



**Illinois Department of Financial and Professional Regulation**  
**Division of Professional Regulation**

**BRUCE RAUNER**  
 Governor

**BRYAN A. SCHNEIDER**  
 Acting Secretary

**JAY STEWART**  
 Director  
 Division of Professional Regulation

**MINUTES ADVISORY BOARD FOR THE ILLINOIS CENTER FOR NURSING MEETING**

10:00 A.M., Wednesday, December 10, 2014

Location:

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

ATTENDANCE

ICN Board Members Present:  
 Maureen Shekleton, Chair  
 Julie Bracken  
 Kathleen Delaney  
 Corinne Haviley  
 Carmen Hovanec  
 Janet Krejci  
 Mary Lebold  
 Donna Meyer

Excused Absence: Deborah Terrell  
 Donna Hartweg (phone)  
 Marsha Prater (phone)

Guests:

Springfield:

Bill Dart/IDPH-Center for Rural Health, Acting Chief  
 Don Jones/Illinois Department of Public Health (IDPH) – Ctr Rural Health  
 Grant Madden/ IDPH – Ctr Rural Health  
 Ron Payne/Illinois Department of Employment Security (IDES)  
 Daniel Rich/Illinois State University (ISU), Professor of Economics

Chicago: Michele Bromberg, IDFPR Nursing Coordinator

Mark Thompson/Illinois Department of Financial and Professional Regulation (IDFPR), GC

ICN Staff: Chicago: LBRoberts

Topic	Discussion	Action
Welcome	Introductions: Illinois Center for Nursing (ICN) Board members and guests	
Call to Order, Declaration of Quorum	Chair M. Shekleton called meeting called to order at 10:02 am	Quorum present
Approval of Minutes	Approval Minutes: ICN Business Meeting 10/8/14: M/S/V: C. Hovanec move, C. Haviley second	Approved

<p>Reorder agenda: Special Reports &amp; Discussion</p>	<p>Illinois nursing workforce survey – preliminary data results. K. Delaney: since the ICN 10/8/14 board meeting, the ICN Data Workgroup has met twice with D. Rich in preparation for today’s survey data review and presentation. D. Rich: the data was voluntarily collected with 2014 individual on-line RN licensure renewal. There was approximately 30% response rate to the 28 question web-based survey which included the national minimum data set (MDS) (<a href="http://www.nursingworkforcecenters.org/minimumdatasets.aspx">http://www.nursingworkforcecenters.org/minimumdatasets.aspx</a>) and additional questions re: education and retirement. Discussion:</p> <ul style="list-style-type: none"> <li>• The non-responders and the batch licensure renewal, is any data is collected during licensure renewal process? (no)</li> <li>• D. Meyer there is an associate degree model of continuous non-stop education</li> <li>• APN residency programs: K. Delaney to send slides from a recent North Carolina power point presentation</li> <li>• The survey question requesting description of primary work specialty, a large number of respondents answered “other” , of the 20 states that also utilize the MDS, what percentage of respondents answer “other”</li> <li>• Mandatory reporting of workforce information with licensure renewal would provide more robust data</li> <li>• Geography – consider other distributions, such as counties</li> </ul> <p>Draft data results report is not to be distributed, until report is complete.</p> <p>Next steps:</p> <ul style="list-style-type: none"> <li>• Review reports from other states</li> <li>• Review table format, each table will include an interpretation of the table data below the table</li> <li>• Messaging and communication – short summaries will vary depending on target audience</li> <li>• Are there other questions we want to ask of the data, such as nursing faculty shortage, salary compression</li> <li>• Example: what are the 5 things we want you to know, then somewhere else what 5 other things, etc</li> <li>• Comparisons, where would that be; very few other states either wrote their report as a comparison report ; for IL perhaps house a report in a certain section of this new report, put in a narrative with limited comparison to the 2007 ICN nursing workforce report</li> <li>• Highlight current ICN projects such as focus on diversity, collaboration, education with faculty</li> <li>• Demand data, now more data is available locally, used to be kept federally; the healthcare workforce landscape is changing – how this will affect demand information</li> </ul>	
<p>IDPH Ctr Rural Health</p>	<p>IDPH Center for Rural Health Nursing Education Scholarship Program (NESP) LBRoberts: The goal of the NESP is to increase the number of nurses available for employment in IL by offering scholarships to overcome</p>	

