

**PHENSA**  
**Meeting Minutes**  
**Tuesday, April 10, 2018**  
**9am – 2:30pm**

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

<b>Agenda Item</b>		<b>Action</b>
I. Call to Order and Announcements K. Cheever	Roll Call completed by V. Howard	
II. Approval of Fall 2017 Minutes-V. Howard	D. Greenawald motioned L. George seconded	Minutes unanimously approved
<b>Business Meeting</b>		
III. Treasurers Report /Review of Financial Statements K. Hirthler for C. Russell	<p>Generally, our income is not covering expenditures</p> <ul style="list-style-type: none"> <li>• Two choices: increase dues or increase meeting cost</li> <li>• Current dues \$400 per member</li> <li>• Venues for meetings have become more expensive</li> <li>• Have not raised dues for &gt;10 years</li> <li>• Do not want increase cost to attend the meeting so that attendees can come</li> <li>• Strategic Plan has additional costs</li> <li>• Additional costs for Graphtech – webdesign, eblasts</li> </ul> <p>Per Article XIII Section I: Motion to increase membership dues by \$50 for upcoming FY and increase membership dues by \$50 the next year</p> <p>Vote: membership dues increase was approved by membership with one abstention (D. Trinkaus)</p> <p>When surveyed, members chose Harrisburg and State College as the two venues for meetings</p>	<p>Membership dues will increase by \$50</p> <p>Suggestion to send email announcement to schools regarding the increase in membership dues</p>
IV. Awards R. Trofino	A. Hollingsworth presented with Distinguished Colleague Award	

V. Nominating Committee L. George for A. Phalen	Full slate of candidates for elected positions Many open positions on committees: L. George and K. Cheever to continue to ask for volunteers	Votes Counted and the following members were elected: D. Zbegner-President Elect S. Hartung-Secretary C. Russell-Treasurer  Nominating Committee members elected: D. Greenawald J. Luetschwager
VI. Program Committee M. Snyder	<ul style="list-style-type: none"> <li>• Fall 2018– September 18, 2018</li> <li>• Tentative Spring Meeting: April 9, 2019 (note suggested location on evaluation form)</li> <li>• Share speaker / topic recommendations on the evaluation forms</li> </ul>	All members encouraged to share feedback on evaluation forms
VIII. Public and Professional Affairs – V. Howard	PA Coalition of Nurse Practitioners will be holding a lobby day in support of the expansion of the Scope of Practice on Tuesday, April 17th	Encourage member participation in advocacy efforts
IX. Nursing Education Research-K. Cheever	<ul style="list-style-type: none"> <li>• Will need to share RFP for Research grant once president-elect is named</li> <li>• Proposal will be due June 1-\$2500 can be awarded</li> <li>• Decision is made within 1-2 months</li> </ul>	
X. Bylaws Committee R. Trofino	See suggested changes in <b>red</b> :  <i>Nursing Education Research Committee, consisting of the President-elect (even years) and the Past President (odd years) and three Deans/Directors or Associate members, shall be appointed by the Executive Committee after the annual meeting in odd years. The committee shall oversee the administration of the PHENSA Fund, select award recipients, establish on-going criteria for education research grant awards, assemble a review panel for each grant application submission period, notify PHENSA membership and other qualified prospective applicants of the award opportunity, make decisions regarding grant awards, report awards to the membership at the spring meeting, and chair poster presentations.</i>	Bylaws change approved unanimously

	<p>Discussion:</p> <ul style="list-style-type: none"> <li>• Call for proposals sent in Dec, Jan, Feb</li> <li>• Abstracts were reviewed by Program Committee and confirmation letters were sent</li> <li>• Posters are a 'better fit' for the nursing Education research committee</li> </ul> <p>C. Mailloux motioned, L. George seconded</p>	
XI. Strategic Plan K. Cheever	<ul style="list-style-type: none"> <li>• Attendance at meetings and membership is improving</li> <li>• Programs are high quality and timely, reflecting statewide issues</li> <li>• K. Cheever is requesting that a 'dashboard' be used to determine how Strategic Planning Goals are progressing</li> <li>• Suggesting that the Strategic Planning Committee and/or Communication Ad Hoc Committee lead this effort</li> </ul>	K. Cheever will follow up with both committees
XII. Communication Ad Hoc Committee	<ul style="list-style-type: none"> <li>• L. Hoffman will chair Communications Ad Hoc Committee in the future</li> <li>• Will request data report related to Strategic Plan in the Fall 2018 meeting</li> <li>• Need volunteers to assist with this committee</li> </ul>	K. Cheever / L. Hoffman to ask for additional committee members
XIII. Business Meeting Adjournment	Business Meeting adjourned at 9:35 am	
Updates from the State Board- Dr. Sue Petula	<p>Dr. Petula is FT nursing education advisor There are some staff vacancies</p> <p>PALS.Pa.gov: migration to this new system for licensing March 22 – system launched for RN application Online Services: make sure students are aware of this information Instructions have been updated and carefully rewritten – go to online app No more paper applications (even for re-examine) Can apply online without SSN (cannot renew without SSN) – but they will need a waiver; schools should still enter last four digits of SSN Print and Read – ensure students actually print these documents and follow carefully: FAQ's important as well 717-772-8546-Dr. Petula's direct phone 717-214-2647-Linda Groce <a href="mailto:Lgroce@pa.gov">Lgroce@pa.gov</a> (best to email Linda)</p>	

