

**Texas Statewide Health Coordinating Council  
Texas Center for Nursing Workforce Studies Advisory Committee  
Minutes of Meeting Held Wednesday, February 26, 2014  
10:00 a.m. to 3:00 p.m.**

**Brown-Heatly Building  
4900 N Lamar Blvd, Room 1410  
Austin, Texas 78751**

**Members Attending**

Gail Acuna, MA, RN (arrived at 11:00 AM)  
Jennifer DM Cook, PhD, MBA, RN (arrived at 11:00 AM)  
Patti Hamilton, PhD, RN (left at 1:20 PM)  
Rachel Hammon, BSN, RN  
David Marshall, JD, DNP, RN, CENP, NEA-BC  
Pearl E. Merritt, EdD, RN  
Lula Pelayo, RN, PhD  
M'Lissa Quintanilla, MSN, LVN, NEA-BC  
Betty Sims, EdD, MSN, RN  
Elizabeth Sjoberg, JD, RN  
Lisa Taylor, PhD, RN, CNS, FNP  
Katherine Thomas, MSN, RN  
Sally Harper Williams

**Members Absent**

Richard Beard, BS, RN, CMSRN, Chair, Excused  
Donna Carlin, MSN, RN, Excused  
Susan McBride, PhD, RN, Excused  
Jay Norwood, MSN, RN, Excused  
Vicki Ragsdale, PhD, RN, Excused  
Cindy Zolnierrek, PhD, RN, Excused

**Staff Present**

Pam Lauer, MPH, Program Director, TCNWS  
Allison Dubin, MPH, Program Specialist, TCNWS  
Tim Hawkins, Program Specialist, TCNWS  
Amy Brown, Research Specialist, TCNWS  
Cate Campbell, MPH, Research Specialist, TCNWS  
Matt Turner, PhD, MPH, MA, Program Specialist, HPRC  
Ann Barnett, Manager, HPRB

**Public**

Chris Fowler, THECB  
Stacey Cropley, TNA  
Jan Hooper, BON  
Kristin Benton, BON

<p><b>1. Welcome and Introductions</b></p>	<p>David Marshall called the meeting to order at 10:20 a.m. David welcomed the committee and staff members present, who introduced themselves. It was announced that the meeting will be tape recorded as required by the Administrative Procedures Act and that members should state their name for the record when making motions.</p>
<p><b>2. Organizational updates</b></p>	<p><b>Texas Nurses Association – Stacey Cropley</b>  Stacey Cropley gave an update on TNA’s recent activities:</p> <ul style="list-style-type: none"> <li>• SB406 on APRN prescriptive authority went into effect on 11/1/13</li> <li>• TNA has participated in BON rulemaking activities</li> <li>• TNA was a cosponsor of Texas Team at the Johnson foundation gala, which raised \$3,000 for nursing education in Texas</li> </ul> <p><b>Texas Board of Nursing – Kathy Thomas</b>  Kathy Thomas gave an update on BON’s recent activities:</p> <ul style="list-style-type: none"> <li>• SB406 is open for comments and subject to change</li> <li>• The board-proposed pain management rules for APRNs will be adopted after public comment</li> <li>• A prescription drug monitoring program is available through DPS to prescribers.</li> <li>• An amendment to the Nursing Practice Act made background checks mandatory for applicants to nursing schools in Texas. This will be implemented in the fall of 2014.</li> <li>• BON has implemented new targeted continuing education requirements: <ul style="list-style-type: none"> <li>○ Nursing jurisprudence and ethics</li> <li>○ Geriatric and older adults</li> <li>○ Forensic evidence collection</li> <li>○ 3 hours of CE for APRNs authorized to prescribe controlled substances</li> </ul> </li> <li>• The BON has created a taskforce on growth of the workforce in nursing education. The outcome of the taskforce will be guidelines for programs regarding clinical education. <ul style="list-style-type: none"> <li>○ They have contracted with outside consultants to perform site visits.</li> </ul> </li> <li>• BON’s new website will be online soon.</li> <li>• BON will release a mobile app soon for licensure verification.</li> <li>• Kathy informed everyone of a service provided by NCSBN called e-Notify, a national nurse licensure notification system.</li> </ul> <p><b>Texas Hospital Association – Elizabeth Sjoberg</b>  Elizabeth Sjoberg discussed the economic and other impacts of healthcare reform on hospitals:</p> <ul style="list-style-type: none"> <li>• Medicaid</li> <li>• Patient safety</li> <li>• Changes to hospital licensing rules</li> <li>• Behavioral health</li> <li>• Emergency care and trauma</li> <li>• Emergency preparedness in hospitals</li> <li>• Advanced directives in end-of-life care</li> </ul> <p>She also provided a handout that THA created with ideas for legislators.</p> <p><b>Texas Higher Education Coordinating Council – Chris Fowler</b></p>

