



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 A. M. Wednesday, October 8, 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

Kathleen Delaney (arrive 1030)

Corinne Haviley

Janet Krejci

Mary Lebold

Donna Meyer

Deborah Terrell

Excused Absence: Julie Bracken

Carmen Hovanec

Marsha Prater

Maureen Shekleton, Vice-Chair (phone)

Guests:

Springfield: Illinois Board of Higher Education (IBHE): Karen Helland

Chicago: IDFPR Nursing Coordinator, Michele Bromberg

ICN Staff: Chicago: LBRoberts

Topic	Discussion	Action
Call to Order, Declaration of Quorum	Chair D. Hartweg called meeting called to order at 10:10am	Quorum present
Consent Agenda	Approval of Consent Agenda: Minutes ICN Business Meeting 9/10/14: M/S/V: D. Terrell move, D. Meyer second	Approved
Reports	Thank Donna Hartweg for serving as the first elected chair of the ICN Board, the dedication, strategic planning and leadership (J. Krejci) Chairperson's report (attached Appendix #A) a. The September 29, 2014 event: <i>Building the Workforce For the Future</i> was exceptional; thank you to ICN Manager L. B. Roberts for her efforts and thank you to the ICN Partnership Workgroup (M. Shekleton/Chair, D. Meyer, M. Bromberg and M. Noonan) for their vision and dedication.	Agreement

	<p>Manager's report (attached Appendix #A)</p> <ul style="list-style-type: none"> a. Review Annual Ethics Training required for State of IL Board members; signed course completion due 10/31/14 b. Additional information provided re: data: LPN survey will be offered upon completion of on-line licensure renewal; data sharing agreement signed, first meeting with data manager planned; APN data collection with SIP grant continues. 	
Special Reports and Discussion	<p>Illinois Board of Higher Education (IBHE), Karen Helland, Senior Associate Director of Policy.</p> <p>IBHE Nursing Expansion and Improvement grants: follow-up:</p> <ul style="list-style-type: none"> a. Southern Illinois University – Edwardsville is eligible and is applying for a second year expansion grant. The improvement grants (approximately \$40,000 each) are still available; application deadline October 31, 2014. <p>IBHE Nursing Faculty Fellowship grants:</p> <ul style="list-style-type: none"> a. These annual grants are a salary supplement, benefits are deducted; each school is limited to nominate 3 candidates annually; one can reapply 5 years after grant receipt. b. Funding has been maintained or increased since awards began in 2007, 15 awards in FY2007 and 22 awards in FY2014. Each award is \$10,000, except for one year the individual award was \$9,061. c. The percentage of Fellows by sector, private not-for-profits have a slightly larger percentage of the total number of fellows than the public sector. For the first time in 2014 the number of nominations and fellows in community colleges went down. Discussion: SURS (state university retirement system) has a cap, it is understanding that a salary may not increase by more than 6%. Will check to see if receipt of this fellowship is required to be considered as part of the salary; this could be limiting the number of community college nursing faculty who apply for the award. d. Discussion: distribution of the award information, additional outreach to Deans and Directors – request IDFPR Nursing Coordinator M. Bromberg send email that applications are due by 10/31/14. 	M. Bromberg to email Deans & Directors award information & application deadline.
Old Business Strategic Planning	<p><u>Election of ICN Chairperson and Vice-Chairperson</u> Request additional nominations: none received. Vote: M. Shekleton as Chairperson, unanimous approval; D. Meyer as Vice-Chairperson, unanimous approval.</p> <p><u>Strategic Planning Workgroup Reports</u> <u>Data:</u> K. Delaney</p> <ul style="list-style-type: none"> 1) APN survey, SIP Grant project: APN week is 11/2-11/9/14, major push to increase the number of responses, non-urban areas are targeted. Discussion: additional contacts to target, such as FQHC's, Deans and Directors, IONL. 2) LPN Workforce survey: vetting completed, link will be added after individual on-line licensure is completed, similar to RN workforce 	Action: approval of: M. Shekleton as ICN Chair; D. Meyer as ICN Vice-Chair.

