

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

Minutes of Meeting Held October 17, 2007  
10:00 am – 4:00 pm

University of Texas at Arlington  
School of Nursing  
411. S Nedderman Drive  
Pickard Hall, Room 549  
Arlington, Texas 76019

**Members Attending**

Alexia Green, PhD, RN, FAAN, Co-chair  
Patricia L. Starck, DSN, RN, FAAN, Co-Chair  
Joyce Batcheller, RN, MSN, CNA  
Donna Carlin, MSN, RN  
Marla Cottenoir, MSN, RN  
Kathryn Griffin, MSN, RN, CNA, BC  
Clair Jordan, MSN, RN  
Pearl E. Merritt, EdD, RN  
Jackolyn Morgan, MSN, RN  
Elizabeth Poster, PHD, RN, FAAN  
Carol Reineck, PhD, RN, FAAN, CCRN, CNA-BC  
Elizabeth Sjoberg, JD, RN  
Lisa Taylor, PhD, RN, CNS, FNP

**Members Absent**

Rachel Hammon, RN  
Robin Hayes, RN  
Susan McBride, PhD, RN  
Bob McPherson, MA  
Thalia Munoz, MS, RN  
Kathy Thomas, MN, RN

**Staff Present**

Aileen Kishi, PhD, RN, Program Director, TCNWS  
Arlette Ponder, MAHS, Program Specialist, TCNWS  
Suzanne Pickens, Program Specialist, TCNWS  
Pamela L. Wiebusch, Research & Stats Tech, TCNWS  
Bruce Gunn, PhD, Manager, HPRB  
Connie Turney, Program Director, SHCC

**Public Present**

Regina Martin, Legislative Budget Board

1. Welcome and Introductions	<p>Dr. Alexia Green called the meeting to order. She also thanked Dr. Elizabeth Poster, Dean of the School of Nursing at UT Arlington for hosting the Wednesday, October 17<sup>th</sup> TCNWS Advisory Committee meeting.</p> <p>All committee members, staff, and public present introduced themselves. Dr. Aileen Kishi made some administrative announcements regarding meeting materials and lunch orders.</p>
2. Establish Quorum and Approval of Excused Absences	<p><b>A motion was made by Ms. Elizabeth Sjoberg and seconded by Dr. Carol Reineck to approve requests for excused absences today from Ms. Rachel Hammon, Ms. Robin Hayes, Dr. Susan McBride, Mr. Bob McPherson, Ms. Thalia Munoz, and Ms. Kathy Thomas for the entire meeting. The motion carried.</b></p>
Quorum Attained	<p>A quorum of members was present; hence the committee was able to take actions at this meeting.</p>
3. Review of October 17, 2007 agenda	<p>The agenda was reviewed and no changes were made. The meeting moved forward with the agenda as is.</p>
4. Approval of Minutes for July 17 Meeting	<p>The minutes from the July 17, 2007 meeting were reviewed. No changes were made.</p> <p><b>A motion was made by Dr. Carol Reineck and seconded by Ms. Marla Cottenoir to adopt the minutes of the July 17, 2007 meeting. The motion carried.</b></p> <p>Ms. Elizabeth Sjoberg asked for clarification regarding a statement made by Ms. Katherine Thomas about the Texas Hospital Association. Dr. Aileen Kishi clarified what was said and how it came up. Ms. Sjoberg just wanted to clarify that that was not a statement made by the Texas Hospital Association although it may have been made by members of the Texas Hospital Association.</p>
5. Update report from the Statewide Health Coordinating Council (SHCC)	<p>Ms. Connie Turney, Project Director for the SHCC, gave an update on what has happened since the 2007-2008 update process in terms of the recommendations, the legislative session, a revised work plan for 2007-2008 that will be presented to the SHCC at the Thursday, October 18, 2007 meeting, as well as the future of the SHCC.</p> <p>In terms of what happened since the 07-08 update, recommendations were asked for and submitted by the TCNWSAC, but at the last minute were pulled from the State Health Plan Update. It was published sans recommendations. The recommendations took another life. They were put in the policy arena. The governor's office legislative agenda definitely reflects the recommendations, and they are part of the Long Term Strategic Plan for Health Workforce in Texas.</p> <p>In past years, following the publication of the health plan update, the SHCC presented its recommendations to the legislature and the governor's office. However, that role has now shifted to the Healthcare Policy Council.</p> <p>In terms of major bills, the Minimum Data Set recommended by the SHCC about 7 years ago finally passed this past session.</p> <p>2007-2008 calendar year work plan: SHCC will continue to provide direction and oversight to the Texas Center for Nursing Workforce Studies</p>

