



Office of Statewide Health Planning and Development

**Healthcare Workforce Development Division**

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 Cathryn Nation, MD
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 V. Katherine Townsend, PhD, MSN

Revised
August 25, 2014
Meeting Minutes

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

**Registered Nurse (RN) Education Programs
 Task Force Teleconference/Webinar Meeting**

400 R Street
 Sacramento, CA 95814

Task Force Members Present:

Catherine Kennedy, RN
 Katherine Townsend, EdD, MSN

Staff to Commission:

Lupe Alonzo Diaz, MPAff, Deputy Director
 Manuela Lachica, Senior Program Administrator
 Barbara Zendejas, Program Analyst

Agenda Item 1: Call to Order

Katherine Townsend (Chair) called the meeting to order.

Agenda Items 2: Introduction of the RN Task Force Members

Task force members and staff introduced themselves.

Agenda Item 3: Purpose of Task Force and Meeting

Lupe Alonzo-Diaz explained that the purpose of this Task force meeting was to review and approve the RN Request for Applications (RFA), the Capitation and Special Programs progress and final reports. The approved draft documents would then be finalized by the CHWPC at the FNP/PA and RN Policy Teleconference scheduled for September 15, 2014.

Agenda Item 4: Review and Approve the 2014 Capitation and Special Programs Requests for Application (RFA)

Manuela Lachica led the discussion of Proposed Changes to the 2014 Capitation and Special Programs Application. The public did not provide any comments.

ACTION ITEMS:

- Motion to accept the recommended changes to the RN Capitation application as provided by staff and the recommended changes to the Faculty Qualifications page (Kennedy), Seconded (Townsend). Motion Adopted.
- Motion to accept the recommended changes to the RN Special Programs application as provided by staff and the recommended changes to the Faculty Qualifications page (Townsend), Seconded (Kennedy). Motion Adopted.

The Capitation and Special Programs RFA's are hereby incorporated as Attachments A and B

Agenda Item 5: Review and Approve Revised RN Capitation and Special Programs Progress Reports and Final Reports

Manuela Lachica led the discussion on the progress and final reports. She explained that the Associates Degree, Bachelor's Degree and Master's Degree were typically the same with some minor changes. The public did not provide any comments.

- Motion to accept the Capitation progress and final reports as presented (Townsend), Seconded (Kennedy). Motion Adopted.

The RN Capitation Progress Reports and Final Reports are hereby incorporated as Attachments C-1 – C-4

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

The Special Programs Progress Reports and Final Reports are hereby incorporated as Attachments D-1 – D-4

Agenda Item 6: General Public Comment

None

Agenda Item 7: Agenda and Follow-up Items for Next Meeting

- Staff will post Special Programs progress reports to the CHWPC Resources folder on the Song-Brown Website.
- Staff will create a short analysis of the progress of the previous round of Special Programs funding for all disciplines to present to the Commissioners.

Agenda Item 8: Adjourn Meeting

The meeting adjourned at 11:00am

All the attachments mentioned in these minutes can be found at:

http://oshpd.ca.gov/General_Info/Pub_Mtng_Notc_Agendas/CHWPC/2014/RN-Task-Force-Agenda-August-25-8-14-14.pdf