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Members of the Commission

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 Karyn Karp, CRNA, MS
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 Angelica Millan, RN, MSN, RNP, FAAN
 Cathryn Nation, MD
 Joseph Provenzano, DO
 V. Katherine Townsend, PhD, MSN

Revised
July 28, 2014
Meeting Minutes

**CALIFORNIA HEALTHCARE WORKFORCE
 POLICY COMMISSION (CHWPC)**

**Family Nurse Practitioner (FNP) /
 Physician Assistant (PA)
 Task Force Meeting
 Teleconference/Webinar**

400 R Street
 Sacramento, CA 95811

OSHPD Director
 Robert P. David

Executive Secretary
 Lupe Alonzo-Diaz, MPAff

*Action may be taken on any
 item listed on the agenda*

Task Force Members Present:

William Henning, DO
 Ann MacKenzie, NP
 Angelica Millan, RN, MSN, RNP, FAAN

Staff to Commission:

Lupe Alonzo-Diaz, MPAff, Deputy Director
 Senita Robinson, MS, Section Chief
 Manuela Lachica, Senior Program Administrator
 Melissa Omand, Program Administrator
 Barbara Zendejas, Program Analyst
 Tyfany Frazier, Program Coordinator

Agenda Item 1: Call to Order

William Henning-Chair called the meeting to order.

Agenda Items 2: Introduction of the FNP/PA Task Force Members

Task Force members introduced themselves.

Agenda Item 3: Purpose of Task Force and Meeting

Manuela Lachica explained that the Task Force would be reviewing and making recommendations on the FNP/PA Request for Applications (RFA) and that these recommendations would be reviewed by the CHWPC at the Policy Meeting on August 11, 2014. Ms. Lachica further explained that many modifications were similar to what was presented to the CHWPC for Family Medicine.

Agenda Item 4: Review and Approval of Staff Recommended Modifications to the 2014 Base and Special Programs Request for Applications (RFA) for FNP/PA Programs

Manuela Lachica led the discussion of Proposed Changes to the 2014 FNP/PA Base Application. There was no Public Comment offered. The public did not provide any comments.

Capitation

ACTION ITEMS:

- Motion to accept changes to FNP/PA Base Application (Millan) seconded (Henning). Motion adopted

Proposed Changes to the 2014 FNP/PA Base Application is hereby incorporated as Attachment A

Special Programs

ACTION ITEMS:

- Motion to accept changes to FNP/PA Special Program Application (Millan) seconded (Henning). Motion adopted

Proposed Changes to the 2014 FNP/PA Special Programs Application is hereby incorporated as Attachment B

Agenda Item 5: Review and Approval of Staff Recommended FNP/PA Evaluation Criteria used to score Base and Special Programs applications for funding

Manuela Lachica led the discussion of FNP/PA Base and Special Programs Evaluation Criteria. The language will be updated to match the Family Medicine RFA. The public did not provide any comments.

ACTION ITEM:

- Motion to add criteria to Section III, question 9, regarding TCE priorities with total points available of five.

FNP/PA Evaluation Criteria are hereby incorporated as Attachments C1 and C2

Agenda Item 6: Discussion on the types of Special Programs the CHWPC should consider for funding

Manuela Lachica led a discussion on Special Program priorities. There are currently 14 priorities that The California Endowment requested the Commission consider when funding Special Programs. Staff recommended the addition of two more priorities for a total of 16. The Task Force recommended adding a question to the applicants about which of the Song-Brown priorities the Special Program Application target. There was no Public Comment offered.

ACTION ITEM:

- Motion to add two Special Program priorities; Patient-Centered Medical Home (PCMH) training models and development, recruitment, and retention of faculty in underserved communities (Henning) seconded (MacKenzie). Motion Adopted.

The California Endowment Priorities for funding are hereby incorporated as Attachment D

Agenda Item 7: Review and Approval of Staff recommended templates for FNP/PA Base and Special Programs Progress and Final Reports

Programs that are awarded Song-Brown funds are required to submit a progress and final report. These are the staff recommended reports. The public did not provide any comments

ACTION ITEM:

- Motion to approve Base Funding Final Report as presented (Millan) seconded (Henning). Motion Adopted.

FNP/PA Base Funding Final Report is hereby incorporated as Attachment E

- Motion to approve Special Programs Progress Reports and Final Report with changes (Henning) seconded (Millan). Motion Adopted.

FNP/PA Special Programs Progress Report and Final Report are hereby incorporated as Attachment F-1 and F-2

Agenda Item 8: General Public Comment

None

Agenda Item 9: Agenda Items for Next Meeting

Agenda Item 10: Adjournment

The meeting adjourned at 12:24pm

All the attachments mentioned in these minutes can be found at:

<http://oshpd.ca.gov/hwdd/2014/Song-Brown/FNP-PA-Meeting-Materials-July-28.pdf>