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	<p>Chris Fowler discussed the latest activities of THECB:</p> <ul style="list-style-type: none"> <li>• SB 414 – THECB hired the Rand Corporation to conduct a regional study of community colleges in Texas to see if they could develop BSN programs. The study is due on 8/1/14.</li> <li>• Minority Health Research and Education Grant Program</li> </ul>
<b>3. Establish Quorum and Approval of Excused Absences</b>	Motion to approve excused absences made by Lula Pelayo, seconded by Pearl Merritt. The motion carried.
<b>Quorum Attained</b>	A quorum of members was present; hence the committee was able to take action at this meeting.
<b>4. Review of February 26, 2014 Agenda</b>	The agenda was reordered. Items 7 (Review and Approval of 2013 RN, VN, and APRN Nursing Education Program Information Survey (NEPIS) Reports), 9 (Discussion and Approval of Advisory Committee Bylaws), and 12 (Committee Member Resignations and New Appointments) were moved to the beginning of the meeting, before item 5 (Review and Approval of 2013 Home Health and Hospice Care Nurse Staffing Study). Motion to rearrange agenda made by Jennifer Cook, seconded by Betty Sims. The motion carried.
<b>5. Approval of Minutes for September 11, 2013 Meeting</b>	The advisory committee requested that no changes be made to the minutes. Motion to approve minutes made by Patti Hamilton, seconded by Pearl Merritt. The motion carried.
<b>6. Review and Approval of 2013 RN, VN, and APRN Nursing Education Program Information Survey (NEPIS) Reports – Allison Dubin and Cate Campbell</b>	<p>Allison Dubin reviewed the 2013 RN NEPIS reports. The advisory committee had the following comments and suggestions:</p> <ul style="list-style-type: none"> <li>• Admissions, Enrollment, Graduation Report <ul style="list-style-type: none"> <li>○ Chris Fowler - Table 1 should include enrollment capacity</li> <li>○ Chris Fowler led discussion on tracking graduates related to HRSA supply and demand projections. Betty Sims wanted to know if HRSA uses graduates or those who pass the NCLEX in their supply projections. Pam said they just use graduates. It was decided that we should not include these graphs, as the projections are not up-to-date.</li> </ul> </li> <li>• Faculty Demographics <ul style="list-style-type: none"> <li>○ Chris Fowler thought it would be interesting in the future to show the number of full and part time faculty over time, to see if we are moving toward more part time faculty. Lula Pelayo believes this may be so because of budget cuts in community colleges.</li> <li>○ Lisa Taylor – Figure 2 title should say “RN workforce” instead of “APRN workforce.”</li> </ul> </li> <li>• Program Characteristics <ul style="list-style-type: none"> <li>○ Patti Hamilton – On figure 2, add percentages to the bars on the graph.</li> <li>○ Chris Fowler – Add definition of “advanced placement”</li> <li>○ Gail Acuna - put a list online of which programs offer online content.</li> <li>○ Pam explained how TCNWS verifies programs’ content hours.</li> <li>○ Kathy Thomas - the national longitudinal study on simulation hours will be released soon.</li> </ul> </li> </ul>

- Jan Hooper – Figure 3 axis should say “high-fidelity simulation lab.”
- Jan Hooper – Page 6, TCNWS should check with the program that reported 3,550 hours.
- Student Demographics
  - Lula Pelayo – Figures 2 and 4 look very similar, might want to clarify the difference between the two.

