

**Healthcare Workforce Development Division**

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Members of the Commission

William W. Henning, DO, **Vice Chair**
 Rosslynn S. Byous, DPA, PA-C
 Elizabeth Dolezal
 Michael Farrell, MD
 Katherine Flores, MD
 Carol Jong, PhD, RD
 Karyn Karp, CRNA, MS
 Catherine Kennedy, RN
 Laura Lopez
 Ann MacKenzie, NP
 Kathyann Marsh, PhD
 Angelica Millan, RN, MSN, RNP, FAAN
 Cathryn Nation, MD
 Joseph Provenzano, DO
 V. Katherine Townsend, PhD, MSN

**September 15, 2014
 Meeting Minutes**

**CALIFORNIA HEALTHCARE WORKFORCE
 POLICY COMMISSION (CHWPC)**

**Family Nurse Practitioner (FNP)/
 Physician Assistant (PA) and
 Registered Nurse (RN) Policy Meeting
 Teleconference/Webinar**

400 R Street
 Sacramento, CA 95811

OSHPD Director
 Robert P. David

Executive Secretary
 Lupe Alonzo-Diaz, MPAff

*Action may be taken on any
 item listed on the agenda*

Commission Members Present:

William Henning, DO - Chair
 Katherine Flores, MD
 Carol Jong, PhD, RD
 Karyn Karp, CRNA, MS
 Catherine Kennedy, RN
 Laura Lopez
 Ann MacKenzie, NP
 Angelica Millan, RN, MSN, RNP, FAAN
 Katherine Townsend, EdD, MSN

Commission Members Not in Attendance:

Rosslynn Byous, DPA, PA-C
 Elizabeth Dolezal
 Michael Farrell, DO
 Kathyann Marsh, PhD, RN
 Cathryn Nation, MD
 Joseph Provenzano, DO

Staff to Commission:

Lupe Alonzo-Diaz, MPAff, Deputy Director
 Melissa Omand, Program Administrator
 Barbara Zendejas, Program Administrator
 Michelle Lehn, Program Administrator
 Racheal Gastelum, Program Analyst
 Tyfany Frazier, Program Coordinator

Agenda Item 1: Call to Order

Chair William Henning called the meeting to order.

Agenda Items 2: Introduction of the CHWPC Members

Commissioners introduced themselves.

Agenda Item 3: Task Forces Scope and Expected Outcomes for the FNP/PA and RN Task Forces and Policy Meetings

Lupe Alonzo Diaz explained that the Family Nurse Practitioner/Physician Assistant (FNP/PA) Task Force was held on July 28, 2014 and the Registered Nurse (RN) Task Force was held August 25, 2014 to recommend updates to the Request for Applications (RFA). The CHWPC would be reviewing and voting on these recommendations today.

Agenda Item 4: Approval of July 10, 2014; July 24, 2014; July 28, 2014 and August 25, 2014 Meeting Minutes.

Commissioners reviewed and approved the meeting minutes as submitted.

Action Items:

- Motion to approve meeting minutes (Townsend), Seconded (Flores). Motion Adopted.

The July 10, 2014; July 24, 2014; July 28, 2014 and August 25, 2014 Meeting Minutes are hereby incorporated as Attachment 1

Agenda Item 5: Review and Approve July 28, 2014 FNP/PA Task Force Recommendations to the 2014 Base and Special Programs RFA

Melissa Omand led the discussion of Task Force recommended updates to the 2014 FNP/PA Base Application. She explained that many of the updates echoed the Family Medicine RFA that was approved by the CHWPC on July 24, 2014.

Action Items:

Base

Executive Summary

Motion to accept task force recommendations: Requiring applicants to identify how they address social determinants of health (Flores), Seconded (Kennedy)

Motion to accept task force recommendations to the FNP/PA Base RFA (Flores), Seconded (Kennedy)

Special Programs

Motion to accept task force recommendations to the Special Programs RFA (Flores), Seconded (Millan)

Proposed Changes to the 2014 FNP/PA Base RFA and Special Programs RFA are hereby incorporated as Attachment A and B

Agenda Item 6: Review and Approve July 28, 2014 FNP/PA Task Force Recommendations for the Evaluation Criteria for 2014 FNP/PA Base and Special Programs RFAs

Action Items:

The California Endowment (TCE) Priorities:

Motion to add scoring criteria of one point for every example of how the applicants address social determinants of health and one point for every example of pathways and pipelines to be scored equally across all disciplines (Flores), Seconded (Townsend). Motion Adopted.

Motion to add a question about what TCE priorities the application is aligning with (Henning), Seconded (Flores). Motion Adopted.

Agenda Item 7: Review and Approve July 28, 2014 FNP/PA Task Force Recommendations for 2014 FNP/PA Special Programs Funding Priorities

Melissa Omand led a discussion on Special Program priorities. There were 14 priorities that The California Endowment asked the Commission to consider when funding programs.

ACTION ITEMS:

Motion to accept the Task Force Recommendation to add the following criteria as presented

1. Engage in patient centered medical home transformation through the development of curricula and training of residents in team-based care, population health management, chronic care management, and registry use or registry-type function of an electronic health record
2. Recruit and retain primary care faculty in rural and underserved communities (Townsend), Seconded (Millan). Motion Adopted.

Agenda Item 8: Review and Approve July 28, 2014 FNP/PA Task Force Recommendations for 2014 FNP/PA Base and Special Programs Progress and Final Reports

ACTION ITEM:

Motion to approve the progress and final reports with the recommended edits (Flores), Seconded (Townsend). Motion Adopted.

Agenda Item 9: Review and Approve August 25, 2014 RN Task Force Recommendations to the 2014 Capitation and Special Programs RFAs

Barbara Zendejas led the discussion of Task Force recommended updates to the 2014 RN Capitation Application.

ACTION ITEMS:

Motion to approve the Task Force recommended updates to the Capitation RFA (Flores), Seconded (Kennedy). Motion Adopted.

Motion to approve the Task Force recommended updates to Special Programs RFA (Kennedy), Seconded (Millan). Motion Adopted.



**Agenda Item 10: Review and Approve August 25, 2014 RN Task Force
Recommendations for the Evaluation Criteria for 2014 RN
Capitation and Special Programs RFAs**

ACTION ITEM:

Motion to accept the Task Force recommended updates to the Capitation and Special Programs RFA (Jong), Seconded (Millan). Motion Adopted.

**Agenda Item 11: Review and Approve August 25, 2014 RN Task Force
Recommendations for the 2014 RN Capitation and Special
Programs Progress and Final Reports**

Action Item:

Motion to accept the Capitation and Special Programs progress and final reports (Kennedy), Seconded (Townsend). Motion Adopted.

Agenda Item 12: General Public Comment

None

Agenda Item 13: Agenda Item for Next Meeting

Agenda Item 14: Adjournment

The meeting adjourned at 12:12pm

All the attachments mentioned in these minutes can be found at:
http://oshpd.ca.gov/General_Info/Public_Meetings.html