	<p>financial barriers to education. Funding for this program is from the Nursing Dedicated fund (re-licensure fees), and has remained \$1.1 million/year for many years. Distribution of scholarships, eligibility, annual application process, selection criteria and scholarship repayment obligation is in statute or rules  <a href="http://www.idph.state.il.us/about/rural_health/rural_NESP_FAQs.htm">http://www.idph.state.il.us/about/rural_health/rural_NESP_FAQs.htm</a></p> <p>D. Jones: review of application process and available data:  On-line scholarship application began in 2006-2007, prior to that time information from the paper applications is inconsistent. IDPH has always issued scholarships to the limit of the award; selection criteria includes if the number of qualified applicants exceeds the number of scholarships to be awarded, priority in awarding scholarships will first be given to students who: have the greatest financial need per the Student Aid Report.  Beginning in 2009, the number of applicants has increased significantly, approximately 1,000 applicants with 120 award recipients per year. Information collected includes that in the last couple of years, there has been an increase number of African Americans pursuing nursing as a career.  IDPH is in the early stages of revising the Administrative rules, discussion:</p> <ul style="list-style-type: none"> <li>• to include a time frame if one is awarded a scholarship, how soon must one begin the education program; delayed onset of articulation;</li> <li>• the priority for returning/renewal, if there has been a break in education, what is the limit for continuing to consider the applicant a returning student;</li> <li>• disability, temporary or permanent, determination and impact on nursing employment obligation or repayment of scholarship;</li> <li>• schools on probation – a student must attend a education program approved by IDFPR Board of Nursing, rules do not specify whether or not the school is or is not on probation.</li> <li>• IL nursing licensure fee increase does not impact the amount of scholarships, the amount is set separate</li> <li>• Amount not repaid by former students to the scholarship fund is approximately \$1 million dollars; quarterly reports to the Comptroller’s office for follow-up when there is a change in employment; question if these are individuals who did not complete nursing education program, need additional information.</li> </ul>	
Reorder Agenda: Reports	ICN Chairperson’s report from M. Shekleton: verbal, including additional meetings such as transition from ICN Chairs, follow-up from the ICN Fall programs.  ICN Manager’s report, LBRoberts, (attached Appendix #A) a. Additional information provided: LPN workforce survey: data is collected upon completion of on-line licensure renewal.	
Reorder Agenda: Special Reports and Discussion	Illinois Board of Higher Education (IBHE) Nursing Faculty Fellowship grants: (LBRoberts): This is follow-up to last month’s discussion with IBHE of the recent decline in the number of nominations, especially from community	

	<p>colleges. ICN board members conveyed that the nursing faculty at community colleges may have not been applying because the State Universities Retirement System (SURS) would consider the \$10,000 award as employee earnings, impacting retirement contributions.</p> <p>SURS reviewed the issue and provided the following: "SURS Legal Counsel has found that Administrative Code 1600.205-3(a)(ii) identifies this payment as an award that is not associated with a particular time period and therefore not subject to SURS withholding."</p> <p>Therefore, due to this new determination and the low number of nominations submitted by community colleges, the deadline for submission of an application was extended to 11/17/14. The final results: 49 qualified applicants, 11 from community colleges; award recipients are from 22 different schools; notification of recipients and deans of the education programs is in progress.</p>	
Break	Break (12:30pm-1:00pm)	
Reorder Agenda: New Business	<p>Discussion: prohibited political activities: M. Thompson</p> <p>As an individual, all political activity, including lobbying, is prohibited on state property; if you want to do political work, must keep roles separate.</p> <p>Lobbying: IDFPR is one department and one agency, individual boards do not have an independent existence; all boards and board members must take a position the same as the department opinion.</p> <p>If one is a member, or a member of a board of an association, if the Department has not taken a position on the bill, one can work as an individual; if it is known that you are on ICN board – you need to make clear that are speaking as an individual every time you meet with a legislator or a legislative staff person.</p> <p>The legislative unit has all bills and whether or not IDFPR has taken a position the legislation.</p>	
Old Business Strategic Planning	<p><u>Strategic Planning Workgroup Reports</u></p> <p><u>Data:</u> K. Delaney, met twice since last ICN board meeting</p> <p><u>Resources:</u> No additional information at this time.</p> <p><u>Public Relations/Marketing:</u> No additional information at this time.</p> <p><u>Partnerships:</u> M. Shekleton, has met with M. Noonan, N.</p> <p>Valentine/UIC, &amp; Loyola person – to co-chair this workgroup</p> <p><u>Policy workgroup:</u> now operational guidelines workgroup; have met for the first time since creation of ICN; creation of ICN operational procedures is part of Nurse Practice Act statute; discussion includes a procedure for election of officers: nominating committee to meet in April, slate presented in June, members of committee not eligible for chair and vice chair; other areas include: continuing meeting by videoconference, timing of election of officers at first meeting of fiscal year, compliance with statute.</p> <p>Discussion: Annual discussion of strategic plans to occur in February</p> <p><u>Advisory Organizations</u></p> <p>Illinois Healthcare Action Coalition: S. Swart/ANA-IL and RWJF State</p>	

