



Illinois Department of Financial and Professional Regulation
Division of Professional Regulation

PAT QUINN
 Governor

MANUEL FLORES
 Acting Secretary

JAY STEWART
 Director
 Division of Professional Regulation

MINUTES

ADVISORY BOARD FOR THE ILLINOIS CENTER FOR NURSING MEETING

10:00 AM, Wednesday, September 10, 2014

Location:

JR Thompson Center
 Division of Professional Regulation
 100 W. Randolph Street
 9th Floor, Room #9-375
 Chicago, Illinois
 And
 320 W. Washington Street, #258
 Springfield, Illinois

ATTENDANCE

ICN Board Members Present:
 Donna Hartweg, Chairperson
 Maureen Shekleton, Vice-Chairperson
 Julie Bracken
 Corinne Haviley
 Carmen Hovanec
 Mary Lebold
 Donna Meyer
 Marsha Prater
 Deborah Terrell

Excused Absence: Janet Krejci (phone participation)
 Kathleen Delaney

Guests:

Springfield: Illinois Board of Higher Education (IBHE): Karen Helland; Karen Kelly, ANA-IL, SIUE Faculty
 Chicago: Michele Bromberg, IDFPR Nursing Coordinator
 ICN Staff: Chicago: LBRoberts

Topic	Discussion	Action
Call to Order, Declaration of Quorum	Chair D. Hartweg called meeting called to order at 10:07am	Quorum present
Consent Agenda	Approval of Consent Agenda: M/S/V: M. Prater move, M. Shekleton second	Approved
Reports	Chairperson's report (attached) a. Suggest annual Illinois Center for Nursing (ICN) report completion for February ICN board meeting Manager's report (attached) a. Review Open Meetings Act (5 ILCS 120/1.05) and Public Act 096-0543, Gubernatorial Boards and Commissions Act	Approve: A minimum of 6

	<p>096-0543, Gubernatorial Boards and Commissions Act</p> <p>b. Review Fiscal Year 2016 Board meeting dates and locations: discussion: number of meetings per year, use of videoconference Chicago-Springfield, consider one or two face-to-face meetings per year, consensus to October meeting in Chicago, and April meeting in Springfield M/S/V: C Hovanec move, C. Haviley second</p> <p>c. Components of the IDFP Board Travel Reimbursement form reviewed, compliance facilitates processing and payment</p>	<p>minimum of 6 meetings/year, the majority of meetings to be held by videoconference. FY2016 dates: 09-09-2015 10-14-2015 12-09-2015 02-10-2016 04-13-2016 06-08-2016</p>
<p>Special Reports and Discussion</p>	<p>Illinois Board of Higher Education, Karen Helland, Senior Associate Director of Policy. Discussion: IBHE Nursing Expansion and Improvement grants:</p> <ol style="list-style-type: none"> a. Review statute criteria for both expansion and improvement grants, including all applicants are blinded and reviewed by an external evaluator, projects must align with state goals. b. Decreased funding since initial annual grants awarded in FY2007, current funding \$425,000 appropriated c. Grant period is 12 months, which at times has limited a robust project evaluation, suggest 16, 22, 24 month periods for projects d. Academic progression project, collaboration among schools, expanding opportunity in an innovative way, competency based, seamless progression – IBHE will review rules 	
<p>Old Business Strategic Planning</p>	<p><u>Strategic Planning Workgroup Reports</u> <u>Data:</u> J. Bracken (see attached report)</p> <ol style="list-style-type: none"> 1) Data sharing agreement with consultant pending 2) LPN workforce survey: draft #2 review continues. <ol style="list-style-type: none"> i. Suggestions for distribution of information about availability of survey with LPN on-line licensure renewal: article Nursing Voice, which is only distributed to RNs to encourage LPN coworker participation, organizations that employ LPNs or supervise LPNs <p><u>Partnerships:</u> Chair: M. Shekleton</p> <ol style="list-style-type: none"> 1) Building the Healthcare Workforce for the Future, meeting planned for September 29, 2014, organization priority. <ol style="list-style-type: none"> i. Venue secured, Bilandic Building, 150 N. LaSalle Street, Chicago, other arrangements continue ii. Morning keynote, Health Resources Services Administration (HRSA) CAPT Hatot – Healthcare Workforce of the Future, HRSA Vision iii. Interprofessional collaboration, diversity are Robert Wood Johnson Foundation (RWJF) and State of IL priorities, and are the focus of the afternoon keynote, Dr. Lumpkin iv. Facilitators and panelists for the reactor panels have been recruited, representing business, consumer organizations, education, employers v. Targeted contacts to invite to the meeting, responses primarily from organizations that ICN has worked with, ICN 	

