

Project Name	Professional Development Council	Leader	Tina
Purpose	Monthly Meeting	Facilitator/Coordinator	Tina/Regla
Date/Time	June 7, 2017 830-1630	Recorder/Scribe	Tina
Location	Cedar Conference Room, Parkridge	Process Monitor	Michelle
Conference/Web Number	none	Timekeeper	Arden
Attendees Present			

Attendee	Credentials	Department	Attendee	Credentials	Department
Regla Maria Gonzales	BSN, RN, CPN	Children's ER Richland	Arden Scollon	BNS, RN, CMSRN	ANM The Oaks, Parkridge
Karla Cook	BSN, RN	Orthopedics Baptist	Erica Turrentine	BSN, RN, CNOR	Outpatient Surgery
Mary Jo Scribner-Howard	MSN, RN, RN-BC	Nursing Workplace Engagement	Jennifer Ray ABSENT	AND, RN, CMSRN	Richland Springs
Dana Murphy	BSN, RN	Nursing Education	Nadine Brooks ABSENT	MSN, RN, CCRN	Operations Manager, Heart Hospital
Michelle Page ABSENT	MN, RN, CDE	CPS, Diabetic Program Coordinator	Kacie Berry	BSN, RN, CCRN	CV ICU Heart Hospital
Tina Oliva	BSN, RN, CMSRN	The Oaks, Parkridge	Mariann Valentine ABSENT	ADN, RN	Nursing Workforce Engagement
Pamela Goodwin	MSN, RN, IBCLC	Lactation Consultant, Baptist	Josh Duffey		Nursing Workforce Engagement

Minutes

Topic	Desired Outcomes	Facilitator	Minutes
Reflection		Jennifer	
Agenda overview Approval of Minutes Pluses and Deltas	Agenda, Minutes, Pluses and Deltas, and Council Connect sent in email: Council vacancies Stop Light report sent to UBC and NM/Directors	Regla	<ul style="list-style-type: none"> Reviewed action items

	Delivery of Nurses Week Basket Winner. Time to discussion		
Director's Discussion and voting	Update of addition of Director to council, will vote at this time	Tina	<ul style="list-style-type: none"> Council reviewed 6 applicants and voted on director
BSN /Certification	STANDING ITEM: Updated information on BSN/certification. Issue with HR receiving and processing Regular Employees Yearly Update of Certifications and Degrees. Brainstorm ideas for afternoon workout.	Erica	<ul style="list-style-type: none"> Info about HR and process Erica has been working with Joni from HR and gathering info on process and policy <ul style="list-style-type: none"> Policy vague-leaders to turn in Talked about developing a pgr or having info easily accessible Erica contacted multiple magnet hospitals to inquire about process for submitting BSN and Certs and those results included that the main way that the information was sent was through one person be the nurse or magnet coordinator. Discussed having Marry anne Ging , Joni, & Carl from HR talk about process and policy and moving forward how to create a standard process
ASCEND	STANDING ITEM: Updated information on ASCEND. Traveling Cart update.	Josh	<ul style="list-style-type: none"> Update on ascend 3 hill, 3 crest, 6 submit, 10 pinnacle Iround and how it will impact ascend moving forward October 16th go live for January submissions Possible pilot for iround <ul style="list-style-type: none"> Use this data to make changes before its sent out Talked about having nurses that have already used the old form/method be the pilot group for the new form
Nursing Professional Development at Palmetto Health	<u>New Partnership Update: Letter</u> Merger with Greenville Health System.	Regla	<ul style="list-style-type: none"> Talked about how to spread the word about education BSN & certification <ul style="list-style-type: none"> Putting it in nursing news letter Webinar and allow to ask questions Possibly bring in Val Richardson to give info about schools & tuition reimbursement

	<p><u>College/Universities: Nurses Notes</u> USC RN to BSN and MSN on-line degree Programs; accelerated RN to BSN program, Master of Health Information Technology Program, MSN in Nursing Administration and Leadership.</p> <p><u>Grants/Scholarship: Nurses Notes</u> The South Carolina Nurses Foundation-new scholarships; two- \$2,000 BSN students, three-\$2,000 Master’s students, four-\$5,000 Doctoral students. Queen’s University-10% tuition discount. Capella University-10% tuition discount and \$4,000 Grant and credit for professional certifications and prior learning.</p>		
<p>Professional Development Overview PowerPoint</p>	<p>Presentation to be presented on Orientation Day to all members to give overview of council and what we have done for the year</p>	<p>Regla</p>	<ul style="list-style-type: none"> • Picture to show this year in review • Accomplishments-NGR, Certified Nursing buttons, preceptor program redesign/kick off, enhancing the process for ascend, easter eggs, skills fair, set goals for certifications, & shealy’s bbq booth • Karla-Have new members talk about how being on the council has enriched their nursing career
<p>Nursing Grand Rounds</p>	<p><u>Workout:</u> Details Tickets - gold and raffle</p>	<p>Regla</p>	<ul style="list-style-type: none"> • Went over specifics and who does what • Presenter is Brandon, 3 nurses, PST, & Michelle

	<p>Flyers – marketing Door Prizes Refreshments Certificate for 8th Medical CEU Certificates Video</p>		<ul style="list-style-type: none"> • Arrive at 4:30 at Baptist auditorium • Sign in sheet-add bedside nurse <ul style="list-style-type: none"> ○ Who? Pam and Arden ○ What? Handout evals and tickets • Welcome-Carolyn or Regla • Intro-Blessing of hands by chaplain <ul style="list-style-type: none"> ○ Nurse Executive from Baptist ○ Who?Regla ○ What? Ppt mission statement • Agenda/house keeping-presentation 35 min, questions 10 min <ul style="list-style-type: none"> ○ Who? Erica & Karla with mic ○ Closing- 2min <ul style="list-style-type: none"> ▪ Who? Regla ▪ Thank you and handout certifications to Brandon and team ▪ Door prizes & Evaluations
<p>BSN/Certification Action/Implementation Plan</p>	<p><u>Certification Tool Kit</u> Purpose: Workout: Organization -table of contents -model/pathway -list of board certifications -resources -certification copy to HR -ASCEND story</p>	<p>Regla</p>	<p>Lead measures to achieve WIG of a 1% increase in professional certification and BSN per hospital by the end of May 2018.</p> <ul style="list-style-type: none"> • Certification and BSN toolkit • Promote ASCEND • Screen savers featuring certified nurses • Public recognition on each campus for certified nurses • Sponsorship of Professional Development Days on each campus • Develop partnerships with schools/universities – partner with workforce development
<p>Professional Development Council administration items</p>	<p>Look over By-laws, and Accountabilities</p> <p>Recruitment for Vacancies on our Council. Voting on</p>	<p>Regla</p>	<p>Reviewed the Purpose & accountabilities and made changes</p>

	new members will be in August.		
Action Items	Parking Lot Items. Planning of next month's agenda. Homework.		

Action Items

Who	What	When	Progress
	Possible pilot for iround		
Josh	Will bring form for iround & possible pilot for iround	Next meeting	
Whitney	Bring in to gather info regarding barriers to submitting certs etc	Next meeting	
Regla's Manager	Bring in to gather info regarding barriers to submitting certs etc	Next meeting	
HR	Review process/policy certs/bsn	Next meeting	
Tina	<ul style="list-style-type: none"> Email Renee to find out recommendation and what became of it Email Ian about nursing news letter Presentation orientation day Email amy and becky about refreshment for door prizes Send flyer, purpose, & handouts 	Next meeting	
Karla	Speech at orientation day	Orientation day	

Everyone

Recruit for NSG

Reviewed action items from last meeting