

-AMENDED-
 California Healthcare Workforce Policy Commission (CHWPC)
 Evaluation Worksheet Task Force Committee
 400 R Street, Conference Room 471
 Thursday, April 10, 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, MBA Ashby Wolfe, MD, MPP, MPH	Chris Searles, MD Les Howard, PA Mary Barakzai, Ed.D, FNP-C, CNM Sandy Baker, DNP, RN, CNE
	STAFF TO COMMISSION PRESENT
	Lupe Alonzo-Diaz, M.P.Aff. Konder Chung Manuela Lachica Melissa Omand Yolanda Avalos-Troyer Sergio Aguilar Elena Takanikos-Corti

ITEM NUMBER	TOPIC	AGENDA ITEM	ACTION ITEM OR DISCUSSION
1.	Call to Order	Meeting called to order at 9:04 a.m.	Acting HWDD Deputy Director Lupe Alonzo-Diaz called the meeting to order.
2.	Introduction of Task Force	Each Task Force member introduced themselves. Commission members indicated whom they statutorily represent and the Program Directors indicated which discipline they represent.	Task Force, Staff and members of the public introduced themselves and Lupe Alonzo-Diaz went over the ground rules and objectives for the meeting
3.	Acting Deputy Director, Healthcare Workforce Development Division remarks and approval of March 22, 2012 minutes	Approval of minutes for the Evaluation Worksheet Task Force (EWTF) meeting held April 10, 2012 in Sacramento, California.	Motion made (Townsend) and seconded (Barakzai) to approve EWTF Meeting March 22, 2012 minutes as presented.

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4.	Review of the Evaluation Criteria recommendations made at the March 22, 2012 EWTF meeting by discipline	<p>Program Analyst Melissa Omand announced the changes to Family Practice (FP) Evaluation Criteria, Health Care Reform (HCR) recommendations and program director presentation recommendation; Program Director Manuela Lachica announced the changes to Family Nurse Practitioners and Physician Assistants (FNP/PA) Evaluation criteria, HCR recommendation and program director presentation recommendation; Program Analyst Yolanda Avalos-Troyer announced the changes made to Registered Nurses (RN) Capitation and Special Programs Evaluation Criteria, HCR recommendations and program director presentation recommendation.</p> <p>Evaluation Criteria for each Song-Brown funded discipline are hereby incorporated as Attachment A</p>	<p>Cricket Barakzai and Les Howard proposed changing their discipline total points to 100 to match Family Practice.</p> <p>Commissioner Byous agreed each discipline should be consistent in the point system.</p> <p>Les Howard motioned for the language of the Physician Assistant's criteria be changed to inter-professional and mirror Family Practice. Mr. Howard further stated that Health Information Technology (HIT), electronic medical records should be added to the FNP/PAs evaluation criteria. RNs offered alternatives for participating in the program director presentations i.e. Skype, webinar, etc.</p>
5.	Review Family Practice scatter plots for the past 4 years; Compare Commission's actual program ranking with established criteria	<p>Program Analyst Melissa Omand presented scatter plots for Family Practice for the last four years (2008-2011), with the requested X and Y axis and included an example from 2008 where the commission ranked a program 4th even though the statutory criteria ranked them 21st.</p> <p>Family Practice Scatter Plots from 2008-2011 are hereby incorporated as Attachment B</p>	<p>Discussion around the scatter plots included: Dr. Searles asked if, "The current direction we're headed is going to cause even more variances on this type of graph?" Commissioner Byous stated that ultimately we want graduates working in areas of UMN. Should this be weighted more?</p>