	<p>Board to contact additional organizations, including workgroups focusing healthcare workforce</p> <p><u>Public Relations/Marketing</u>: Chair: C. Hovanec</p> <ol style="list-style-type: none"> 1) Have reviewed all state workforce center websites 2) Brochure: will explore opportunity to work with Illinois Healthcare Action Coalition (IHAC) PR consultant in the initial brochure development <p><u>Resources</u> : Chair: D. Terrell</p> <ol style="list-style-type: none"> 1) Appropriation \$300,000 for FY2015; brief review of pending costs for projects <p><u>Advisory Organizations</u></p> <ol style="list-style-type: none"> 1) Illinois Healthcare Action Coalition: S. Swart/ANA-IL and RWJF State Implementation Program (SIP) Grant Primary Investigator <ol style="list-style-type: none"> i. Practice: are still collecting responses to the APN survey, which will probably remain open until end of October, goal 30% return ii. Leadership: S. Rangel/Illinois Organization of Nurse Leaders (IONL): working on a business plan to sustain the leadership project, the product is built by grant funds and will have to move to another entity; will need maintain compliance with RWJF mission and vision. At the end of IHAC grant period will need to transition project to IONL. iii. Diversity: LBRoberts: successful meeting 8/27/14, in partnership with IL Hispanic Nurses Association, AARP-IL, EverThrive IL, RWJF Diversity Consultant Barbara Nichols – focus leadership development, community outreach to encourage ACA enrollment beginning 11/15/14, mentoring and support of participating organizations (see flyer) iv. Education: LBRoberts: Workgroup is continuing to assess variations in standardized nursing curriculum along with IAI courses v. Jonas Scholar: Rush University student: she attended the 8/27/14 meeting, reviewed possible projects with IHAC SIP grant 2) ANA-IL annual meeting October 25, 2014, Pam Cipriano, ANA President will keynote 	
<p>New Business</p>	<p><u>Election of ICN Chairperson and Vice-Chairperson</u></p> <p>Review of statute, elections are annual; discuss upcoming projects including meeting 9/29/14, consider one time variance to elect officers in October 2014 during the next ICN Board meeting. M/S/V: M. Lebold move, J. Banovic second</p> <p>Discussion: vice chairperson should be a strong candidate for the Chairperson role</p> <p>Nominations for chair: Maureen Shekleton Nominations for vice-chair: Donna Meyer Close nominations: M/S/V: M. Lebold move, C. Haviley second</p> <p>Other: Operational policy, D. Hartweg, D. Meyer, M. Prater to develop policy for ICN Board; to be presented December 2014 ICN</p>	<p>Approve: to support a one-time variance to elect ICN officers in October 2014.</p> <p>Approve: nominations closed</p>

	Board meeting.	
Adjournment	Meeting adjourned at 1:40 pm, M/S/V: M. Prater move, C. Haviley second	Approved
Next meeting	Wednesday, October 8, 2014	
Appendix #A	Chairperson's Report, Manager's Report	
Appendix #B	August 27, 2014 meeting	
Appendix #C	Minutes from ICN BOD Strategic Planning Workgroup meetings	

The Illinois Center for Nursing (ICN) was established in 2006 to advocate for appropriate nursing resources necessary to meet the healthcare needs of the citizens of Illinois. ICN is working with industry professionals and educational institutions to ensure that Illinois has a nursing workforce necessary to meet the demands of a growing and aging population. ICN Website: <http://nursing.illinois.gov>

Members of the ICN Board of Directors:

Julie Bracken, Evergreen Park, IL; Kathleen Delaney, Evanston, IL; Corinne Haviley, Winfield, IL; Carmen C. Hovanec, Chicago, IL; Donna Hartweg, Bloomington, IL; Janet Krejci, Bloomington, IL; Mary Lebold, Chicago, IL; Donna Meyer, Edwardsville, IL; Marsha Prater, Springfield, IL; Maureen Shekleton, Glen Ellyn, IL; Deborah Terrell, Flossmoor, IL.

The Illinois State Healthcare Action Coalition was (IHAC) www.illinoisshac.com convened to advance *The Future of Nursing: Campaign for Action™*, a collaboration created by the Robert Wood Johnson Foundation and the AARP Foundation <http://championnursing.org/>.