	<p>and the Health Professions Resource Center.</p> <p>The State Health Plan this time is going to be more like a policy brief or white paper. A major focus of the SHCC will be the use of simulation to increase recruitment and retention of healthcare professionals throughout the state. Another focus will be on what can be done to increase the number of healthcare professionals and increase the skill level through the use of simulation labs to train interdisciplinary teams.</p> <p>Two groups now have the charge to do strategic workforce planning for the state: the SHCC and the Health Care Policy Council (HCPC), and it seems it is moving more toward the Health Care Policy Council.</p> <p>As far as what the SHCC wants to do, it will also support the HCPC in the collection of workforce data in the development of state level supply and demand models of all healthcare providers. What would it take to apply the nursing model to other professions?</p> <p>There was discussion of the SHCC's future and the role the SHCC would play without the policy level. Dr. Raimer has appointed a work group who will compile a document with recommendations to be given to the Governor's office.</p> <p>Ms. Clair Jordan asked if the TCNWS advisory committee will need to develop an additional proposal in the event that they do not agree with the SHCC's.</p> <p>Ms. Turney replied that doing so may be appropriate.</p> <p>Ms. Batcheller asked how mental health transformation connects back into what the center is trying to do. There was a lengthy discussion regarding the mental health workforce and the work that needs to be done. The advisory committee members brought up and discussed various initiatives that are dealing with the mental health workforce such as the Blue Ribbon Mental Health Committee and the Annapolis Coalition.</p> <p>A result of the discussion was to have an informal group consisting of Dr. Elizabeth Poster, Ms. Kathy Griffin, and Ms. Clair Jordan take a look what is going on with mental health in Texas and if there is anything that the TCNWS should approach.</p>
<p><b>6.</b>Update on the Regional Center for Health Workforce Studies (RCHWS) at the Center for Health Economics and Policy (CHEP)</p>	<p>Dr. Carol Reineck gave an update on the "Health and Nurses in Texas – In Their Own Words: 2006 Survey of Texas Registered Nurses." The Survey of Texas Registered Nurses has been administered in all the even years since 2000. It has been funded by a grant that has now expired. There was hope that the grant would be renewed, but the HRSA funding has been slashed and shattered.</p> <p>The Texas Nurses Association (TNA) provided last minute funding in 2006. That year the CHEP took the Survey of Texas Registered Nurses online, which had previously only been made available as a paper survey sent out through U.S. Mail. A random sample was taken from a listing of RNs provided by the BON, and postcards were then sent to those in the sample informing them to go online and fill out the survey. The response rate was very low in 2006. There was question about whether there would be enough respondents in order for it to be a meaningful project, so they asked the TNA if they could provide more nurses to reach out to take the survey. The TNA provided 11,000 e-mail addresses to send the survey to. The response rate for the initial group of nurses who were invited to take the survey was 10 percent. The second group of nurses who were</p>

