffing Survey Highlights of Findings and Recommendations- Arlette Ponder</p>	<p>Arlette Ponder presented a brief overview of the report.</p> <p>Dr. Aileen Kishi announced an additional recommendation proposed was sent electronically and that what is recommendation #1 will now become recommendation #2.</p> <ul style="list-style-type: none"> <li>• Correction was made on pg.3 of the document to change places that say “or” instead of “of” for vacancy and turnover rates.</li> <li>• Correction was made on pg. 6 of the document to add “an” after “Without” in the second sentence.</li> <li>• Correction was made on pg. 8 of the document under #3A that the 3<sup>rd</sup> bullet point should say “safety of patients” not “nurses.”</li> </ul> <p><b>A motion was made by Dr. Susan McBride and seconded by Dr. Jennifer Cook to approve the 2008 Hospital Nurse Staffing Survey Highlights of Findings and Recommendations with the recommended changes. The motion carried.</b></p>
<p>7. Discussion and Approval of the 2008 Long Term Care Nurse Staffing Survey Highlights of Findings and Recommendations- Suzanne Pickens</p>	<p>Suzanne Pickens presented a brief overview of the report and the feedback from the LTC Task Force.</p> <p>Suzanne Pickens announced a correction in the 5<sup>th</sup> paragraph of the Conclusions page on pg. 3 to change the word “situation” to “underfunding.”</p> <p>It was suggested by Robin Hayes to substitute recommendations #2 about the staffing with “Commission a study to analyze whether training standards for Certified Nurse Aides’ (CNA) certification are adequate and whether continuing education for CNAs would be beneficial in light of high turnover rates and vacancies.”</p> <p><b>A motion was made by Pearl Merritt and seconded by Robin Hayes to amend recommendation #2 of the 2008 Long Term Care Nurse</b></p>

	<p><b>Staffing Survey Highlights of Findings and Recommendations. The motion carried.</b></p> <p><b>A motion was made by Dr. Carol Reineck and seconded by Marla Cottenoir to approve the 2008 Long Term Care Nurse Staffing Survey Highlights of Findings and Recommendations with recommended changes. The motion carried.</b></p>
8. Public comment.	No public presence at the time.
9. Future Meeting Dates for TCNWS Advisory Committee	<p>Future meetings dates were announced by Dr. Alexia Green.</p> <p>Arlette Ponder pointed out that the Hospital Contributions to Nursing Education Survey posted on the website has a low response rate. The survey will be live for one more week.</p>
10. Adjourn	The meeting adjourned at 6:35 p.m.