

**Healthcare Workforce Development Division**

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**California Healthcare Workforce Clearinghouse Advisory Team**  
**Revised October 8, 2008 Meeting Notes**

**Meeting Location:** Sutter Center for Health Professions, 2700 Gateway Oaks Drive, Sacramento, CA,  
 10:00 a.m. – 1:00 p.m.

**Participants Present:**

Jim Koontz  
 Patrick Perry  
 Katherine Flores  
 Cathy Martin  
 Stephanie Leach  
 Ruben Cantu  
 Marsha Hirano-Nakanishi  
 Javier Romero  
 Pamela Petty  
 Cindy Beck  
 Warren Barnes  
 Inna Tysoe  
 Spencer Wong  
 Beth Abbott  
 Lupe Alonzo-Diaz  
 David Carlisle  
 Sabina Ohri  
 Saba Brelvi  
 Andrea Gerstenberger

**Organizations:**

California Association of Health Facilities/QCHF  
 California Community Colleges Chancellor's Office  
 California Health Professions Consortium  
 California Hospital Association  
 California Labor and Workforce Development Agency  
 California Pan-Ethic Health Network  
 California State University, Office of the Chancellor  
 California Workforce Investment Board  
 Department of Consumer Affairs  
 Department of Education  
 Department of Managed Health Care  
 Department of Mental Health  
 Employment Development Department-Labor Market Information Division  
 Health Access California  
 Health Professions Education Foundation  
 Office of Statewide Health Planning and Development  
 Public Policy Institute of California  
 The California Wellness Foundation  
 University of California, Office of the President

**OSHPD Staff Present:** Angela Minniefield, Stephanie Clendenin, Gloria Robertson, Dorian Rodriguez, Monique Scott, Deb Wong, Deborah Holstien, Felicia Borges, Jeri Westerfeld and Yolanda Avalos-Troyer

**Handouts:** Staff mailed Advisory Team members materials prior to the meeting.

Other handouts distributed at the October 8th Advisory meeting included:

- Focus Groups Invited Organizations
- Healthcare Workforce Diversity Advisory Council May 2008 Report
- Other States Comparison Matrix
- Process for Determining Clearinghouse Data Collection Priorities
- Health Profession Occupations
- The California Endowment's "Allied Health Workforce Analysis Los Angeles Region," May 2008
- The California Endowment's "Allied Health Workforce Analysis San Diego Region," June 2008

## **Welcome and Opening Remarks - Angela Minniefield**

Angela Minniefield, Deputy Director of the Healthcare Workforce Development Division, opened the meeting. Dr. Carlisle, OSHPD's Director, provided welcoming remarks. Angela thanked the Advisory Team members for attending the meeting and for their valuable assistance in establishing the Healthcare Workforce Clearinghouse (Clearinghouse). She stated the purpose of the meeting was to discuss the Clearinghouse accomplishments and progress since January 2008. Angela also mentioned that The California Endowment (TCE) was instrumental in funding a grant to initiate the program.

## **Focus Group Participant Introductions – Angela Minniefield**

The Advisory Team members and OSHPD staff made brief introductions.

## **AGENDA ITEMS – ANGELA MINNIEFIELD**

Angela briefly reviewed the Agenda and presented a 'Phase I Overview' from January – December 2008, which included resources, activities, participants and outcome sections. She stated the main purpose of the Clearinghouse is to establish a central repository for healthcare workforce and education data. OSHPD is mandated to work with the University of California, California State University, California Community Colleges Chancellor's Office, state licensing entities, and the Employment Development Department's Labor Market Information Division. OSHPD has determined to collaborate with the California Postsecondary Education Commission to collect education data.

The activities accomplished since January 2008 included conducting a Feasibility Study Report (FSR), and facilitating five regional focus group sessions throughout California to elicit stakeholder concerns, ideas, data needs, challenges and issues. OSHPD also surveyed other states regarding their healthcare workforce and education data collection efforts. OSHPD created a Clearinghouse website to include information and updates.

**ACTION:** Jim Koontz requested staff forward handout information to him electronically. OSHPD will provide power point presentations to the Advisory Committee.

## **REGIONAL FOCUS GROUP RESULTS – GLORIA ROBERTSON**

Gloria Robertson presented the focus group overview and results. The five focus group sessions contained 144 participants and were held in Fresno, Los Angeles, Oakland, Rancho Cucamonga, and Sacramento. Staff provided a questionnaire to stimulate the discussions. Discussion questions included:

1. How does your organization plan to use the collected data?
2. What are your recommendations for viewing and accessing the data?
3. What issues/challenges do you foresee in data retrieval, sharing and transmission mechanisms?
4. Identify other data needs/resources to be considered in this process.
5. What questions or activities do you recommend in conducting future focus groups?

