



# Nursing Education and Workforce Advisory Committee Meeting

## **SUPPLEMENTAL MATERIALS**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

## Table of Contents

<b><u>2.0 General instructions for the format of a teleconference meeting</u></b>	<b>3</b>
<b><u>4.0 Review and vote on whether to approve previous meeting minutes</u></b>	<b>5</b>
<b><u>5.0 Information Only: Report from the Board of Registered Nursing’s Executive Officer on updates of the Board’s actions and discussions relating to nursing education and workforce issues</u></b>	<b>15</b>
<b><u>6.0 Discussion and possible action: Regarding the formation of subcommittees and development of action plans for 2023 NEWAC meetings</u></b>	<b>17</b>
<b><u>7.0 Discussion and possible action: Review and discussion of potential changes to the 2022-2023 Annual Schools Survey and process for seeking community feedback</u></b>	<b>19</b>
<b><u>8.0 Discussion and possible action: Regarding scheduling an interested parties meeting in 2023 to discuss issues relating to nursing education and workforce</u></b>	<b>21</b>



# Agenda Item 2.0

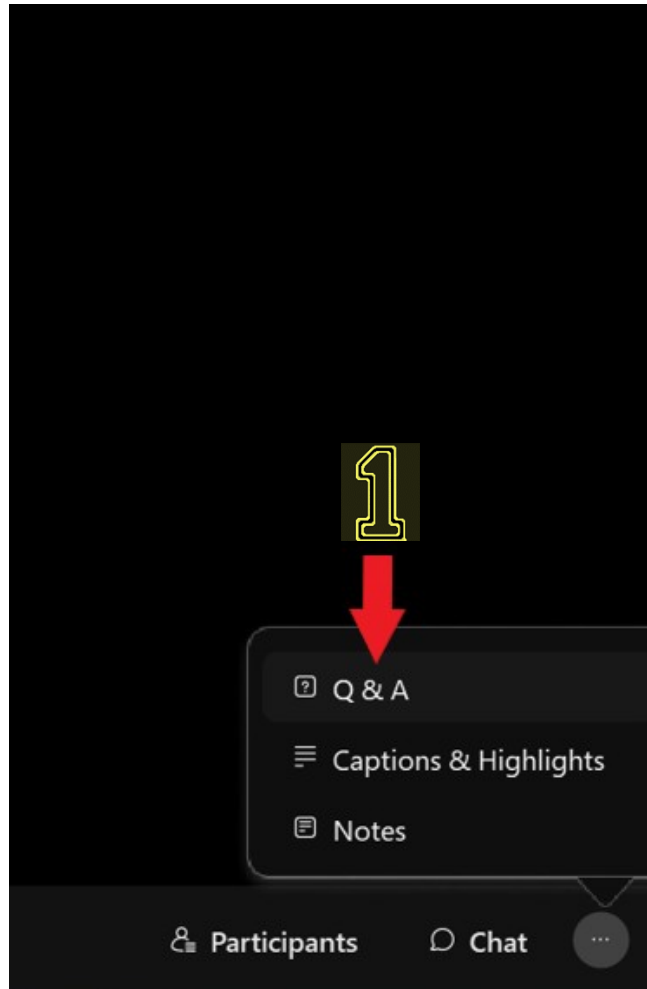
## **General instructions for the format of a teleconference meeting**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