Motion to approve 2013 RN NEPIS Reports made by Pearl Merritt, seconded by Gail Acuna. The motion carried.

Allison Dubin reviewed the 2013 APRN NEPIS reports. The advisory committee had the following comments and suggestions:

- Admissions, Enrollment, Graduation Report
  - Chris Fowler – the enrollment capacity should also be included in the APRN and VN reports.
  - Patti Hamilton – Table 2 should have one row with [offered # (offered %)] and one with [QANA # (QANA %)].
  - Gail Acuna wanted to know if TCNWS collects information on other MSN and doctorate nursing students. Pam said TCNWS only collects information on those who are getting an APRN certificate and DNPs, and they could add this breakdown to the reports.
  - Jennifer Cook – top left of page 2 needs a more descriptive title, since the text is about applicants who were not accepted to programs.
- Faculty Demographics
  - Jan Hooper wanted to know what percent of faculty were non-nursing. Allison said included faculty members have at least an RN license, because TCNWS matches the data with the RN licensure file.
- Program Characteristics
  - Chris Fowler thinks that “online” should be defined and pointed out that it should be made obvious that clinical experience must be taught face-to-face.
- Student Demographics
  - Jennifer Cook wanted to know if TCNWS gathers information on admissions requirements, which they do not.

Motion to approve 2013 APRN NEPIS Reports made by Lisa Taylor, seconded by Kathy Thomas. The motion carried.

Allison Dubin reviewed the 2013 RN to BSN NEPIS Report. The advisory committee had the following comments and suggestions:

- RN to BSN Report
  - Lula Pelayo would like to see how the number of RN to BSN programs across the state has changed over time. Pam pointed out that TCNWS can report the number of RN to BSN tracks but cannot track all of the online RN to BSN programs that might have students in Texas.
  - Jennifer Cook wanted to know if all of the students included in the report were from Texas. Pam said that in the future it should be clear in the survey that programs should report only students from Texas.
  - Pam raised the question of whether or not this report should be released. The consensus was that the report should be released with clarification in the first paragraph that the report might include out-