	<p>prompted to take the survey also had a 10 percent response rate. The CHEP’s track record was closer to the 33 percent response rate. There are three reasons suspected for the low response rate: lack of familiarity with online surveys, the administration of the survey was very late in 2006 (holiday season), and RNs may not have felt comfortable filling it out because it was during the period in which labor unions started coming into the San Antonio and Austin areas.</p> <p>Since 2006, the funding is no longer available and the personnel have scattered. All of the workers have all been out placed.</p> <p>There was discussion among members regarding the future of the survey and what consequences could come from other entities taking it over. There was discussion about the TCNWS taking over the CHEP study and what it would cost to do so. There was mention of seeking grants to fund the study.</p>
<p><b>7. Update on Nursing Education Report: Demographics and Trends in Professional Nursing Programs</b></p>	<p>Dr. Aileen Kishi gave an update on the “Nursing Education Report: Demographics and Trends in Professional Nursing Programs.” She thanked the subcommittee for taking the time to provide feedback on the report.</p> <p>Dr. Kishi discussed the revisions that had been made since the report went out to the committee starting with changes made in the executive summary.</p> <p>There were some editorial changes. The committee decided to delete the faculty to student ratio number because of the confusion it might cause. Instead they decided to use a maximum number of students that could be enrolled if all budgeted faculty positions were filled. A full explanation behind the number will be in the body of the report.</p> <p>There was discussion about reasons for not admitting qualified applicants and whether the reasons are listed in order of frequency.</p> <p>There was discussion about the accuracy of “Lack of clinical space.”</p> <p>Ms. Donna Carlin asked if it would be possible to differentiate between ADN and LVN to ADN programs.</p> <p><b>A motion was made by Dr. Elizabeth Poster and seconded by Ms. Marla Cottenoir to accept the Nursing Education Report with the discussed changes. The motion carried.</b></p>
<p><b>8. Update on the Hospital Nurse Staffing Survey</b></p>	<p>Ms. Arlette Ponder gave an update on the Hospital Nurse Staffing Survey. She informed members that the staff had decided that it was important to shorten the survey tool. This was done by deleting individual questions that did not have a high response rate and by deleting questions that otherwise the data did not show to be very useful. In matrix style questions (specifically the tables dealing with vacancy and turnover) work areas in which less than one hundred hospitals responded were deleted. In questions that were composed of long lists, it seemed appropriate to keep only the top six or seven variables with the highest response rates.</p> <p>Additionally, questions that the Hospital Subcommittee thought would be very important to ask were added such as questions regarding staffing plans, as well as the Expansion of Beds Survey which was previously administered as an optional section in the Annual Hospital Survey. A question on lowest and highest hourly rates for nurses in hospitals settings was also added.</p>

	<p>Dr. Liz Poster asked if even one third answered the question was it still grounds for deletion?</p> <p>Ms. Ponder responded that questions with very low response rates (missing values) were deleted. However, questions with low response rates that were deemed important were kept anyway.</p> <p>The purpose of shortening the survey tool was to increase the response rate, which was at about 53 percent in 2006.</p> <p>Additional changes regarding the Hospital Nurse Staffing Survey include that the survey will be done in house using Question Pro, an online surveying program.</p> <p>Ms. Elizabeth Sjoberg asked Dr. Aileen Kishi if she had received the request from Mr. Tony Gilman regarding his interest in including questions on the cost of orientation and the cost of recruitment.</p> <p>It was commented that the cost of orientation is dependent upon several factors such as prior experience, the length of the orientation program, and the personal philosophy of the hospitals.</p> <p>Ms. Clair Jordan commented that the national data usually asks for the cost of replacement and those values are already out there.</p> <p>Ms. Joyce Batcheller added that Seton invested in an 18 week program that costs more but that has had a significant effect on turnover in the first and second year. The cost to retain staff is worth it in order to stop having to recruit new nurses.</p> <p>Dr. Carol Reineck mentioned that the December 2005 issue of the Journal of Nursing Administration ran a two part series on the cost of turnover. It detailed the cost nationwide of recruitment, advertising, and recruitment cost which might be a better way to get the information. She will send the article to Dr. Aileen Kishi for distribution.</p> <p>Dr. Elizabeth Poster had a comment regarding the Expansion of Beds. She asked what happens in situations such as Mansfield, where there are new hospitals opening, how do we get information regarding expansion of beds in new hospitals systems?</p> <p>Dr. Kishi responded that the Hospital Licensing department has not been able to provide TCNWS with the names and addresses of new hospitals that will be opening in the future. They can only provide hospitals that are licensed by DSHS. TCNWS has been trying to find out how to get information about future new hospitals but without any success.</p> <p>Dr. Alexia Green added that it is significant, especially in areas like the Hill Country where ten new hospitals are opening.</p> <p>Ms. Elizabeth Sjoberg mentioned that the issue is that there may be hospitals in the pipeline and those that want to expand but now face a problem because the Center for Medicare and Medicaid Services(CMS) will no longer allow Department of State Health Services (DSHS) to administer the initial provider certification survey until the DSHS surveyors under CMS contract have completed all the requirements of tiers one, two, and three. Right now there are some nine hospitals that are waiting to get their Medicare certification, and they are not going to get it. Hospitals are in the process of being built, but they need a license from DSHS and Medicare certification to be paid. The data from this survey may be a little different because the hospitals will be on hold.</p> <p>Dr. Bruce Gunn added that any new hospital beds will be picked up in the Annual Hospital Survey.</p>
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	<p>Dr. Patricia Starck commented that she heard Dennis O’Leary speak and he said 35% to 61% of nurses leave their position after the first year. He seemed to draw the conclusion that that meant leave nursing, but do they or do they go down the street and get another sign on bonus because they then have experience. Is there any data on what happens to people after they leave a position?</p> <p>Dr. Reineck mentioned that there is a little information on that in the CHEP report.</p> <p>The CHEP study reports that 82% of respondents plan to continue to work in nursing.</p> <p>The issue was further discussed, and it was suggested that it is not something that belongs in the Hospital Nurse Staffing Survey.</p> <p>Ms. Donna Carlin asked whether more specific information is needed regarding what ways hospitals provide financial assistance to local colleges and universities to increase student enrollment</p> <p>It was decided to add the following questions to the survey:</p> <p style="padding-left: 40px;">Q6b: If yes, how much did the hospital contribute?</p> <p>and</p> <p style="padding-left: 40px;">Q6c: What ways are you providing in-kind financial support to colleges and universities to increase student enrollment?</p> <p><b>A motion was made by Dr. Pearl Merritt and seconded by Ms. Donna Carlin to approve the survey tool with changes. The motion carried.</b></p>
<p><b>9. Progress Report on the Nurse Staffing Project with Long Term Care Facilities</b></p>	<p>Ms. Suzanne Pickens gave an update to the committee regarding the Nurse Staffing Project with Long Term Care (LTC) Facilities.</p> <p>She discussed what happened at the two Long Term Care task force meetings:</p> <p>At the first meeting, they considered if it was feasible to use existing data. However, it proved not to be sufficient. Some data were too old, there was not any data on some issues, and other data just were not representative of Texas. Based on that, the task force decided to design and implement a survey.</p> <p>They addressed what long term care means. They decided to focus on facilities that provide a certain level of skilled nursing care.</p> <p>They used the National Nursing Home Survey as a model and also drew on other states’ surveys to draft a survey tool that would really reflect the input of LTC stakeholders in Texas.</p> <p>They also addressed the low response rate for these surveys and added a special topic to their agenda on marketing efforts. Flyers and postcards are going to be distributed at the Texas Health Care Association (THCA) conference in Houston and at Texas Association of Homes and Services for the Aging (TAHSA) meetings to let people know that the survey is coming.</p> <p>Additionally, it was brought to their attention that the Department of Aging and Disability (DADs) regulatory group has the ability to send out email alerts that would direct people to the TCNWS website.</p> <p>Ms. Elizabeth Sjoberg commented that it is important that everyone know the information will be secure and confidential as they may be hesitant if the email comes from DADs.</p> <p>Ms. Joyce Batcheller suggested that maybe there should be some kind of</p>