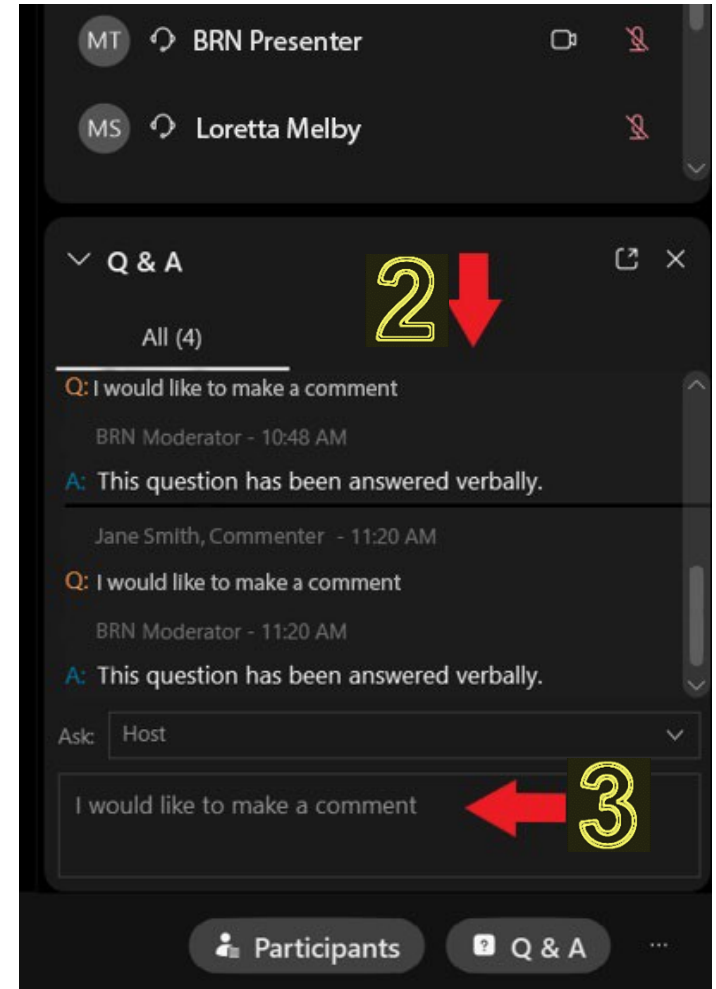
## Participating During a Public Comment Period

If you would like to make a public comment:

1. Click on the 'Q & A' button at the lower right of your WebEx session (you may need to click the three dots (...) to find this option).



2. The 'Q & A' panel will appear.



3. In the 'Q & A' panel, type "I would like to make a comment". You will be identified by the name or moniker you used to join the WebEx session, your line will be opened (click the 'Unmute me' button), and you will have **two (2) minutes to provide comment**. Every effort is made to take comments in the order which they are requested.

**NOTE:** Please submit a new request for each agenda item on which you would like to comment.



## Agenda Item 4.0

**Review and vote on whether to approve previous meeting minutes**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

**BOARD OF REGISTERED NURSING  
NURSING EDUCATION AND WORKFORCE ADVISORY COMMITTEE  
COMMITTEE MEETING MINUTES**

**DRAFT**

**DATE:** December 8, 2022

**START TIME:** 11:02 am

**LOCATION:** **NOTE:** A physical meeting location was not provided pursuant to the provisions of Government Code section 11133 (added by Assembly Bill No. 361 (Rivas), Reg. Sess. 2021-2022).

11:02 am

**1.0**

**Call to Order/Roll Call/Establishment of a Quorum**

Garrett Chan, called the meeting to order at 11:02 am. Quorum established at 11:10 am. Lynda Phan introduced herself after technical difficulties at 11:51 am.

**Nursing Education  
Workforce Advisory  
Committee  
Members:**

Garrett Chan, PhD, RN, APRN, FAEN, FPCN, FCNS, FNAP, FAAN – Chair  
Jeannine Graves, MPA, MSN, RN, OCN, CNOR – Vice Chair  
Tanya Altmann, PhD, RN  
Tammy Vant Hul, PhD, RN, ACNP, CNE  
Sagie De Guzman, PhD, A-CNS, ANP-C  
Kim Quang Dâu, MS, CNM, FACNM  
Hazel Torres, MN, RN  
Barbara Barney-Knox, MBA, MA, BSN, RN  
Lynda Phan  
Kathy Hughes, RN  
Jacqueline Bowman (Absent)  
Carmen Comsti  
Caryn Rizell  
Joanne Spetz, PhD (Absent)  
Sandra Miller, MBA

**BRN Staff  
Representatives:**

Loretta Melby, RN, MSN, Executive Officer  
Reza Pejuhesh, DCA Legal Affairs Division, Attorney

11:17 am

**3.0**

**Public comment for items not on the agenda; items for future agendas.**

**Public Comment for  
Agenda Item 3.0:**

**Tammy Toney-Butler:** Expert witness subject matter expert. Raising awareness of sex and human trafficking of children.

