

California Healthcare Workforce Policy Commission (CHWPC)  
 Evaluation Worksheet Task Force Committee  
 400 R Street, Conference Room 471  
 Thursday, March 22, 2012  
 Start: 9:00 a.m.  
 Adjournment: 3:30 p.m.

COMMISSION MEMBERS PRESENT	PROGRAM DIRECTORS PRESENT
Roslynn Byous, DPA, PA-C Angie Maria Millan, RN, MSN, NP Katherine Townsend, Ed.D., MSN John J. Troidl, PhD Ashby Wolfe, MD, MPP, MPH	Chris Searles, MD Les Howard, PA Mary Barakzai, EdD, FNP-C, CNM Sandy Baker, DNP, RN, CNE
	STAFF TO COMMISSION PRESENT
	Stephanie Clendenin, Acting OSHPD Director Lupe Alonzo-Diaz, M.P.Aff. Konder Chung Manuela Lachica Melissa Omand Yolanda Avalos-Troyer Sergio Aguilar Elena Takanikos-Corti
	ADDITIONAL PERSONS PRESENT:
	Callie Langton, PhD., California Academy of Family Physicians (CAFP)

ITEM NUMBER	TOPIC	AGENDA ITEM	ACTION ITEM OR DISCUSSION
1.	Call to Order	Meeting called to order at 9:00 a.m.	
2.	Introduction of Evaluation Worksheet Task Force Members	Each Task Force member introduced themselves. Commission members indicated whom they statutorily represent and the Program Directors indicated which discipline they represent.	
3.	Purpose of the Evaluation Worksheet Task Force	Manuela Lachica, Song-Brown Program Director, discussed the purpose of the meeting and the background of the worksheets.  <u>Worksheet background</u> - the current evaluation worksheets being used by the Commission were established in 2008, their purpose is to provide Commissioners with analysis and data on one document.	

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3.	Purpose of the Evaluation Worksheet Task Force - continued	<p><u>Current worksheet issues:</u></p> <ul style="list-style-type: none"> <li>• Current evaluation worksheets do not provide any weighting of Song-Brown statutory and/or program requirements.</li> <li>• Do not provide sufficient feedback from Commissioners for funding decisions made.</li> <li>• Staff is unable to provide clarity to Song-Brown applicants regarding why they were not funded.</li> <li>• Staff is required to respond to legislative inquiries without any documentation provided by the Commission Members on their worksheets.</li> </ul> <p><u>Responsibilities of the Task Force Members:</u></p> <ul style="list-style-type: none"> <li>• Select a scoring model and weighted values for the evaluation criteria used by the Commission.</li> <li>• Determine if Program Director presentations should be mandatory</li> </ul>	
4.	Review of 2011 and 2012 funding results for applicants competing for Song-Brown Healthcare Workforce Training Act Funds	<p>Program Analysts Melissa Omand and Yolanda Avalos-Troyer presented scatter plots for each of the 2011 and 2012 funding meetings. The scatter plots were developed to show disconnect between the Commission's ranking of each program and the criteria ranking of each program. The criteria ranking is based solely on the statutory priorities of</p> <ul style="list-style-type: none"> <li>• Placing graduates in areas of unmet need</li> <li>• Placing training sites in areas of unmet need</li> <li>• Percent of underrepresented minorities admitted to the program</li> </ul> <p><b>Scatter plots for each Song-Brown funded discipline are hereby incorporated as Attachment A</b></p>	During the discussion Commissioner Troidl wanted to know what the X and Y axis was on each of the scatter plots. He also requested that more than one year's worth of information be provided for trending.

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5.	Commission Member and Program Director Recommendations	<p>Manuela Lachica presented evaluation criteria recommendations received from Commission members and Program Directors not participating as members of the task force.</p> <p><b>Evaluation criteria recommendations are hereby incorporated as Attachment B</b></p>	<p>Items discussed amongst the members were:          Adding exclusionary criteria to the applications.          Creating a self-scoring tool for applicants so they could see how they would possibly do prior to submission.          Incorporating HRSA's minimum requirements for grant submission into our RFA process.</p>
6.	Review of Program Director Survey	<p>Melissa Omand reviewed the results of the survey sent to training program directors soliciting feedback on program director presentations at Commission funding meetings.</p> <p><b>Program Director Survey is hereby incorporated as Attachment C</b></p>	<p>Commissioner Troidl stated that he considers the Program Director presentations to be valuable.</p>
7.	Proposed changes to the Evaluation Criteria	<p>Manuela Lachica discussed the proposed changes to evaluation criteria used for the funding of applicants.</p> <p><u>Section I – Statutory Criteria (46 points)</u></p> <ul style="list-style-type: none"> <li>• Criteria 1, 2 and 3 are worth up to 10 points each because they are the main elements outlined in statute.</li> <li>• Criteria 1b and 2a are worth up to 5 points each because while they are also mentioned in statute they are not the main statutory elements like criteria 1 – 3.</li> <li>• Criteria 1a and 3a are worth up to 3 points each because they are factors of statutory criteria but are not specifically referenced in statute.</li> </ul> <p><u>Section II – Other Considerations (24 points)</u></p> <ul style="list-style-type: none"> <li>• Criteria 1-5 are worth 3 points each because they are elements the Commission previously decided are important considerations for funding but are not specifically referenced in statute.</li> </ul>	