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	<p>of-state students and might not include all Texas students.</p> <p>Motion to approve 2013 RN to BSN NEPIS Reports made by Pearl Merritt, seconded by Betty Sims. The motion carried.</p> <p>Cate Campbell reviewed the 2013 VN NEPIS reports. The advisory committee had the following comments and suggestions:</p> <ul style="list-style-type: none"> <li>• Faculty Demographics             <ul style="list-style-type: none"> <li>○ Betty Sims - faculty age should be displayed in a pie chart.</li> </ul> </li> <li>• Program Characteristics             <ul style="list-style-type: none"> <li>○ Jennifer Cook would like to see the number of total VN programs and programs by type over time.</li> <li>○ Betty Sims – table 2 should be larger, like in the RN NEPIS report.</li> <li>○ Lula Pelayo would like to see the reasons that programs give why lack of clinical space is an issue.</li> <li>○ Lula Pelayo would like to see how many programs increased or decreased certain types of hours.</li> <li>○ Chris Fowler wants to know if ADN and LVN employment information could be tied to graduation information to see how employable graduates are. Pam said TCNWS would spend some time on this.</li> </ul> </li> </ul> <p>Motion to approve 2013 VN NEPIS Reports made by Betty Sims, seconded by Kathy Thomas. The motion carried.</p> <p>Jennifer Cook, Betty Sims, and Chris Fowler offered to look at the reports after edits are made.</p>
<p><b>7. Discussion and Approval of Advisory Committee Bylaws – Pam Lauer</b></p>	<p>Pam discussed the Advisory Committee Bylaws and Membership Roster:</p> <ul style="list-style-type: none"> <li>• Reviewed revisions to the Bylaws:             <ul style="list-style-type: none"> <li>○ Page 1 – change “agency” to “organization”</li> <li>○ Page 1, #8 – changed “RN” to “nurse”</li> <li>○ Page 2 – reworded information about vacant positions on the committee</li> <li>○ Page 4 – changed SHCC report from “annual” to “biennial” and changed wording of meetings and activities</li> </ul> </li> <li>• David Marshall proposed that “quorum” be changed to a majority of the current members</li> <li>• Gail Acuna suggested that, in the section about composition of the advisory committee, the language should specify that there should be a nurse executive. After some discussion, Kathy Thomas suggested that the wording stay broad.</li> <li>• Patti Hamilton pointed out that on the Membership Roster, Vicki Ragsdale should be changed to Leading Age Texas, since she represents LTC.</li> </ul> <p>Motion to approve Advisory Committee Bylaws made by Kathy Thomas, seconded by Rachel Hammon. The motion carried.</p>
<p><b>8. Committee Member Resignations and</b></p>	<p>Pam Lauer announced that there are currently three vacancies on the committee.</p> <ul style="list-style-type: none"> <li>• Susan McBride resigned, so the three vacancies are for an RN who represents an organization that represents nurses, an employer of nurses, and a nurse</li> </ul>

<p><b>New Appointments - Pam Lauer</b></p>	<p>researcher.</p> <ul style="list-style-type: none"> <li>• Susan McBride suggested Dr. Terry Jones for the nurse researcher position.             <ul style="list-style-type: none"> <li>○ Patti Hamilton and Gail Acuna seconded and thirded this suggestion.</li> </ul> </li> <li>• Pam Lauer asked the committee what type of employer and organization the committee wanted to add.             <ul style="list-style-type: none"> <li>○ Kathy Thomas suggested an APRN organization.</li> <li>○ Lisa Taylor said she could switch her membership from nurse educator to representative of CNAP, and then the committee could choose another nurse educator.</li> <li>○ Kathy Thomas suggested that the employer be involved in care coordination or tele-health, because these professions will become more important as healthcare reform takes effect.</li> <li>○ David Marshall suggested an employer in population health.</li> <li>○ Patti Hamilton suggested an educator with a DNP.</li> <li>○ Pam asked committee members to email her with suggestions about committee member nominations.</li> </ul> </li> </ul> <p>Motion to take Terry Jones’s nomination to the SHCC for approval made by Patti Hamilton, seconded by Gail Acuna. The motion carried.</p>
<p><b>9. Review and Approval of 2013 Home Health and Hospice Care Nurse Staffing Study - Amy Brown</b></p>	<p>Amy Brown reviewed the 2013 HHCNSS Report. The advisory committee had the following comments and suggestions:</p> <ul style="list-style-type: none"> <li>• Patti Hamilton - HHA, NA, and CNA should be defined early in the report</li> <li>• Patti Hamilton suggested that APRN be broken down by degree, but TCNWS did not collect this information.</li> <li>• Pearl Merritt - page 13, LVNs are two different colors in the two pie charts on this page</li> <li>• Chris Fowler - the colors of charts and graphs were not consistent between reports</li> <li>• Jennifer Cook - graphs and charts could use hash marks, since the colors don’t show when the reports are printed in black and white. Pam Lauer said a legend could be included within the pie slices to help with this.</li> <li>• Patti Hamilton would like to see more maps in the report.</li> <li>• Jennifer Cook - use consistent colors for nurse types in graphs and charts.</li> <li>• Chris Fowler would like to see a comparison of vacancy and turnover in other agencies and statewide.</li> <li>• David Marshall wondered if HHAs are nurses and if they should be included in “nurse type.” Pearl Merritt suggested that HHAs and NAs be combined, and Pam Lauer suggested using the term “nurse type” instead of “staff type.”</li> <li>• David Marshall pointed out that the text at the top of page 17 - a 14.3% turnover rate in the Gulf Coast region - does not match the data in figure 9.</li> <li>• Rachel Hammon brought up a BON statement that discourages the use of RNs with less than one year of experience in the home health setting.</li> <li>• Patti Hamilton - the recommendations should reflect 1) our purpose, and 2) the findings of the report.</li> <li>• Patti Hamilton - add presenteeism to the list of consequences of the nursing shortage.</li> <li>• The committee thinks that the taskforce should get back together to revise the recommendations. Rachel Hammon and Pearl Merritt would like to be</li> </ul>