	<p>incentive to get people to take the survey.</p> <p>Dr. Pearl Merritt commented on the issue of the Medicare Reimbursement Rate.</p> <p>Ms. Suzanne Pickens mentioned that a review by the governor's office will be added to the project timeline.</p>
<p><b>10.</b> Update on Nursing Education Report: Demographics and Trends in Vocational Nursing Programs</p>	<p>Ms. Arlette Ponder gave an update on the Nursing Education Report: Demographics and Trends in Vocational Nursing. She provided a summary of findings from the survey data. Ms. Ponder mentioned that staff went through the hard copies of the survey to verify information and had the Board of Nursing contact schools for clarification on some questions/answers that TCNWS staff has. Most of the VN schools answered every single question; however, it may be appropriate to change some survey questions in future versions of this survey in order for them to be applicable to VN programs.</p> <p>Dr. Alexia Green asked about adding a question on what kind of institution it is – public or private.</p> <p>Ms. Donna Carlin asked where this information will go.</p> <p>Dr. Aileen Kishi replied that there is an extensive process involved in putting the reports together before they ever make it to the advisory committee. It may be possible that the completed product will be available by the next advisory committee meeting for possible action.</p> <p>There was some discussion among committee members about high schools wanting to graduate students to take the LVN licensing exam, dual enrollment programs where LVNs are employed after graduation, and how many of these students go on to get associate degrees.</p> <p>Ms. Ponder added that from the RN and VN databases we can gather information regarding how many LVNs go on to become RNs and what their highest degree is.</p> <p>Ms. Donna Carlin added that it would be helpful to know how long programs are and whether those programs that are longer are public or private.</p>
<p><b>11.</b> Update on the Expansion of Beds Survey</p>	<p>Ms. Arlette Ponder updated the Advisory Committee on the Expansion of Beds. A hard copy of her update was provided. Due to time constraints, she directed the committee to read her update and only commented that the response rate dropped to 9% in 2007. She mentioned that the TCNWS is looking forward to moving the Expansion of Beds from the Annual Hospital Survey to the Hospital Nurse Staffing Survey.</p>
<p><b>12.</b> Progress Report on the Nursing Educational Program Information Survey (NEPIS)</p>	<p>Ms. Suzanne Pickens updated the Advisory Committee on what was previously the Board of Nursing's (BON) Annual report, which was been renamed the Nursing Educational Program Information Survey (NEPIS).</p>
<p><b>13.</b> Progress Report on FY06 Fiscal Report.</p>	<p>Dr. Bruce Gunn gave an update on the FY06 Fiscal Report to the Board of Nursing. He spoke about Senate Bill 29 regarding the Minimum Data Set and the new information fields that will be available as a result.</p> <p>He mentioned that in the 78<sup>th</sup> session HB 3126 established the TCNWSAC and the HPRC. In 2004 the center received \$230,887 in funds and in 2005 it received \$234,943. Since 2006 the center should have received an additional \$100,000 per year but it did not. Instead that money went into a</p>