	<p>survey. Article will be submitted to next <i>Nursing Voice</i>.</p> <p>3) Board of Nursing Annual Survey (M. Bromberg) still collecting responses from 135 pre-licensure schools.</p> <p><u>Resources</u> : Chair: D. Terrell</p> <p>No additional information at this time.</p> <p><u>Public Relations/Marketing</u>: Chair: C. Hovanec (LBRoberts reporting)</p> <p>There is state statute re: branding of state of Illinois documents – so meeting is with a consultant to facilitate design of an ICN brochure has been delayed. LBRoberts to follow-up.</p> <p><u>Partnerships</u>: (report attached) Chair: M. Shekleton</p> <p>1) Building the Healthcare Workforce for the Future event September 29, 2014, successful, registration reached capacity.</p> <p>Discussion:</p> <ul style="list-style-type: none"> i. Not want to lose momentum, but also need to be strategic in follow-up. Report includes options: focused webinars, lunchtime seminars ii. IHAC Collaboration Workgroup to be the lead in follow-up with M. Shekleton as a member of this workgroup and/or ICN as Co-lead of IHAC workgroup to maintain follow-up. iii. Long-term sustainability of IHAC collaboration – discussion of options for continued collaboration with the end of the SIP grant, the organizations that staff each workgroup will probably continue the work iv. Next steps: targeted meetings, seminars, focused lunch groups, key stakeholders and themes, casting the widest net possible, innovative things in teaching sciences, insurers and employers, reimbursement. <p><u>Advisory Organizations</u></p> <p>1) Illinois Healthcare Action Coalition: S. Swart/ANA-IL and RWJF State Implementation Program (SIP) Grant Primary Investigator not available</p> <ul style="list-style-type: none"> i. Illinois Nurses Foundation is the SIP grant fiscal agent, continue to need donations to meet the RWJF match ii. Leadership: S. Rangel/Illinois Organization of Nurse Leaders (IONL): will not be available until 1pm to call in. 	
New Business	<p><u>Board expertise within statutory limitations</u></p> <p>Discussion: review of statute, 11 members, 6 members representative of a nursing specialty area: include criteria with rationale for consideration with next recommendation or appointment, consider scheduled discussion on an annual basis to include review of terms that are expiring. Consider for example, changes in health care delivery, workers, places for care that are occurring with implementation of the ACA.</p> <p>Agreement: annual discussion in February since terms are up in June, 4 year terms, maximum of 10 years</p> <p>Other: Operational policy, D. Hartweg, D. Meyer, M. Prater to develop policy for ICN Board; to be presented December 2014 ICN Board meeting.</p>	
Public Comment	none	
Adjournment	Meeting adjourned at 12:30 pm, M/S/V: D. Terrell move, C. Haviley second	Approved

Next meeting	Wednesday, December 10, 2014		
Appendix #A	Chairperson's Report, Manager's Report		
Appendix #B	September 29, 2014 meeting agenda		
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.

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APPENDIX #A
THE ILLINOIS CENTER FOR NURSING ADVISORY BOARD MEETING
Wednesday, October 8, 2014

Appendix #A	ICN Chairperson's Report		
	ICN Manager's Report		

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>

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To: Illinois Center for Nursing Advisory Board
From: Donna Hartweg, Chair
Re: Illinois Center for Nursing Chair's Report
Date: October 1, 2014

1. *ICN Strategic Planning Partnership Conference:* I again thank our manager, Linda B. Roberts and the ICN Strategic Planning committee of Maureen Shekleton, chair, Donna Meyer, Melinda Noonan, and Michele Bromberg for the exceptional conference on Monday, September 29, 2014. This first step toward developing partnerships for building the requisite nursing workforce for Illinois citizens now challenges the ICN Advisory Board to identify next steps toward meeting our central challenge. I have asked M. Shekleton to lead a de-briefing discussion at the October ICN Board of Directors meeting, so all members may provide insights and reflections for the committee's next meetings. For those not in attendance at the October 8, 2014 ICN Board meeting, I ask you to send comments to M. Shekleton.

2. *Operational Procedures:* Marsha Prater, Donna Meyer, and I are serving as an ad hoc committee to propose operational procedures for ICN prior to the December 2014 meeting. This includes rules for elections and other processes for regular reporting from our partners, such as the Board of Nursing. At the October 2014 ICN Board meeting, I invite discussion on methods to ensure geographical and expert diversity on the board. As you know, Board members are appointed by either the Governor or the Secretary of the Department in accordance with statutory requirements (IDFPR website resource: <http://www.idfpr.com/BoardsCommittees.asp>). The Division of Professional Regulation welcomes input from the Board on areas of needed expertise and also guidance with maintaining diversity. As you know, ICN's needed expertise will vary with changes in health care and health care delivery.

For example: Please consider the following as an introduction for our discussion:

When vacancies occur on the Illinois Center for Nursing Advisory Board due to expired terms, resignations, or removal, the Board will propose suggestions for selection of the replacement member in compliance with statute (NPA Article 75: ICN, Section 17-15, see attached). This will include consideration of geographical diversity as well as specialty expertise, per statutory mandate. These criteria, with rationale, will be forwarded to the Director of IDPR for consideration with the next recommendation for appointments.