	<p>Implementation Program (SIP) Grant Primary Investigator second year funding – still awaiting notification – outreach and dissemination of information continue. SIP projects review:</p> <ul style="list-style-type: none"> <li>• APN survey – data collection extended to the end December 2014; Robert Wood Johnson Foundation (RWJF) standard is the data is to go to RWJF first before state SIP grant recipient review.</li> <li>• Diversity forum: two forums: May-June, and Fall 2015; 40 under-forty leaders will be part of this group; this celebration, will also tag onto end of the forum day.</li> <li>• Education forum for legislators – request ICN one-page: purpose, how the center functions, past projects, RN workforce survey information</li> <li>• Education – continue to meet monthly by conference call, have drafted survey of RN-BSN programs to standardize curriculum; working with a Jonas scholar; invite Nursing Coordinator, M. Bromberg to participate in the call;</li> <li>• Leadership – first cohort to mentor members of the second cohort; will be talking with IONL/Sharon about people from first cohort who are under 40years to participate in the SIP forum.</li> </ul> <p>RWJF Jonas scholars:(LBRoberts) Illinois has 8 scholars for 2014-2016; all have been contacted, half have responded, some are working with other organizations; will continue to follow-up. Background information sent to scholars and ICN board and IHAC leaders.</p>	#2: identify audit of website pieces
Public Comment	None	
Adjournment	Meeting adjourned at 2:04 pm, M/S/V: C. Hovanec move, C. Haviley second	Approved
Next meeting	Wednesday, February 11, 2015	
Appendix #A	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>*

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.illinoishac.com](http://www.illinoishac.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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### Appendix #A – Minutes December 10, 2014 ICN Advisory Board Meeting

#### Illinois Center for Nursing Strategic Planning Committee Minutes Format

Illinois Center for Nursing Manager’s Report  
Linda B. Roberts, MSN, RN, ICN Manager  
December 10, 2014

Item of Business	Time Allotted	Strategy	Discussion	Action	Responsible Party	Deadline
Old Business Data		Assessment of data needs LPN workforce survey		11/14 LPN workforce survey: voluntary data collection continues with individual on-line licensure renewal.	LBRoberts	January 31, 2015
Old Business Data		Interpret data 2014 RN Workforce survey results		Data – continue to meet with data consultant – first draft RN data evaluation;	LBRoberts, ICN Data Workgroup	December 10 2014
Old Business Partnership		Build key strategic partnerships Invitational conference 9/29/14		Meeting evaluation and summary comments completed	LBRoberts	December 10, 2014
Old Business Partnership		Build key strategic partnerships IWIB Healthcare Workforce		Healthcare Task Force Report to the Illinois Workforce Investment Board: <i>The Workforce Implications of New Health Care Models</i>	LBRoberts	September 2014

Old Business Partnership	Build key strategic partnerships Chicago AHEC	Area Health Education Center, Chicago is one of 4 federally funded regional centers, revision being used as resource document with K-20 students.			November 2014
Old Business Partnership	Build key strategic partnerships STEM HSLE – Bruce Neimeyer/Assoc. Vice Chancellor Special Programs/UIC	Continue to plan 1 hr webinar for school districts across the state: the Changing landscape of healthcare & its impact on various nursing educational pathways. Webinar host: UIC STEM: brief overview nursing; various educational pathways assoc with nursing; review what high school classes needed to prepare for nursing education. Potential presenters contacted.		LBRoberts	January 2015
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 10-30-14 IDPH – Center for Rural Health: administers nursing education scholarships funded by the IDFPR Nursing Dedicated Fund. IDPH Manager of Health Resources Section to provide information at ICN BOD meeting.		LBRoberts	Fall 2014
Old Business PR/Marketing	Increase visibility of ICN	Brand items distributed to attendees with ICN logo, including name-tags, yellow business cards;		LBRoberts	Oct 30, 2014
Old Business PR/Marketing	Increase visibility and communicate value of ICN	Submit articles for Nursing Voice: LPN survey – request participation, Diversity/Leadership conference 8/27/14, ICN event 9/29/14 ICN strategic planning –status update		LBRoberts	October 2014 Nursing Voice: Next deadline: 01/15/15
Old Business PR/Marketing	Increase visibility and communicate value of ICN	ICN Brochure – general audience Draft of ICN brochure in compliance with State of IL branding standards – on hold		LBRoberts; ICN PR Workgroup	October 2014