**Connie LaFuente:** Speaking on behalf of Samantha Girard, Director for Health Programs at Southwestern College and their students. Respectfully requests a moratorium for new program approvals due to clinical placements being rejected due to competition in the San Diego area.

11:24 am

**4.0**

**Review and vote on whether to approve previous meeting minutes**

**Discussion:** **Kim Dâu:** Asked that WHNP be removed from her credentials.

**Kathy Hughes:** Asked for RN to be added to her name.

**Jeannine Graves:** Asked to have BSN changed to MSN in her credentials.

**Garrett Chan:** Stated that there was a robust discussion of lab requirements for out of state to circle back regarding their recommendation.

**Loretta Melby:** Said she will work with Garrett Chan to include information in her Executive Officer update to the Board.

**Motion:** **Tanya Altmann:** Motioned to approve the July 28, 2022, NEWAC meeting minutes.

**Second:** **Hazel Torres**

**Amended Motion:** **Tanya Altmann:** Updated the motion to make changes and edits as noted by committee members and approve the July 28, 2022, NEWAC meeting minutes.

**Amended Second:** **Hazel Torres**

**Public Comment for Agenda Item 4.0:** No public comment.

Vote	TA	TVH	JG	SDG	KQD	HT	BBK	GC	KH	JB	CC	CR	JS	SM	LP
	Y	Y	Y	Y	Y	Y	AB	Y	Y	AB	Y	Y	AB	Y	A

Key: Yes: Y | No: N | Abstain: A | Absent for Vote: AB

**Motion Passed**

11:33 am

**5.0**

**Discussion and possible action: Regarding confirmation of meeting dates for 2023**

**Discussion:** Garrett Chan opened the agenda item and asked for committee feedback.

**Carmen Comsti:** Stated that the dates in 2023 work for her.

**Hazel Torres:** Asked whether the meetings would be conducted in person or virtually.

**Loretta Melby:** Discussed Bagley-Keene meeting requirements and the waiver that the Board of Registered Nursing is operating under. The March 2023 meeting will be conducted virtually and the plan is

to meet in person for the September 2023 meeting. She said whether the meeting is in person or not a virtual component will continue for all future meetings. She added that all meetings are recorded or webcast.

**Garrett Chan:** Added that special meetings can be added as stated on the written agenda information sheet if needed and discussed with the Executive Officer.

**Sandra Miller:** Asked the chair to repeat the meeting dates and times.

**Garrett Chan:** Stated March 30, 2023, and September 28, 2023, with start times at 11:00 am.

**Loretta Melby:** Added that the meeting dates will be posted on the BRN website.

**Sagie De Guzman:** Asked if the meetings are always on Thursdays.

**Garrett Chan:** Asked if there was an issue with it and Sagie said he'll work on it.

**Loretta Melby:** Explained that a different start time can be accommodated if that will help, and she'll discuss further with Sagie.

**Motion:** **Kathy Hughes:** Motioned to approve NEWAC meetings scheduled for March 30, 2023, and September 28, 2023

**Second:** **Carmen Comsti**

**Public Comment for Agenda Item 5.0:** **Tammy Toney-Butler:** Suggested an emergency meeting for the crisis of sextortion and what's going on with social media and our children being put at a higher risk.

