

Houston Schools
For a New Society
A partnership between
The Houston Independent School District
And the Houston A+ Challenge

The WorkSource
Where You Make it Work

NURSING PROGRAM MEETING
December 9, 2004
1:30-3:30

Welcome/Introductions
Karen Love
Gracy Montemayor-Cantu

Agenda Overview

Updates
(Nursing Workforce Diversity Grant)
Karen Love

**Sub-Committee Reports &
Large Group Discussion**
Sub-Committee Facilitators

Sub-Committee Group Work
Members

Q & A/Concerns

Announcements

Reflections

MERRY CHRISTMAS AND A HAPPY NEW YEAR!

Norms: Start/End on Time; Stay Focused; Participate (this is a working committee);
Respect Other's Opinions; Watch Airtime; Take Care of Yourself

MEETING SUMMARY

Sub-Committee: Professional Development Sub-Group

Recorder: Karen Love Meeting Date 12/1/04

Email completed form to: Karen.Love@theworksource.org

SUMMARY/BIG IDEAS:

- Include school RNs (from all levels) in appropriate professional development activities developed for RN HSTE teachers.
- Develop centralized, easy to use, website for hospitals to post CE offerings that are open to HISD employed RNs; perhaps use www.gchssc.com?; provide link to website from HISD's website
- Offer a limited number of teacher externships in hospitals for summer 2005 --- perhaps an opportunity to achieve all necessary CEs for RNs in the course of one week; include parking and meals if possible; make it "competitive"
- No regular meeting of hospital nurse educators to tack on a networking session with HISD RNs/HSTE teachers – may need to create this opportunity

TASK IMPLEMENTATION/TIMELINE UPDATE(S)

- Look at early June (preferable) or late February dates for Health Occupations Fair for HISD Counselors to include facilities tour, talks by various healthcare professionals, career trend/labor market information
- May not be able to have first networking session of HSTE Teachers and hospital nurse educators by 3/31/05

NEXT STEPS

- Love to obtain list of HSTE teachers by campus from Jayne McCullough
- Group to decide whether to do teacher externships in partnership with Houston A+ or as offering to fill required summer workdays
- Cook and Schaefer to work on curriculum for teacher externship program/recruit another hospital
- Love to identify point person for communication with HISD school RNs
- Love to explore nurse educator networking session possibilities with TMC Nurse Exec group
- Mayorga to explore February dates for Counselor program; Love to sound out a few hospitals about hosting (could be 150+ attendees)

**HSSC/HISD Healthcare Taskforce –
Professional Development Subcommittee Update 12/7/04**

For those of you who were unable to attend our full HISD/HSSC Nursing Taskforce Meeting today and/or the Professional Development sub-group meeting last week, I wanted to give you some feedback to the sub-group work that we developed and presented. I think that the ideas we heard today from other members of the full committee will strengthen the plans we made in our sub-group meeting last week. I've organized my notes according to the 4 key tasks we outlined for our sub-group.

1) Making Hospital Offered CE Opportunities Available to HISD HSTE RN Teachers and School Nurses: The sub-group agreed that developing a user friendly website that hospital nurse educators could use to publicize their nursing CE courses to HSTE Teachers and school RNs would be helpful. This would expand the number of low or no cost CE offerings these RNs could avail themselves of to meet their annual CE licensure requirements. We have floated this idea by several hospital nursing education department directors to favorable response. What remains to be done is to determine an existing website that we can tag onto (rather than a separate website), design the calendar function and then publicize its availability to both hospitals and the targeted audiences.

2) Provide a Quarterly or Semi-Annual Networking Opportunity for HSTE Teachers/Counselors with Hospital Nurse Educators: We are hoping to plug into a group that is already meeting and just incorporate a networking session into one or more of their meetings on an annual basis, providing these two groups with a social opportunity to walk in each others shoes. Susan Dierker and Mary Ellen McGlothlin will forward the contact names of individuals involved in groups we might approach.

3) Provide an Annual Counselor Education Program on Healthcare Occupations: This will likely be in early June and designed for counselors from K-12, with particular emphasis on getting the Middle and High School counselors to attend. Envisioned as a day long event, hosted at a local hospital, wherein multiple high-demand healthcare professionals would have an opportunity to share with counselors information regarding their profession, its education requirements, salary potential and other important information. Hands on activities, as well as opportunities for middle and high school counselors (within feeder patterns) to interact would be provided.

4) Provide Summer Teacher Externship Opportunities: These would be days designed to meet both the professional development needs of HSTE teachers and their required summer work days. Rather than develop a one size fits all program, it was suggested that we survey the 19 HSTE teachers and determine their individual areas of clinical interest and hospitals of interest and then try to match them with hospitals willing to host them for one or more days with preceptors. I will draft a survey tool for review by sub-group members and HISD. Our work as sub-group members would then focus on the matchmaking activities required to meet as many of the requests as we possibly can.

Wanted to keep you in the loop and let you know we are making progress. I'll work to schedule a sub-group meeting in mid-January. Happy Holidays to you all in the interim!

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Nursing Program Meeting
December 9, 2004

Reflections

What worked?

- Karen and Gracy help to keep us on schedule
- Committee members are dedicated to the success of the program; therefore, goals should be accomplished in a timely manner.
- Sharing sub-committee perspectives eliminates duplication and helps tie the pieces together.
- Reporting progress allows for input and divergent ideas
- Working in small groups to advance the work and coming together in a larger group to connect the pieces.
- Time allowed to context and catch up; large group updates, Q&A; great meeting room
- Starting the meeting with a review of the previous meeting's reflections
- Positive group interaction; committee reports
- Input and exchange from sub-groups
- Sub-committee reports were extremely helpful; feedback across teams is what we need

How is the process pushing the work forward?

- Sub-committee reports allow for sharing and connecting the pieces
- The process is keeping us on track but the work is moving forward slowly.
- We are progressing far more rapidly than I anticipated.
- The process structure, timelines, and focus is clearly defined and reinforced.
- Time for large group and sub-committee meetings; follow-up embedded in the meeting schedule; large group Q&A and time to exchange information, resources, and needs
- The structure that the process provides keeps us on target; with such an immense project, we could slow easily
- Timelines help keep goals on track
- Subgroup meetings enable work to be completed in a timely manner
- Having the majority of the work done by sub-committees outside of the big group is making better progress than trying to get it done in large meetings

How can we improve?

- Increase attendance in the larger group meetings
- Sub-committees need to start merging ideas and working together
- Continue to meet on a regular basis
- Better attendance and individual commitment
- Set benchmarks to assist with various projects

Dec. 9, 2004 meeting continued-----

- Need better attendance from Marketing group; this group also needs more members to ensure better representation
- Watch out for multiple people hitting up same hospitals for help---coordinate if possible
- Provide the community with information on the committee's work at hand. This would allow for partnerships to be established in helping reach out to students and others involved.
- Provide substitute pay to allow school members to occasionally meet with sub-committees away from campus.
- Have firm ideas by next meeting