Site visits on 3 year cycle for fully approved programs

Online licensure: criminal background checks for every new applicant are required

- PA Criminal history record check for PA residents
- If student has lived in 3 or more states during past 5 years, need criminal background check in state they reside and FBI summary as well (see links in the 'print and read' document)
- Statements must be accurate and truthful!!!

Student can see the checklist

- Application cannot be submitted until ALL documents are uploaded
- Apply for TPP and Exam in one application (Total fee \$70)
- What board (nursing board)
- What license type (RN Licensure)
- You can start and save the application – suggest starting as early as possible (at least within 90 days)

Right now: after submission of NEV, the online system checklist may still state 'not received' – this is confusing; once you complete the NEV and receive the Email receipt, the NEV IS RECEIVED

Timeout is 30 minutes! Continuously save in lower right hand corner!!  
Remind students to apply for Pearson at the same time!!

Differentiate dropdown box: initial licensure (students) should choose registered nurse (do NOT choose Nursing Education Program RN)

Regulation Updates

Prelicensure and CRNP pre-draft regs are still under review, especially with respect to the implementation of the PALS system

Fees: costs for program, curricular changes, etc have been covered by licensure fees. There is a suggestion (2016) that proposes fees based upon time

	<p>allotments – the PA Bulletin will be posted and there will be a 30 day comment period. The bulletin will be posted tentatively in Summer 2018. This has an impact upon programs. <b>Be alert for the PA Bulletin</b></p> <p>Processing times for TPP are slightly longer than usual. Allow for approximately 3 weeks, once the application is complete</p> <p>Must take NCLEX within one year of graduation</p> <p>NCLEX pass rate reports: Quarterly reports sent via email; annual reports sent via US postal mail</p> <p>NCSBN: be alert to Next gen NCLEX – posted on public website under Research section; Measurement of clinical judgment related to clinical decision making; just published the NCLEX conference this year-make sure you register early!! Delegates should approve updated test plan in August and decisions regarding the passing standard may be updated in early 2019</p> <p>EPPIC will eventually evolve into the PALS system – stay informed!</p> <p>Board meetings – if you'd like to attend and bring students, please let them know in advance</p> <p>A student must be supervised by a registered nurse (preceptor) in clinical; faculty must be immediately available by phone</p> <p>New Director Orientation: April 25 Review Sessions may be able to be scheduled – let Dr. Petula know of your needs</p> <p>Simulation guidelines: PA SBON is reluctant to identify hours or a percentage for simulation - however, the current regs suggest that <b>EVIDENCE BASED</b> simulation activities are used (use NCSBN and INACSL guidelines)</p>	
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Presentations	<p><b>Screening, Brief Intervention, and Referral to Treatment (SBIRT) Curriculum Integration:</b>  <b>A Value-added Approach to Alcohol and Substance Use Education</b>  Ann M. Mitchell, PhD, RN, AHN-BC, FIAAN, FAAN  Kathy Puskar, DrPH, RN, FAAN</p> <p>Poster Presentations – 12 posters from PA graduate students</p> <p>SBON Update – see above</p> <p><b>PA Action Coalition Update</b>  Sarah Hexem</p> <p><b>Innovative Partnerships to Achieve IOM Recommendations for BSN Prepared Nurses</b>  Karen Thacker PhD, RN, CNE – Alvernia College  Debbie Rahn EdD, MSN, RN – Reading Hospital School of Health Sciences  Cindy Mailloux PhD, RN, CNE – King’s College</p>	

Minutes respectfully submitted by V. Howard PHENSA BOD Secretary