**Loretta Melby:** Requested the commenter to contact her directly at her email to discuss this issue.

Vote	TA	TVH	JG	SDG	KQD	HT	BBK	GC	KH	JB	CC	CR	JS	SM	LP
	Y	Y	Y	Y	Y	Y			Y	AB	Y	Y	AB	Y	Y
<u>Key:</u> Yes: Y   No: N   Abstain: A   Absent for Vote: AB															

**Motion Passed**

11:52 am

**6.0**

**Discussion and possible action: Regarding the requirement that the NEWAC “dedicate a minimum of one meeting each towards nursing education issues and nursing workforce issues” (AB 2684, § 10; Reg. Sess. 2021-2022); determination of the format and focus of the March 2023 meeting**



**Discussion:**

Garrett Chan opened the agenda item and discussed having at least one meeting dedicated to education and workforce. He also added that AB 2684 says the committee shall study and recommend standards for simulated clinical experiences based on the best practices published by the International Nursing Association for Clinical Simulation and Learning, the National Council of State Boards of Nursing, the Society for Simulation in Healthcare, or equivalent standards. He also referenced comments from the July 28, 2022, meeting from Joanne Spetz about committee input into the UCSF survey.

**Loretta Melby:** Asked Garrett Chan to discuss with the group his comment to her about seeking stakeholder input for issues happening in nursing education and workforce at the March 2023 meeting.

**Hazel Torres:** Asked if it must be one issue per meeting or can both be discussed, such as one issue in the morning and one issue in the afternoon at the same meeting. She also asked if the committee members can help facilitate stakeholder communication.

**Loretta Melby:** Said she reached out to legal counsel for interpretation of the topics of discussion for workforce and education.

**Reza Pejuhesh:** Said there isn't specific language saying workforce could not be discussed at the education meeting but to make sure it is delineated in the agenda. If an important issue comes up that could not wait for the next meeting, then it could be added to the upcoming agenda. Committee members can interact with stakeholders but should not be discussing issues with other committee members directly or through serial communications to avoid Open Meeting Act violations.

**Loretta Melby:** Added that subcommittees could be formed to discuss simulation and other important topics between scheduled meetings.

**Carmen Comsti:** Reiterated that meetings include topics for both workforce and education issues so that they are not discussed only once each year. She also added that the stakeholder component is a great idea, but her concern is with the two-hour meeting time limit. She suggested clear topics for stakeholder input such as clinical placements.

**Garrett Chan:** Explained that he made the stakeholder suggestion because NEWAC is recently reconstituted.

**Kathy Hughes:** Explained that she thinks the stakeholder input and specific topics are great ideas. She agrees with discussing clinical placement in addition to simulation. She has been hearing about

decreased NCLEX scores during the pandemic as it relates to lower clinical experience and how it may have contributed.

**Kim Dâu:** Asked if an interested parties meeting could be held outside of the regularly scheduled NEWAC meeting to develop the agenda for the NEWAC meeting.

**Loretta Melby:** Said the Department of Consumer Affairs (DCA) is supportive of outreach and stakeholder meetings. The aim would be to hold the meeting prior to July 1, 2023, to utilize a fully virtual meeting allowed under the Bagley-Keene waiver that isn't tied to any committee.

**Kim Dâu:** Asked for a specific interested parties meeting for nursing education and workforce.

**Loretta Melby:** Said there could be staff resources and time issues because the BRN is creating two new advisory committees to total five for the BRN.

**Kim Dâu:** Asked if there would be a way for NEWAC to vote to make recommendations or provide input.

**Loretta Melby:** Explained that this would be documented by staff and handled offline to make sure everything continues to move forward.

**Caryn Rizell:** Explained that she supports having specific focus areas for discussion at the meetings for the top two or three issues important for this committee to discuss.

**Loretta Melby:** Discussed the various committees, their meetings, and suggested members look at the agendas, listen or watch the meetings, and provide input as part of the public. She discussed the addition of regional forecasts required in recent legislative bills to look at workforce shortages and enrollment growth. The board cannot consider workforce need for any school enrollment increase requests. The board is also asked to look at regional consortiums and OSHPD data as part of a recent state audit. An information technology component is being developed to track clinical placements.

**Garrett Chan:** Said it is important to keep an eye on all these discussions to be able to address education and workforce issues, since this committee has the experts in these areas. He encouraged the committee members to talk with community members about possible agenda items for NEWAC.

**Kathy Hughes:** Said based on this discussion she would recommend the March 2023 meeting be dedicated to education with a possible agenda item for workforce.