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Illinois Center for Nursing Minutes September 10, 2014 Appendix #A
Illinois Center for Nursing Strategic Planning Committee Minutes Format
 Illinois Center for Nursing Manager's Report
 Linda B. Roberts, MSN, RN, ICN Manager
 September 10, 2014

Item of Business	Time Allotted	Strategy	Discussion	Action	Responsible Party	Deadline
Old Business Data		Assessment of data needs LPN workforce survey		8/14: Draft LPN workforce survey compiled and distributed ICN BOD Date Workgroup. The LPN workforce survey to be finalized by the ICN BOD Data Workgroup	LBRoberts	October 3, 2014
Old Business Data		Interpret data 2014 RN Workforce survey results		Finalize data sharing agreement for initial analysis of data collected during 2014 RN on-line licensure renewal (IDFPR GC)	LBRoberts	September 2014
Old Business Partnership		Build key strategic partnerships Invitational conference 9/29/14		Invite and Confirm Reactor panelists after morning and afternoon keynote speakers Create body of email message to accompany ICN invitation to one individual per organization, distribute invitations by email Continue to identify and send invitations to targeted	LBRoberts	September 2014

Old Business Partnership	Build key strategic partnerships IWIB Healthcare Workforce Working Groups #4 & 5	Secure meeting room and other arrangements to support the conference March-September 2014, most meetings by conference call. ICN participated in workgroups focus workforce shortages.	LBRoberts	September 2014 final report is due
Old Business Partnership	Build key strategic partnerships Chicago AHEC	Area Health Education Center, Chicago is one of 4 federally funded regional centers, partner on revision of nursing portions of the education resource document that is used with K-20 students.		
Old Business Resources	Utilize existing state funds & seek additional non-state resources	Appropriation for FY2015 \$300,000	LBRoberts	FY2015
Old Business Resources	Utilize existing state funds & seek additional non-state resources	IDPH – Center for Rural Health: administers nursing scholarships funded by the IDFP Nursing Dedicated Fund- funding of scholarships continues, communicate with IDPH Manager of Health Resources Section	LBRoberts	Fall 2014
Old Business PR/Marketing	Increase visibility and communicate value of ICN	June 2014: IBHE Nse Educator Fellows awards ceremony posted on ICN website & distributed IBHE Friday mailing Articles accepted <i>Nursing Voice</i> : which is distributed quarterly to all 170,000 Illinois RNs by ANA-IL: 7/15/14: Nursing Workforce Survey 7/15/14: ICN Strategic Planning Update 7/15/14: IBHE Nse Educator Fellows awards ceremony ICN Brochure – general audience	LBRoberts	Nursing Voice: 7/15/14 Next deadline: 10/15/14 ?2014?
Old Business PR/Marketing	Increase visibility and communicate value of ICN		LBRoberts	



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To: Illinois Center for Nursing Advisory Board
From: Donna Hartweg
Re: Chairperson Report for September meeting
Date: September 10, 2014

Illinois Center for Nursing Minutes September 10, 2014 Appendix #A

Since the September, 2013 meeting, the ICN has engaged in a strategic planning initiative necessary to fully implement its statutory mandate: "to address issues of supply and demand in the nursing profession". Accomplishments over the past year include clarity of ICN's purpose as a state of the art workforce center as well as initial strategies to accomplish the mission and goals.

Since the June meeting ably chaired by Maureen Shekleton, all task forces have been engaged in developing and implementing strategies for FY15. All chairs have moved their agendas forward, as evident in their meeting reports. Examples include the completed RN survey with related proposal for analysis, partnership activities led and or attended by Linda Roberts and others and partnership planning for the summit on September 29th. The Resources taskforce continues to increase our understanding of resource allocation and procurement processes for state government. The Public Relations taskforce continues to review its strategies, in lieu of state changes in the website and access to resources for print materials. I want to formally thank all chairs, and especially Linda Roberts for her tireless and effective work to address these new initiatives and to increase our collaboration across governmental and non-governmental agencies.

Considerations for new fiscal year:

- 1) Efficient and effective use of FY15 ICN appropriations: The appropriations were decreased from \$500,000 in FY14 to \$300,000 in FY15. This decrease in part is resultant from unspent appropriations. With new workforce data, strategies of taskforces, how best shall this money be spent?
- 2) Increase communication with state agencies on all nursing grants, scholarships, fellowships in lieu of emerging workforce data and projections. We will use the next two meetings to focus on collaboration with the Illinois Board of Higher Education on two programs, the Nursing School Expansion and Improvement Grants and the Nurse Educator Fellowships. Hopefully, the December meeting can include a report from the Illinois Department of Public Health on review of general nursing scholarships.