3. *Election:* At the October meeting, we will elect the new chair and vice-chair. The nominees are Maureen Shekleton, chair and Donna Meyer for vice-chair. As I chair my last meeting, I thank each of you for your support, dedication and contribution to a year of strategic planning and implementation. It has been a pleasure to work with each of you. Thank you for your service and your commitment to improving the nursing workforce in Illinois.



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Illinois Center for Nursing Strategic Planning Committee Minutes Format
Illinois Center for Nursing Manager's Report
Linda B. Roberts, MSN, RN, ICN Manager
September 30, 2014

Item of Business	Time Allotted	Strategy	Discussion	Action	Responsible Party	Deadline
Old Business Data		Assessment of data needs LPN workforce survey		9/25: Final comments LPN workforce survey received & compiled. Survey continues through IDFPR approval process to be offered as voluntary part of on-line licensure renewal beginning in October 2014.	LBRoberts	October 3, 2014
Old Business Data		Interpret data 2014 RN Workforce survey results		Data sharing agreement for initial analysis of data collected during 2014 RN on-line licensure renewal finalized, signatures pending.	LBRoberts	September 2014
Old Business Partnership		Build key strategic partnerships Invitational conference 9/29/14		90 participants with stakeholder representatives from targeted groups; panelists & keynote speakers & attendees participate in lively discussion of building the healthcare workforce for the future. Post-meeting follow-up evaluation, reimbursement, etc	LBRoberts	October 20, 2014
Old Business Partnership		Build key strategic partnerships IWIB Healthcare Workforce		Final report pending.	LBRoberts	Final report pending.

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.			October 2014
Old Business Partnership	Build key strategic partnerships STEM HSLE – Bruce Neimeyer/UIC	Plan webinar for school districts across the state to help them understand the workforce needs for nursing, any changes to the profession, and how they should be thinking about this and translating it into information for high school students. 9-29-14: contact potential presenters			2014
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	Utilize IDFPR Administrative Services & printing center staff in support of the ICN meeting 9-29-14 IDPH – Center for Rural Health: administers nursing scholarships funded by the IDFPR Nursing Dedicated Fund- funding of scholarships continues, communicate with IDPH Manager of Health Resources Section		LBRoberts	Fall 2014
Old Business PR/Marketing	Increase visibility of ICN	Brand multiple items distributed to attendees with ICN logo, including name-tags, folders, written documents		LBRoberts	Sept 29, 2014
Old Business PR/Marketing	Increase visibility and communicate value of ICN	Draft articles for Nursing Voice, LPN survey – request participation, Diversity/Leadership conference 8/27/14, meeting 9/29/14		LBRoberts	October 2014 Nursing Voice: Next deadline: 10/15/14
Old Business PR/Marketing	Increase visibility and communicate value of ICN	ICN Brochure – general audience Contact CMS re: meeting to begin draft of ICN brochure in compliance with State of IL branding standards		LBRoberts	October 2014



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APPENDIX #B
THE ILLINOIS CENTER FOR NURSING ADVISORY BOARD MEETING
Wednesday, October 8, 2014

Appendix #B	Agenda September 29, 2014 event: Building the Healthcare Workforce for the Future		

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Building the Healthcare Workforce for the Future

****Final Revised****Monday, September 29, 2014****Revised****

10:00am – 3:00pm

Bilandic Center, 160 N. LaSalle Street, 5th floor, Chicago, IL

Meeting Agenda	
9:30am-10:00am	Registration, snacks
10:00am-10:15am	Welcome: Manuel Flores , Secretary Illinois Department of Financial and Professional Regulation Introductions: Linda B. Roberts, Manager, Illinois Center for Nursing
10:15am-11:00am	Keynote: A Vision for the Healthcare Workforce for the Future, Health Resources Services Administrator (HRSA) CAPT Norma J. Hatot Senior Nurse Advisor, Division of Nursing, Bureau of Health Workforce, HRSA, U. S. Department of Health and Human Services
11:00am-12noon	Reactor Panel #1 Facilitators: Michael Gelder Senior Health Policy Advisor to Governor Quinn Donna Hartweg , PhD, RN Illinois Center for Nursing Chairperson Presenters: Joan Bryar Angeletti , MSN, RN, Director Clinical Support Services ACCESS Community Health Network. LaMar Hasbrouck , MD, MPH Director, Illinois Department of Public Health Lavon Nelson , Senior Director for Workforce Development, Illinois Community College Board Pat Schou Executive Director, Illinois Critical Access Hospital Network Joan Sheforgen , Interim Executive Director, Campaign for Better Health Care
12noon-1:00pm	Box Lunch & networking