**Garrett Chan:** Asked if each agenda should consist mostly of either education or workforce.

**Reza Pejuhesh:** Said there a couple of ways to interpret the statute. The reasonableness standard would require there be an emphasis on workforce or education at each meeting to meet the requirement.

**Hazel Torres:** Asked if the March 2023 meeting agenda will be purely focused on organized nursing education.

**Loretta Melby:** Said most of the agenda would be focused on education such as curricular needs that would also include workforce discussion so there is a symbiotic relationship between the two.

**Garrett Chan:** Explained that the UCSF survey involves workforce and must be included in the March meeting.

**Motion:** **Kathy Hughes:** Motioned to dedicate the March 2023 meeting to nursing education

**Second:** **Tanya Altmann**

**Public Comment for Agenda Item 6.0:** No public comments.

Vote	TA	TVH	JG	SDG	KQD	HT	BBK	GC	KH	JB	CC	CR	JS	SM	LP
	Y	Y	Y	Y	Y	Y	A	Y	Y	AB	Y	Y	AB	Y	Y

Key: Yes: Y | No: N | Abstain: A | Absent for Vote: AB

**Motion Passed**

12:39 pm

**7.0**

**Discussion and possible action: Regarding the formation of subcommittees and development of action plans for 2023 NEWAC meeting dates**

**Discussion:** Garrett Chan opened the agenda item and asked Loretta and Reza if there are any laws or guidelines for subcommittee members to work with community members.

**Loretta Melby:** Explained that members can have conversations with community members and bring them back to the NEWAC. The limitation is to not discuss with any other NEWAC member who is not on the subcommittee. Members should stay focused on BRN and what is under its jurisdiction. Suggests forming subcommittees today so NEWAC doesn't lose time working before the March 2023 meeting. There are several topics that were brought up in agenda item 6.0 that could use a subcommittee such as simulation, workforce issues, UCSF survey, clinical placement, or education

topics. NEWAC can change or modify subcommittees in the future if necessary.

**Garrett Chan:** Stated that subcommittees can be created today or in the future, there is no specific timeline. His concern is the time limit to create agenda items prior to the March 2023 meeting. He values Loretta Melby's perspective to get work done.

**Sagie De Guzman:** Recommends focusing on an education subcommittee since the March 2023 meeting will be about education.

**Loretta Melby:** Stated there are 12 committee members present at this meeting and six subcommittees could be formed today. She would like a subcommittee on simulation and one on the UCSF survey questions.

**Garrett Chan:** Asked for subcommittees a bit more focused than education such as simulation.

**Hazel Torres:** Asked if subcommittee meetings are to be open to the public or different with a stakeholder. She wants to ensure she complies with the laws.

**Loretta Melby:** Stated that subcommittees can meet with any stakeholder so long as it's not another member of NEWAC besides the other subcommittee member. She said the staff liaison will meet with the subcommittees to provide the requirements to ensure nothing is violated.

**Reza Pejuhesh:** Provided clarification about Bagley-Keene meeting requirements. Subcommittees have more freedom and flexibility to work offline outside organized public meetings.

**Sandra Miller:** Stated she would like to be on the simulation subcommittee.

**Loretta Melby:** Provided a time check and let members know there are only six minutes remaining in the meeting.

**Garrett Chan:** Acknowledged the time constraints. He said he has simulation and workforce survey for subcommittees. He asked if any other members would like to volunteer for simulation.

**Tammy Vant Hul:** Asked if simulation includes clinical displacement.

**Garrett Chan:** Stated it would just be simulation based on the law (BPC 2785.6(g)).

**Carmen Comsti:** Suggested other subcommittee topics: workforce equity, cultural competency, diversity, debt traps, workforce

retention, clinical preparation, associate degree programs, community colleges, tuition free education.

**Loretta Melby:** Asked Reza if staff could send out a request for volunteers for the subcommittees.

**Garrett Chan:** Stated he wants to narrow what subcommittees are being created.

**Reza Pejuhesh:** Stated both can be done but limited due to Bagley-Keene.

**Loretta Melby:** Stated there is interest in simulation and to put a list of suggested committees and volunteers together to have the liaison collect the information.