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	<p>involved in this.</p> <ul style="list-style-type: none"> <li>• Betty Sims – add “look at soft skills of students” to first recommendation bullet.</li> <li>• Patti Hamilton – Aponto et al. in introduction, verify that quotes are accurate</li> <li>• Rachel Hammon’s organization should be changed to “The Texas Association for Home Care &amp; Hospice.”</li> </ul> <p>Motion to approve 2013 HHCNSS Report made by Patti Hamilton, seconded by Rachel Hammon. The motion carried.</p>
<p><b>10. Review and Approval of 2013 Texas Governmental Public Health Nurse Staffing Study – Allison Dubin</b></p>	<p>Allison Dubin reviewed the 2013 TGPHNSS Report. The advisory committee had the following comments and suggestions:</p> <ul style="list-style-type: none"> <li>• David Marshall – don’t make all of the recommendations contingent upon having a chief nurse <ul style="list-style-type: none"> <li>○ Pam Lauer – this recommendation did not come from the data, the taskforce should discuss this</li> </ul> </li> </ul> <p>Motion to approve 2013 HHCNSS Report made by Patti Hamilton, seconded by Jennifer Cook. The motion carried.</p>
<p><b>11. Discussion and Approval of 2011-2013 Biennial Report to the Statewide Health Coordinating Council – Pam Lauer</b></p>	<p>Pam Lauer discussed changes made to the 2011-2013 2011-2013 Biennial Report to the Statewide Health Coordinating Council:</p> <ul style="list-style-type: none"> <li>• Added HNSS and NEPIS reports published in 2012</li> </ul> <p>Motion to approve the 2011-2013 Biennial Report to the Statewide Health Coordinating Council made by Sally Harper Williams, seconded by Pearl Merritt. The motion carried.</p>
<p><b>12. Update from the TCNWS – Pam Lauer</b></p>	<p>Pam Lauer updated the committee on TCNWS’s recent activities</p> <ul style="list-style-type: none"> <li>• 2014 Hospital Nurse Staffing Study <ul style="list-style-type: none"> <li>○ Taskforce has met</li> <li>○ Materials are almost ready to be sent to print shop</li> <li>○ Report will be ready for review at the fall meeting</li> </ul> </li> <li>• 2014 Long Term Care Nurse Staffing Study <ul style="list-style-type: none"> <li>○ Taskforce has met</li> <li>○ Materials are almost ready to be sent to print shop</li> <li>○ Report will be ready for review at the fall meeting</li> </ul> </li> <li>• 2013 Demographics and Trends Report <ul style="list-style-type: none"> <li>○ Being revised</li> </ul> </li> <li>• HB 1023 – Matt Turner with HPRC has written recommendations to the legislature on addressing the mental health workforce shortage in Texas</li> </ul>
<p><b>13. Final Announcements and Public Comment</b></p>	<p>None.</p>
<p><b>13. Adjourn</b></p>	<p>Motion to adjourn made by Jennifer Cook, seconded by Patti Hamilton. The meeting adjourned at 3:00 pm.</p>