

PHENSA
Meeting Minutes
Tuesday, September 19, 2017
9am – 2:30pm

Present: Roll Call – V. Howard (see additional document)

Agenda Item	Discussion	Action
I. Call to Order and Announcements K. Cheever	<ul style="list-style-type: none"> • Meeting called to order 9:10 am 	
II. Approval of Spring 2017 Minutes	<ul style="list-style-type: none"> • D. Greenawald motioned • C. Mailloux Seconded 	Minutes Approved
BUSINESS MEETING		
III. Treasurers Report /Review of Financial Statements C. Russell	<ul style="list-style-type: none"> • P&L Statement reviewed: membership income will increase to \$18,000 due to new members • Balance Sheet • PA Invest – we will continue with this • Proposed Budget similar to previous years • Organization remains fiscally sound 	
IV. Awards R. Trofino	<ul style="list-style-type: none"> • Putting out call for Award Nominations in the beginning of January • Criteria reviewed • Send nominations mid-February 	
V. Nominating Committee K. Cheever for previous chair J. Williams	<ul style="list-style-type: none"> • A. Phalen and L. George are currently on committee • W. Robb agreed to serve on committee • D. Zbegner motioned • N. Woods seconded • All in favor to add W. Robb to committee 	
VI. Program Committee M. Snyder	<ul style="list-style-type: none"> • Spring Meeting: Tuesday April 10 Meeting State College PA • Consider Altoona for a Spring meeting • Encourage student research poster presentation submission for Spring meeting – extending invitation to Masters and Doctoral students – projects must focus on Nursing Education 	<ul style="list-style-type: none"> -Send evaluation forms -Share suggestions for presenters -Share input related to Altoona as a site for upcoming meeting

		-Encourage student poster submissions
VIII. Public and Professional Affairs -	<ul style="list-style-type: none"> • Some turnover – need six people to serve and represent regions • Immediate past president is a member of the committee • Searching a representative for Central and a Chair 	Current members need to choose a chair!
IX. Nursing Education Research (B. Noll-Nelson)	<ul style="list-style-type: none"> • Nursing Education Research grant awarded every other year • RFP in Spring • Award in June – receive funds in end of summer • Awardees present research at upcoming PHENSA meeting 	
X. Bylaws Committee R. Trofino	<ul style="list-style-type: none"> • Members were asked for any suggestions for changes • R. Trofino discussed possibility of changing Article XII section G: adding additional responsibilities for Research Posters to Nursing Education Research Committee: • Add ‘president-elect when available’ to the membership (President Elect is chosen every other year) • <i>‘Additionally this committee will issue a call for graduate student poster presentations to be presented at the Spring Meeting. Applications will be reviewed and will be notified of acceptance by the committee’</i> 	
XI. Strategic Plan K. Cheever	<ul style="list-style-type: none"> • K. Cheever presented Strategic Plan to membership • Suggestion to add years for Goal 2 Strategy 1.2c: Meet with Associate Degree Program leaders on an every other year basis – add the specific years to the document • This suggestion was approved and the entire Strategic Plan was approved K. Puskar motioned; D. Trinkaus seconded • Membership approved strategic plan 	
XII. Ad Hoc Committee C. Heilferty	<ul style="list-style-type: none"> • Mentors committee seemed redundant with AACN • Need for ongoing communication / postings on website • C. Heilferty agreed to work on website and communication as the Ad Hoc Communications Committee • This committee will monitor website and focus on updating communications 	•

	<ul style="list-style-type: none"> • Will support PHENSA members who are running for election for national positions with AACN 	
XIII. New Business	<ul style="list-style-type: none"> • K. Cheever spoke with S. Petula about orientation programs and suggested setting Fall meeting so that SBON could coordinate new Director orientation with PHENSA meetings • Dinner for AACN – Monday 7pm in JW Marriott Avenue Grill (~\$45 for entire meal) • Alexis demonstrated website login 	
XIV. Updates from the State Board	<p>Dr. Petula: Pre-Licensure</p> <ul style="list-style-type: none"> • Update on PA licensing system – see Handout provided in meeting documents – new paperless system with PA SBON • Website – PALS FAQ – review this – will begin for renewals in October 2017 • Individuals will need to upload state criminal records documents for new licensure** Stay tuned for start date and details!! (background check must be within 90 days) • Review SBON Website for Opioid Epidemic information and Guidelines • Act 31 Continuing Education (Child Abuse Education for initial licensure and renewals) – complete this well in advance of renewals!! Students need to check the box for ‘applying for licensure’ • Two regulations: Nursing Ed Programs (proposed pre-draft regs) – these remain with the Board Regulatory Council- this is a lengthy process • 2 remaining board meetings this year: Oct 27; Dec 7 • Prelicensure report due Oct 31 – this is due slightly earlier • Annual Report – make sure registration page is updated • Graduate should take NCLEX exam within 1 year of graduation; As of Dec 2017 – these individuals are on notice – they have til Dec 17, 2017 to take the exam. If they don’t, they need to go in front of the board and explain why they have not taken the NCLEX • Licensees must notify the board of an address change within 14 days • English proficiency requirement added to a regulation – this does not impact our programs in PA • Applications are good for one year from date of signature 	

	<ul style="list-style-type: none"> • Testing Accommodations: form on website with directions- section for director of program to complete as well; provider must also provide information (includes the type of testing that was done to provide diagnosis) • NCLEX results – should receive these by mid-October • Bureau of Enforcement and Investigation have visited nursing programs to ensure compliance- visits will occur every 3 years • NCSBN – public website with great information; NCLEX conference, test plan, mapping curriculum, next generation NCLEX (can they better measure clinical judgement); this website is great resource for faculty and students • Exam Security: leave cell phone at home!!; they read test security statements prior to exam and sign – must follow standards! • October 17 – 3 spaces open for new director orientation • New application for new programs or adding an additional site for nursing programs – the application is on the website • Review the new HRSA report on state of Nursing Workforce <p>Wendy Miller Presentation (Advanced Practice)</p> <ul style="list-style-type: none"> • Home Page of Website: supports numerous prescribing guidelines – review these links!! • All prescribers must take mandatory opioid education (new and renewals) • New: Documentation for opioid education is now added to Nursing Education Verification forms – also for advanced pharmacology; the continuing education provider should include this information on the certificates of completion • Opioid education can be included in advanced pharmacology courses • Suggestion to offer new director orientation for NP programs • New form for program expansion is located online • CRNP Annual program reports are ‘behind schedule’ as a result of the new licensure system– hope to catch up soon 	
Presentations	<ul style="list-style-type: none"> • PA Action Coalition Update – V. Howard • Research Award Presentations 	

	N. Cyphers, C. Mest, D. Byrne <ul style="list-style-type: none">• The Accuracy of State NCLEX RN passing standards for Nursing Programs – S. Foreman	
XV. Adjournment	Meeting Adjourned	

Minutes respectfully submitted by V. Howard PHENSA BOD Secretary