Garrett Chan will work on Simulation Standards with Sandra Miller; Hazel Torres will work with Joanne Spetz on Survey Questions.

**Loretta Melby:** Stated that Barbara Barney-Knox has been on the meeting the entire time but unable to unmute and was not called upon to vote. She asked Reza how to handle this issue.

**Reza Pejuhesh:** Explained that normal procedure is to handle votes as Abstain, but she can be asked how or if she would like to vote. BRN moderator said he is unable to elevate her from an attendee to a panelist.

**Garrett Chan:** Apologized to Barbara Barney-Knox for not calling upon her to vote and welcomed her votes as guided by Reza's instructions.

**Motion: Garrett Chan:** Motioned to create subcommittees for Simulation Standards with Sandra Miller and Garrett Chan and Workforce Survey with Hazel Torres and Joanne Spetz. The NEWAC committee members will communicate with staff liaison for any other subcommittee ideas and she will work with Garrett Chan and Jeanine Graves.

**Second: Sagie De Guzman**

**Public Comment for Agenda Item 7.0:** No public comments.

Vote	TA	TVH	JG	SDG	KQD	HT	BBK	GC	KH	JB	CC	CR	JS	SM	LP
	AB	Y	Y	Y	Y	Y	Y	A	Y	Y	AB	Y	Y	AB	Y

Key: Yes: Y | No: N | Abstain: A | Absent for Vote: AB

**Motion Passed**

1:11 pm 8.0

**Adjournment:** Garrett Chan, Chair, adjourned the meeting at 1:11 pm and wished everyone a happy holiday season.

**Submitted by:**

**Accepted by:**

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**McCaulie Feusahrens**

Chief of Licensing  
Licensing Division  
California Board of Registered Nursing

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**Garrett Chan, PhD, RN, APRN, FAEN, FPCN,  
FCNS, FNAP, FAAN**

Chair  
Nursing Education and Workforce Advisory Committee

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**Loretta Melby, MSN, RN**

Executive Officer  
California Board of Registered Nursing



## Agenda Item 5.0

**Information Only: Report from the Board of Registered Nursing's Executive Officer on updates of the Board's actions and discussions relating to nursing education and workforce issues**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

**BOARD OF REGISTERED NURSING**  
**Nursing Education and Workforce Advisory Committee Meeting**  
**Agenda Item Summary**

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**AGENDA ITEM:** 5.0  
**DATE:** March 30, 2023

**ACTION REQUESTED:**       **Information Only:** Report from the Board of Registered Nursing's Executive Officer on updates of the Board's actions and discussions relating to nursing education and workforce issues

**REQUESTED BY:**           Loretta Melby, RN, MSN  
Executive Officer

**BACKGROUND:**

Loretta Melby, Executive Officer for the Board of Registered Nursing, will provide updates on Board activities regarding actions and discussions relating to nursing education and workforce issues.

**RESOURCES:**

**NEXT STEPS:**

**FISCAL IMPACT, IF ANY:**                               None

**PERSON(S) TO CONTACT:**                           McCaulie Feusahrens  
Chief of the Licensing Division  
California Board of Registered Nursing  
[mccaulie.feusahrens@dca.ca.gov](mailto:mccaulie.feusahrens@dca.ca.gov)





## Agenda Item 6.0

**Discussion and possible action: Regarding the formation of subcommittees and development of action plans for 2023 NEWAC meetings**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

**BOARD OF REGISTERED NURSING**  
**Nursing Education and Workforce Advisory Committee Meeting**  
**Agenda Item Summary**

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**AGENDA ITEM:** 6.0  
**DATE:** March 30, 2023

**ACTION REQUESTED:**       **Discussion and possible action:** Regarding the formation of subcommittees and development of action plans for 2023 NEWAC meetings