The focus groups revealed common themes, critical needs for the Clearinghouse and policy implications. Staff also identified ways to:

- Help OSHPD establish a user friendly, easy and comprehensive data warehouse,
- Identify potential Clearinghouse data users,
- Form partnerships to help OSHPD in data collection activities

*For additional information, please refer to the "California Healthcare Clearinghouse Focus Group Overview" handout.*

## **OTHER STATE'S HEALTHCARE WORKFORCE CLEARINGHOUSE EFFORTS – DORIAN RODRIGUEZ**

Dorian Rodriguez presented an overview other states' healthcare workforce data collection activities. She provided a matrix that identified 12 states and their available data. The states included Michigan, Texas, South Dakota, Tennessee, Wyoming, Minnesota, North Carolina, Hawaii, Maine, Maryland, New Jersey and Florida.

Katherine Flores suggested that OSHPD contact the Area Health Education Centers (AHEC) in other states for further research.

*For more information, please refer to the "Other States Comparison Matrix" handout.*

## **CLEARINGHOUSE DATA INFRASTRUCTURE – DEBORAH HOLSTIEN**

Deborah Holstien presented an overview on the data infrastructure for the Clearinghouse solution to collect, store, disseminate and report data.

Comments from the Advisory Team:

- Standardized data system to eliminate other data systems
- Include student information that can be linked or tracked by identifying their educational and employment progressions
- Ensure easy access
- Maintain data confidentiality
- Include time line elements
- Include information on faculty
- Include telemedicine information
- Consider legal issues for gathering data
- Include information on K-12 programs
- Research activities performed by CPEC regarding unique identifiers.

*For additional information, please refer to the "Clearinghouse Data Infrastructure" slide presentation.*

## **DATA COLLECTION: PRIORITIZE HEALTH PROFESSIONS – ANGELA MINNIEFIELD**

Ms. Minniefield provided an overview on the process for determining Clearinghouse data collection priorities and deliverables. OSHPD will research priorities to collect data spanning four phases, beginning in 2009-10. The phases include:

2009 – 2010 Phase I

- Identify data available
- Identify data gaps
- Research and analyze statutory reporting requirements and relevancy

2010 – 2011 Phase II

- Identify collection and analysis regarding physicians, physician assistants, registered nurses and licensed vocational nurses
- Host meetings with licensing and certifying bodies
- Identify capacity, location, and issues regarding statutory requirements

2011 – 2012 Phase III

- Identify data collection and analysis regarding, dentists, dental auxiliaries, core mental health providers, pharmacy and pharmacy technicians
- Host meetings with licensing and certifying bodies
- Identify capacity, location, and issues regarding statutory requirements

2012 +

Phase IV

- Data collection and analysis for other Allied Health Providers (i.e. occupational therapists, physical therapists, nursing assistants, and medical assistants)

Angela noted that these priorities are recommendations and may change due to data availability and data provider resources.

Jim Koontz requested OSHPD to review AB 1629 regarding long-term care facilities, caregivers, certified nurse assistant through registered nurses. He suggested that these occupational classifications be added to Phase II.

*For additional information, please refer to the handout "Process for Determining Clearinghouse Data Collection Priorities".*

**ACTION:** OSHPD needs to review AB 1629 for clarification on long-term care.

Cathy Martin requested OSHPD to include clinical laboratory scientists and medical imaging in one of the phases. The clinical laboratory scientists' health profession is a new classification.

**ACTION:** OSHPD needs to research the clinical laboratory scientists' occupational classifications.

#### **CLEARINGHOUSE WEB UPDATES – FELICIA BORGES**

Felicia Borges presented an overview of the new Clearinghouse website. The website will contain a variety of resources and reference materials that may information on activities to date, reports, resources, announcements, and Advisory Team meeting information.

The website can be viewed at <http://www.oshpd.ca.gov/hwdd/hwc> .

**ACTION:** Designate confidential access for Advisory Team members on the website.

#### **NEXT STEPS – ANGELA MINNIEFIELD**

- OSHPD will be hiring permanent Clearinghouse Staff
- OSHPD staff may visit other states to examine their data collection efforts
- OSHPD will conduct meetings with data providers
- OSHPD will establish internal data work teams to develop action plans
- OSHPD plans to hold another Advisory Team meeting late Spring 2009

#### **COMMENTS**

Ms. Minniefield stated that the National Primary Care Officers met at the annual meeting in Florida last weekend and that Boston had inquired about California's Clearinghouse. She also stated that OSHPD will continue to share information regarding the Clearinghouse implementation activities.

Dr. Carlisle thanked the Advisory Team for their efforts.

**Adjournment: 12:30 p.m.**