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7.	Proposed changes to the Evaluation Criteria - continued	<ul style="list-style-type: none"> <li>• Criteria 6, Song-Brown staff is requesting that Task Force members identify 3 items that could potentially be included as Song-Brown criteria from the listing of recommendations submitted by the Health Workforce Development Council. Each of these criteria would be worth 3 points for a total of 9.</li> </ul> <p><u>Scoring Models</u></p> <ul style="list-style-type: none"> <li>• Song-Brown staff is proposing two models that will be used to determine the 10 points identified in Section 1- Statutory Criteria 1, 2 and 3. Each model looks at percentage (6 points possible) and total number (4 points possible).</li> <li>• Proportional Division Model – equally divides the total number of programs into half for the number of graduates in areas of unmet need and into thirds for the % of graduates in areas of unmet need.</li> <li>• Normal Distribution Model – uses the mean score (average) at mid-point and uses the standard deviation to place programs where they fall.</li> </ul> <p><b>The proposed scoring model and evaluation criteria is hereby incorporated as Attachment D</b></p>	<p>There was much discussion around the scoring models and how they could affect large and small size programs.</p> <p>Commissioner Troidl suggested that future versions of the scoring models have the X and Y axis labeled and contain a legend for clarification.</p>
8.	Health Care Reform Recommendations	<p>Sergio Aguilar, graduate student assistant gave an overview of the Health Care Reform recommendations.</p> <p>During the past year OSHPD and the California Workforce Investment Board engaged in a process to gather and develop recommendations to address the health workforce challenges and meet the increased demand from the Affordable Care Act.</p> <p>OSHPD received a planning grant from the Health Resources &amp; Services Administration and were able to engage a wide array of stakeholders through many activities.</p>	<p>Commissioner Wolfe asked staff to identify policy issues that the Commission could review in the future.</p>

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8.	Health Care Reform Recommendations - continued	<p>Approximately 125 recommendations were gathered from several methods of input. These recommendations went through a public review process by the Health Workforce Development Council (HWDC) engaging a broad group of stakeholders including representatives from:</p> <ul style="list-style-type: none"> <li>• State agencies;</li> <li>• Educational systems;</li> <li>• California Legislature;</li> <li>• Health plans;</li> <li>• Health philanthropy;</li> <li>• Health service providers;</li> <li>• Labor; and</li> <li>• Health professional and community based organizations</li> </ul> <p>The HWDC reviewed and approved the recommendations and has now begun the planning and implementation process, with different organizations taking the recommendations and implementing them where they can.</p> <p>OSHPD staff reviewed the recommendations and identified those that could potentially be implemented as part of Song-Brown criteria.</p>	
9.	Small Group Discussion	<p>The task force broke into small groups by discipline to discuss the proposed changes to the evaluation criteria, scoring models, and program director presentations.</p>	<p>The Family Practice Physician group consisted of Commissioners Troidl and Wolfe, Program Director Dr. Searles, and Dr. Callie Langton of CAFP. Melissa Omand facilitated the discussion.</p> <p>The Family Nurse Practitioner and Physician Assistant group consisted of Commissioners Byous and Millan; Program Directors Mary Barakzai and Les Howard. Manuela Lachica facilitated the discussion.</p>

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9.	Small Group Discussion - continued	The task force broke into small groups by discipline to discuss the proposed changes to the evaluation criteria, scoring models, and program director presentations.	The Registered Nurse group consisted of Commissioner Townsend, and Program Director Sandy Baker. Yolanda Avalos-Troyer facilitated the discussion.
10.	Task Force Deliberation – Family Practice Residency Programs	Melissa Omand summarized the recommendations of the Family Practice Residency group.  <b>Family Practice recommendations are hereby incorporated as Attachment E</b>	
11.	Task Force Deliberation – Family Nurse Practitioner Programs	Manuela Lachica summarized the recommendations of the Family Nurse Practitioner group.  <b>Family Nurse Practitioner recommendations are hereby incorporated as Attachment F</b>	
12.	Task Force Deliberation – Physician Assistant Programs	Manuela Lachica summarized the recommendations of the Physician Assistant group.  <b>Physician Assistant recommendations are hereby incorporated as Attachment F</b>	
13.	Task Force Deliberation – Registered Nurse Programs	Yolanda Avalos-Troyer summarized the recommendations of the Registered Nurse group.  <b>Registered Nurse recommendations are hereby incorporated as Attachment G</b>	

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14.	Discussion of future agenda items	April 10, 2012 Evaluation Worksheet Task Force (EWTF) agenda items <ol style="list-style-type: none"> <li>1. Review of recommendations made at March 22, EWTF meeting.</li> <li>2. Streamline applications</li> <li>3. Review of scatterplots with trend information.</li> </ol>	
15.	Adjournment	The meeting was adjourned at 3:30 p.m.	