**REQUESTED BY:**           Garrett Chan, PhD, RN, APRN, FAEN, FPCN, FCNS, FNAP, FAAN  
Chair  
Nursing Education and Workforce Advisory Committee

**BACKGROUND:**

The NEWAC will discuss formation of subcommittees to address different topics and development of action plans for the 2023 meetings. Prior subcommittees formed during the December 8, 2022, meeting are below:

- Simulation Standards: Garrett Chan and Sandra Miller
- Workforce Survey: Joanne Spetz and Hazel Torres

**RESOURCES:**

**NEXT STEPS:**

**FISCAL IMPACT, IF ANY:**           None

**PERSON(S) TO CONTACT:**       McCaulie Feusahrens  
Chief of the Licensing Division  
California Board of Registered Nursing  
[mccaulie.feusahrens@dca.ca.gov](mailto:mccaulie.feusahrens@dca.ca.gov)



## Agenda Item 7.0

**Discussion and possible action: Review and discussion of potential changes to the 2022-2023 Annual Schools Survey and process for seeking community feedback**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

**BOARD OF REGISTERED NURSING**  
**Nursing Education and Workforce Advisory Committee Meeting**  
**Agenda Item Summary**

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**AGENDA ITEM:** 7.0  
**DATE:** March 30, 2023

**ACTION REQUESTED:**       **Discussion and possible action:** Review and discussion of potential changes to the 2022-2023 Annual Schools Survey and process for seeking community feedback

**REQUESTED BY:**           Garrett Chan, PhD, RN, APRN, FAEN, FPCN, FCNS, FNAP, FAAN  
Chair  
Nursing Education and Workforce Advisory Committee

**BACKGROUND:**

The NEWAC members will review and discuss potential changes to the 2022-2023 Annual Schools Survey, and process for seeking community feedback. The tentative timeline is as follows and is subject to change:

- Solicit community feedback by early summer (June)
- Send final revisions and recommendations to BRN leadership for approval in summer (July-August)
- Final changes will be determined in late summer (August)
- Launch date October 2023.

**RESOURCES:**

2020-2021 Annual School Report: <https://www.rn.ca.gov/pdfs/education/prelicensure20-21.pdf>

2019-2020 Annual School Report: <https://www.rn.ca.gov/pdfs/education/prelicensure19-20.pdf>

**NEXT STEPS:**

**FISCAL IMPACT, IF ANY:**           None

**PERSON(S) TO CONTACT:**       McCaulie Feusahrens  
Chief of the Licensing Division  
California Board of Registered Nursing  
[mccaulie.feusahrens@dca.ca.gov](mailto:mccaulie.feusahrens@dca.ca.gov)



## Agenda Item 8.0

**Discussion and possible action: Regarding scheduling an interested parties meeting in 2023 to discuss issues relating to nursing education and workforce**

Nursing Education and Workforce Advisory Committee (NEWAC) Meeting | March 30, 2023

**BOARD OF REGISTERED NURSING**  
**Nursing Education and Workforce Advisory Committee Meeting**  
**Agenda Item Summary**

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**AGENDA ITEM:** 8.0  
**DATE:** March 30, 2023

**ACTION REQUESTED:**       **Discussion and possible action:** Regarding scheduling an interested parties meeting in 2023 to discuss issues relating to nursing education and workforce

**REQUESTED BY:**           Garrett Chan, PhD, RN, APRN, FAEN, FPCN, FCNS, FNAP, FAAN  
Chair  
Nursing Education and Workforce Advisory Committee

**BACKGROUND:**

The NEWAC will discuss scheduling an interested parties meeting to discuss issues relating to nursing education and workforce. Suggested dates for this interested parties meeting are below:

- June 1, 2023
- June 15, 2023

**RESOURCES:**

**NEXT STEPS:**

**FISCAL IMPACT, IF ANY:**           None

**PERSON(S) TO CONTACT:**       McCaulie Feusahrens  
Chief of the Licensing Division  
California Board of Registered Nursing  
[mccaulie.feusahrens@dca.ca.gov](mailto:mccaulie.feusahrens@dca.ca.gov)