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5. cont.	Review Family Practice scatter plots for the past 4 years; Compare commission's actual program ranking with established criteria	Family Practice Scatter plot discussion continued	<p>Commissioner Wolfe stated that based on the graphs the CHWPC is good at picking the top and bottom programs.</p> <p>Commissioner Byous asked, "As a Commission, how do we provide good summative and formative feedback to the programs?"</p>
6.	Review of scoring model selections made by discipline: Family Practice, Family Nurse Practitioners, Physician Assistant and Registered Nurse Education Programs	<p>Graduate Student Assistant Sergio Aguilar discussed the change in the scoring model for the three statutory criteria, for all disciplines, proposed at the March 22, 2012 EWTF Meeting as well as the hybrid model Family Practice developed by the group</p> <p>Family Practice, Family Nurse Practitioner/Physician Assistant, and Registered Nurse quintiles are hereby incorporated as Attachment C</p>	<p>There were many questions about how the break-down of percentages and numbers worked. Once clarification was reached, the consensus of the committee was that they had developed a fair process to rank programs; using both percentage of graduates and number of graduates in areas of unmet need which doesn't disadvantage the smaller programs.</p> <p>Commissioner Wolfe suggested that a specific example of a program be placed on each graph to show exactly how to get the total number. FNP/PAs and RNs informed the group they will change their scoring criteria to mirror Family Practice hybrid model and scoring points.</p>
7.	Streamlining of Request for Applications (RFA)	<p>The committee broke into their disciplines and streamlined the RFAs to make the questions match the scoring criteria.</p> <p>Each group streamlined their RFA's and added/subtracted questions based on the scoring criteria sheet. They also made a decision on whether or not Program Presentations should be mandatory.</p>	The Family Practice Physician group consisted of Commissioner Troidl, Commissioner Wolfe, and Program Director Dr. Searles, Melissa Omand facilitated the discussion.

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7. cont.	Streamlining of Request for Applications (RFA)	Streamlining of RFAs continued Family Practice, Family Nurse Practitioner/Physician Assistant, and Registered Nurse streamlined applications are hereby incorporated as Attachment D	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. The Registered Nurse group consisted of Commissioner Townsend, and Program Director Sandy Baker. Yolanda Avalos-Troyer facilitated the discussion
8.	Final Recommendations for Family Practice Residency Programs	Program Analyst Melissa Omand asked the EWTF Committee to approve the following Family Practice recommendations for the Commission: <ul style="list-style-type: none"> • Evaluation Criteria and the point system as created at the March 22, 2012 meeting • The hybrid scoring model • The streamlining changes made to their RFAs Program Director Presentations: Optional The Commission will have the ability to change scores based on what they have heard in the presentation and from other Commissioners with emphasis placed on the importance of the presentation itself to the program directors. For the presentation: <ul style="list-style-type: none"> • 2-minute program summary • Provide 3-key elements in your accomplishment of meeting Song-Brown goals 	Recommendations approved by all members of the EWTF Committee which will be presented to the Commission on May 2, 2012. The Family Practice group finished their task early for the Evaluation Worksheet Task Force and discussed the Commission's move towards policy. A few ideas included the evaluation of special projects, a tool kit for incorporating cultural competency into curriculum, defining "underrepresented groups" and some other topics. These items were discussed as possible policy interest for the Commission to explore among the Family Practice group but no motion was formally presented to or adopted by the larger Evaluation Worksheet Task Force.

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9.	Final Recommendations for Family Nurse Practitioners/Physician Assistant Programs	<p>Program Director Manuela Lachica asked the EWTF Committee to approve the following Family Nurse Practitioner/Physician's Assistant recommendations for the Commission:</p> <ul style="list-style-type: none"> • Evaluation criteria and scoring model as of April 10, 2012 • The hybrid scoring model • The streamlining changes to the RFAs <p>Program Director Presentations: Optional The Commission will have the ability to change scores based on what they have heard in the presentation and from other Commissioners with emphasis placed on the importance of the presentation itself to the program directors.</p>	Recommendations approved by all members of the EWTF Committee which will be presented to the commission on May 2, 2012.
10.	Final Recommendations for Registered Nurse Education Program Capitation and Special Programs	<p>Program Analyst Yolanda Avalos-Troyer asked the EWTF Committee to approve the following Registered Nurse recommendations for the Commission:</p> <p><u>Capitation:</u></p> <ul style="list-style-type: none"> • Evaluation criteria and scoring model as of April 10, 2012 • The hybrid scoring model • The streamlining changes to the RFAs <p><u>Special Programs:</u></p> <ul style="list-style-type: none"> • Evaluation criteria and scoring model as of April 10, 2012 • The hybrid scoring model • The streamlining changes to the RFAs <p>Program Director Presentations: Optional The Commission will have the ability to change scores based on what they have heard in the presentation and from other Commissioners with emphasis placed on the importance of the presentation itself to the program directors.</p>	Recommendations approved by all members of the EWTF Committee which will be presented to the commission on May 2, 2012.

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11.	Wrap-up		<p>Manuela Lachica requested the commission members who are a part of the EWTF Committee present the changes to the full commission on May 2, 2012 and the commission agreed to do so.</p> <p>There was a broad consensus by the EWTF that the commission should be more policy oriented.</p>
12.	Adjournment	The meeting was adjourned at 3:30pm	