Building the Healthcare Workforce for the Future

****Final Revised****Monday, September 29, 2014****Revised****

10:00am – 3:00pm

Bilandic Center, 160 N. LaSalle Street, 5th floor, Chicago, IL

Meeting Agenda - afternoon	
1:00pm- 2:00pm	<p>Welcome: Jay Stewart, Director Illinois Department of Financial and Professional Regulation</p> <hr/> <p>Keynote: Fostering Interprofessional Collaboration and Diversity: the Institute of Medicine (IOM) Vision Susan B. Hassmiller, PhD, RN, FAAN Senior Advisor for Nursing, Robert Wood Johnson Foundation and Director, Future of Nursing: <i>Campaign for Action</i></p>
2:00pm- 2:45pm	<p>Introductions: Michele Bromberg, MSN, APN, Nursing Coordinator Illinois Department of Financial and Professional Regulation</p> <p>Reactor Panel #2 Facilitators: Melinda Noonan, DNP, RN, Illinois Healthcare Action Coalition Collaboration Workgroup Chair and Maureen Shekleton, PhD, RN, Illinois Center for Nursing Vice-Chairperson</p> <p><i>Presenters:</i> James L. Applegate, PhD Executive Director, Illinois Board of Higher Education Carmenza Millan, Associate State Director -Advocacy and Outreach, AARP Illinois Elliot Richardson Chief Executive Officer, Small Business Advisory Council Julio Rodriguez Director of Program Services-Workforce Development, Department of Commerce and Economic Opportunity Dominica Tallarico President, Advocate Condell Medical Center</p>
2:45pm- 3:00pm	<p>Lessons Learned/Next Steps: Melinda Noonan, DNP, RN, Illinois Healthcare Action Coalition Collaboration Workgroup Chair</p>



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APPENDIX #C
THE ILLINOIS CENTER FOR NURSING ADVISORY BOARD MEETING
Wednesday, October 8, 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	10-2-14 Report		
Data			
PR/Marketing			
Resources			

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Date: October 2, 2014

From: Maureen Shekleton, ICN Partnership Chairperson

Re: **Partnership Workgroup Report**

The stakeholder meeting was held on Monday, September 29, 2014 at the State of Illinois Bilandic Center. The registration for this invitational conference was closed at capacity. Actual attendance was 64 participants in addition to 8 Illinois Center for Nursing (ICN) Board Of Directors members, 4 Illinois Department of Financial and Professional Regulation (IDFPR) staff, 11 panelists, 1 keynote speaker, the chair of the Illinois Healthcare Action Coalition (IHAC) Collaboration Workgroup, and the Robert Wood Johnson Foundation (RWJF) diversity consultant. As intended, participants represented a wide array of diverse stakeholder groups including education, hospital based care, community based care, public health, consumers, policy groups, health professional organizations, insurance, business and unions representing healthcare workers. IDFPR Division of Professional Regulation Director Jay Stewart and IDFPR Secretary Manny Flores also attended to give greetings.

The agenda (see attached) was amended slightly due to the afternoon keynote speaker's airline travel being disrupted by the FAA problems. Two ICN Board members adapted and delivered the RWJF presentation. Diversity issues were addressed by the RWJF consultant.

Participants were very enthusiastic about networking opportunities during the morning registration period and over lunch. The format of the lunch break with boxed lunches and separate smaller rooms with tables was planned to facilitate dialogue among participants. The facility size accommodated the group well. Even with the absence of microphones, the acoustics allowed those in the back of the room to hear.

While the format of having a keynote speaker and panel of reactors worked for this meeting, future meetings might be organized around a single topic. For example, the reaction to the comments made by the Illinois Board of Higher Education (IBHE) Executive Director might be expanded upon by educators from all levels of healthcare education and those involved in the Science Technology Education and Mathematics (STEM) initiative. The IBHE Executive Director could interview a speaker representing an innovative model for expanding educational opportunity and then open discussion with the educator participants. Another meeting might focus on ideas to address public health issues. Another might focus on payment and include speakers from insurance, Medicaid, and business. A format different than a full day meeting such as a series of lunch seminars with selected, invited participants might be considered.

Informal feedback indicates that participants reacted favorably to the information presented, found the material and networking useful, and would like to participate in future meetings of this type. Formal follow up communication with the participants is being planned. The IHAC Collaboration workgroup chair is designing a survey that is intended to provide a summative evaluation as well as solicit ideas for further collaboration. Partnership work should continue in tandem with the IHAC Collaboration workgroup.