	<p>DSHS General Revenue (GR) fund and from there was given to the center. He discussed ideas from Ms. Kathy Thomas regarding how to get that money directly to the center instead of through DSHS GR. He briefly mentioned how the funds are used in the center. A detailed breakdown was available in a copy of the Fiscal Report to the Board of Nursing, which was made available in the meeting materials.</p>
14. Update on the TCNWS Brochure	<p>Ms. Pamela L. Wiebusch presented the TCNWS brochure with the slight changes made since the July 2007 TCNWS Advisory Committee. There was discussion regarding how to make the enrollment and graduation numbers more understandable to people. The committee decided it would be best to have two graphs: one that shows graduation numbers, and one that shows enrollment trends so that the percentage increase in enrollment would be visible and therefore, make a positive statement.</p> <p><b>A motion was made by Ms. Jackolyn Morgan and seconded by Dr. Pearl Merritt to accept the brochure with changes. The motion carried.</b></p>
15. Announcements	<p>Dr. Patricia Starck made announcements regarding accomplishments of committee members and staff.</p> <p>Dr. Carol Reineck will be inducted into the Academy of Nursing as a new fellow.</p> <p>Drs. Alexia Green and Aileen Kishi presented at the Taking the Long View Conference in San Francisco. They also submitted an article based on their presentation that will be considered for the May 2008 issue of Policy, Politics, and Nursing Practice. Ms. Marla Cottenoir also attended the conference.</p> <p>Certificates of Appreciation were handed out to committee members who did not get theirs previously: Ms Joyce Batcheller, Dr. Carol Reineck, and Dr. Pearl Merritt.</p> <p>Drs. Alexia Green and Elizabeth Poster's video production, "State of Tomorrow" which aired on PBS regarding the nursing shortage, received an American Academy of Nursing Award.</p> <p>Dr. Aileen Kishi spoke briefly about the Nursing Innovations Forum held in August at the University of Texas Health Science Center in Houston. She mentioned a grant funded model using role models and preceptors and how it worked out and the discussion that took place.</p> <p>Dr. Alexia Green added that Renee Schumann published an article co-jointly with Texas Tech about the model that was used.</p> <p>A brief discussion followed among committee members about the model as well as other models that are being used across the state, the cost of these models, as well as the benefits of implementing such models.</p>
16. Public Comment	There was no public comment.
17. Future Meeting Dates for TCNWSAC	<p>February 6, 2008</p> <p>May 07, 2008</p> <p>July 16, 2008</p> <p>September 10, 2008</p>
18. Agenda Items for February 6,	- Discuss and approve 2006 Vocational Nursing Educational Programs Report

2008 Meeting	<ul style="list-style-type: none"> <li>- Hospital Nurse Staffing Survey progress report</li> <li>- Nurse Staffing in Long Term Care progress report</li> <li>- NEPIS progress report</li> <li>- Updates from the Texas Higher Education Coordinating Board, Health Professions Resource Center, Tony Gilman at the Governor's Office, Dr. Elizabeth Poster regarding mental health</li> </ul>
19. Adjourn	<p>Dr. Patricia Starck adjourned the meeting at 2:45 pm. <b>A motion to adjourn was made by Ms. Jackoyln Morgan and seconded by Ms. Marla Cottenoir.</b> The motion carried.</p>