Necessary tasks for consideration for effective functioning:

- 1) Creation of operational policies (per statute) for the Illinois Center, including process for nomination and election of officers, terms of office, and other rules to facilitate the Board's work: committees (as needed), processes for review of such policies, reports to the General Assembly.
- 2) Continue development of a schedule for partnership reporting at meetings, including governmental and non-governmental groups. This includes development of a formal calendar for the year.
- 3) Formalize annual outcome reports from strategic planning task forces, with new tactics, budgets, membership, and timelines set for year:

Recommendation for FY15 Strategic Planning taskforces:

I propose the Feb. 2015 meeting be slated for annual reports by each task force, including achievements, evaluation of strategies, and recommendations for modification of strategies, if any.

FUTURE OF NURSING™

Campaign for Action

BRIDGING THE DIVERSITY GAP:
NURSES LEADING CHANGE, ADVANCING HEALTH

Wed., August 27, 2014
12:30 P.M. - 4:30 P.M.

MacNeal Hospital

328 South Oak Park Hospital
Angie SKALLA Center
Berwyn, IL 60402

Parking and directions:
[http://www.macneal.com/
Locations/parking.aspx](http://www.macneal.com/Locations/parking.aspx)

Main Phone: (708) 783-9100

Meeting sponsors:

Illinois Healthcare Action Coalition (IHAC), an affiliate of the Center to Champion Nursing in America (CCNA) and the Illinois Hispanic Nurses Association (IHNA), chapter National Association of Hispanic Nurses



National Keynote:

Barbara Nichols, MS, RN, FAAN, RWJF
Center to Champion Nursing in America
(CCNA) Diversity Consultant

Presentation: Diversity and the Global
Nursing Workforce

**Welcome: Jay Stewart, Director of the
Division of Professional Regulation,
Illinois Department of Financial and
Professional Regulation**

Local Roundtable to begin with a podium
presented at the National Association of
Hispanic Nurses on the IHNA and IL-AARP
Collaboration creating the ACA Educational
Outreach Program in local communities,
which successfully reached members of the
Hispanics community.

- Susana Gonzalez, MHA, MSN, RN, CNML,
IHNA President
- Carmenza Millan, Associate State Director,
Advocacy and Outreach, AARP Illinois
- Wanda Monterrubio BSN, RN,
Secretary IHNA
- Pam Robbins, MSN, RN, ANA-Illinois

Round table discussion to continue with
invited participants and EverThrive Illinois,
formerly the Illinois Maternal and Child Health
Coalition, one of their current initiatives is
"Connecting Communities to Coverage"
regional meetings to continue outreach.

www.CampaignforAction.org



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APPENDIX #C
THE ILLINOIS CENTER FOR NURSING ADVISORY BOARD MEETING
Wednesday, September 10, 2014

Appendix #C	Notes from ICN Strategic Planning/Objective Workgroups Workgroup notes are in chronological order and are listed based on the date the meeting was held		
Partnership	July 29, 2014		
Data	September 2, 2014		
PR/Marketing			
Resources	July 31, 2014		

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Illinois Center for Nursing (ICN) Partnership Work Group Meeting 7/29/14

Present: Michele Bromberg, Donna Meyer, Melinda Noonan, Maureen Shekleton, Linda B. Roberts

Status of plans for Monday, September 29, 2014

Venue: Bilandic Center, 160 N. LaSalle Street, Chicago, IL (just north of Randolph on La Salle street)

- This venue is within walking distance of most state offices
- Reservations include theater-style auditorium, 2 breakout rooms with chairs and long tables and a kitchen area

thank you to MBNoonan, LBRoberts for obtaining information on multiple possible meeting sites

Status of speakers:

- Morning keynote: Health Resources and Services Administration (HRSA) representative, Dr. Marcia K. Brand, not available, she has recommended: Mary Beth Bigley, DrPH, MSN, APRN; Director, Division of Nursing and Public Health, Bureau of Health Workforce, HRSA. Final confirmation is pending Dr. Bigley's travel approval. Keynote presentation: HRSA's powerpoint: A Vision for the Healthcare Workforce for the Future. (MShekleton)
- Follow with reactor panel re what is happening in Illinois with focus on ICN activities: Reactor panel #1/morning panel: (Name in red indicates this person has agreed to contact the speaker)
 - Reactor panel co-chairs: Donna Hartweg/ICN Chair, Michael Gelder/Senior Health Policy Advisor to Governor Quinn (MBromberg)
 - Business/Illinois Hospital Association, Cathy Grossi/Vice President
 - Business/Illinois Critical Access Hospitals, Pat Schou, MS, RN/Executive Director
 - Illinois Workforce Investment Board, Stephen Konya/IDPH Chief of Staff and Co-chair of IWIB Health Care Task Force Workgroups
 - Community/Public Health/Illinois Department of Public Health, LaMar Hasbrouck, MD, MPH/Director
 - Community Health Centers/Access Community Health Network/Donna Thompson, RN, MS/CEO
 - Education/Illinois Board of Higher Education/Dr. James Applegate/Executive Director (LBRoberts or DHartweg)
 - Department of Commerce and Economic Opportunity/Julio Rodriguez?-Director of Program Services-Workforce Development (LBRoberts)
- ~~Lunch speech~~, Afternoon keynote: John Lumpkin, MD, MPH /Robert Wood Johnson Foundation (RWJF) Senior Vice President and Director Targeted Teams (LBRoberts)
- Reactor Panel #2:
 - Reactor panel #2: Co-Chairs: ? and ?
 - Education: Illinois Community College Board/Lavon Nelson/Senior Director for Workforce Development (DMeyer)
 - Community health/Illinois Primary Healthcare Association/?
 - Consumer group/AARP-Illinois /? (LBRoberts)

- Business/Small Business Association of Illinois/? (MBromberg)
- Consumer group/Access Living/? (?LBRoberts)
- ?other group or organization?
- Closing remarks and thank you (MBNoonan)

Draft Agenda: 10am-3pm

Time	Topic	Responsible Person
0930	Registration opens, coffee/tea available	LBRoberts
1000-1015	Welcome & introduction ICN BOD members Welcome/IDFPR	DHartweg MFlores
1015-11am	HRSA Keynote	DHartweg introduce HRSA Keynote
11am-12noon	Reactor Panel #1	Panel members introduce themselves, DHartweg & MGelder coordinate introductions & panel discussion
12noon-1pm	Box Lunch & text break	LBRoberts
1pm-2pm	RWJF Keynote	DMeyer introduce Keynote
2pm-245pm	RWJF Reactor Panel #2	Panel members introduce themselves, ? & ? coordinate introductions & panel discussion
245pm-300pm	Closing remarks	MNoonan

Agenda: the above agenda was agreed by consensus, changes include:

- no speaker over lunch, change to afternoon keynote
- instead of small group discussions after afternoon keynote – discussion to be during reactor panel discussion
- box lunch (names of two reliable vendors in the downtown area)
- refreshments – pre meeting, and lunch

Next steps:

- invitation letter – draft #1 being circulated
- confirmation of HRSA keynote
- printing of program – draft to be reviewed
- IT – review what is needed



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To: Illinois Center for Nursing Advisory Board
From: Kathleen Delaney, ICN SP Data Workgroup
Re: ICN Data Workgroup Activities
Date: September 2, 2014

These last two months Kathy Delaney has been working with D. Hartweg and LBRoberts to identify and on-board a firm to analyze the Illinois RN nursing workforce data collected during the 2014 IL RN on-line licensure renewal. The group is in the process of completing a data sharing agreement with IDFPR prior to beginning the data analysis.

We have also have completed the first draft of the proposed LPN survey to be offered during the on-licensure renewal process. Resources utilized in the development of the LPN workforce survey include: 2007 IL LPN survey, 2001 IL LPN survey, 2013 Wisconsin LPN Workforce mandatory Survey, 2009 LPN Nebraska Survey, the national minimum data sets and the 2014 IL RN Nursing Workforce survey.

K. Delaney, D. Hartweg and M. Shekleton reviewed a work force (APN) analysis completed by a consulting firm that provides an interesting perspective on the ramifications (in terms of a State's access to services) that result from restrictions on Advanced Practice Nurses in that state. It is expensive (10,000). After we have RN data and the APN data from the Illinois Healthcare Action Coalition SIP grant in 2015, we might re-look at this.



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July 31, 2014 (noon)

Illinois Center for Nursing Advisory Board Strategic Planning Resources Workgroup meeting
Attendees: D. Terrell (Chair), J. Krejci, D. Hartweg, LBRoberts

Call to order: 12:00pm by D. Terrell

Strategic Objective: Utilize existing state funds and seek additional non-state resources
Strategies:

- Discuss IDFPR/ICN appropriation
- Discuss FY2015 planned expenditures
 - Data workgroup
 - Partnership workgroup
 - PR workgroup
 - Plan – each workgroup to determine anticipated needs
- First priority Partnership Workgroup fall 2014 meeting expenditures