

**Hawaii Healthcare Workforce Advisory Board Meeting  
Princess Ruth Keelikolani Building  
830 Punchbowl Street, Room 321  
Tuesday, January 8, 2019  
2:00pm - 4:00pm**

**AGENDA**

- I. Call To Order
- II. Review and Approval of October 23, 2018 Meeting Minutes
- III. FY 2019 Proposal Review and Recommendations for Budget Allocations
  - A. Community Health Worker Fundamentals
  - B. Emergency Medical Dispatcher Program
  - C. Nursing Workforce Development Program
  - D. Hawai'i Health Workforce Infrastructure
  - E. Mentoring and Career Awareness Program
  - F. Nursing Community Conversations
  - G. Palliative and Hospice Care provider Training/Education
  - H. Preceptor Training for APRN Clinical Practice
    - I. Clinical Placements
  - J. Pharmacy Technician Program
  - K. Other Proposals
- IV. Appointment of Board Member(s)
- V. Next Step
- VI. Announcements and Updates
- VII. Next Meeting
- VIII. Adjournment

Maui - Hale Makua (Wes Lo)  
472 Kaulana Street, Kahului

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# **HAWAII HEALTHCARE WORKFORCE ADVISORY BOARD**

State of Hawaii

Department of Labor and Industrial Relations (DLIR)

## **Minutes of Meeting**

**DRAFT**

Date: Tuesday, January 8, 2019

Time: 2:00pm – 4:00pm

Location: Princess Ruth Ke'elikolani Building 830 Punchbowl Street, Room 321

### **Board Members Present:**

Leonard Hoshijo, Chair, Director, Department of Labor and Industrial Relations  
Aukahi Austin Seabury, Executive Director, I Ola Lāhui Rural Hawai'i Behavioral Health  
Kathryn Braun, Director, Office of Public Health Studies, University of Hawaii  
Wesley Lo, CEO, Hale Makua Health Services (Teleconference)  
Lorin Kim for Bruce Anderson, Director, Department of Health  
Laura Reichhardt, Director, Hawaii State Center for Nursing  
Richard Taaffe, CEO, West Hawai'i Community Health Center  
Kelley Withy, Director, Hawaii/Pacific Basin AHEC

### **Staff:**

Elaine Young, Administrator, Workforce Development Division  
Jay Ishibashi, Program Specialist, Workforce Development Division  
Phyllis Dayao, Office Chief, Research and Statistics DLIR

### **I. Call to Order**

With a quorum of members present, the meeting of the Hawaii Healthcare Workforce Advisory Board was called to order by Chair Leonard Hoshijo at 2:08 p.m.

Chair Hoshijo asked the Board members to introduce themselves.

### **II. Approval of October 23, 2019 Minutes**

Kelley Withy asked to amend the minutes by adding "Hawaii" to her organization name (Hawaii/Pacific Basin AHEC) following her name in the "Board Members Present" section of the minutes.

Kathryn Braun motioned for the approval of the amended minutes with Richard Taaffe seconding the motion. The Board approved the minutes for the October 23, 2018 meeting as amended.

### **III. FY 19 Proposal Review and Recommendations for Budget Allocation**

The funding requested by the proposals submitted to the Healthcare Workforce Advisory Board exceeded the FY19 funding allocation for Healthcare Workforce development projects by nearly double.

Several Board members believed that a majority of the proposals were good and should be funded; additionally recommending a decrease to each of the Board recommendations for funding as a means to arrive at the FY19 total fund allocation for healthcare workforce development.

The Board proceeded to review the proposals submitted individually and discussed the merits of each of the proposals for funding.

#### **A. Community Health Worker Fundamentals**

Sally Pestana of Kapiolani Community College responded through teleconference to questions posed by the Board regarding the ability of the project to serve all sixty students projected [yes, the vision is to have cohorts of fifteen students at four different high schools] and the availability of job opportunities for these students upon graduation [yes, there is a request list from employers for community health workers]. After Sally Pestana's responses and discussion, the Board agreed to provide funding for forty-five of the sixty students proposed.

#### **B. Emergency Medical Dispatcher Program**

Sally Pestana of Kapiolani Community College (by teleconference) provided the Board with information and background on the grant request – citing the continuing shortage and demand statewide for emergency medical dispatchers. The Board suggested the project explore recruiting the potential employers for some financial matching to the tuition costs. After discussion, the Board recommended having the project start with a smaller cohort and agreed to partially fund the proposal.

#### **C. Nursing Workforce Development Program**

Wes Lo (Hale Makua) responded through teleconference to questions from the Board in addition to explaining Hale Makua's efforts to partner with UH Maui on the Hale Makua

proposal. The Board believed the project should be funded and waited until funding was secured for the remaining approved proposals before agreeing on a total for the project.

Kelley Withy of UH JABSOM AHEC agreed to partner on the Hale Makua project if Wes Lo was not able to come to an agreement with UH Maui. Laura Reichhardt also pledged to partner as a backup should there be a need. The Board agreed to partially fund the proposal upon the securing of one of the proposed partners.

D. Hawai'i Health Workforce Infrastructure

Kelley Withy gave an overview of the proposal which provides for set up costs for a database for the preceptor tax credit and the continuation of the loan repayment program for three behavioral health loan repayers. The State appropriated funds at 1.5 million a year for the preceptor tax credit but did not include set up costs. The Board agreed to fund the cost of set up for the preceptor tax credit database and allot funds for two of the three loan repayment requestors.

E. Mentoring and Career Awareness Program

The Board expressed concern over the aim of the proposal - questioning whether it creates a career ladder and if any implementation is involved. After discussion, the Board decided not to provide funding for the proposal.

F. Nursing Community Conversations

Laura Reichhardt furnished the Board with additional information on the proposal citing the goal of project – to ensure the future nursing workforce is well prepared to deliver the future health care needs of Hawaii. The Board made suggestions to reduce costs and revise the proposal budget to maximize available resources. After discussion, the Board moved to fully fund the proposal.

G. Palliative and Hospice Care Provider Training/Education

Lorin Kim (DOH) explained that the department (DOH) is looking at palliative care as an emerging potential strategic priority and the proposal is a means to help address the need for more awareness and upstream utilization. After discussion, the Board agreed to partially fund the proposal.

H. Preceptor Training for APRN Clinical Practice

Laura Reichhardt shared that the proposal is a follow up on last year's preceptor project. The proposal's objective is to revise and implement a training program for preceptors for APRN and healthcare students in the State of Hawaii. The proposal will develop new video vignettes for use in training and modify curriculum for online delivery. After discussion, the Board agreed to partially fund the proposal.

**I. Clinical Placements**

The Board expressed concern over the proposal's large aims and unclear deliverables. After discussion, the Board decided not to fund the proposal at this time.

**J. Pharmacy Technician Program**

After discussion, the Board agreed to fund costs for ten of the twenty students proposed in the Pharmacy Technician Program proposal submittal by Waipahu High School.

**IV.**

After discussion, the Board motioned and approved the reappointments of board members Wesley Lo, Aukahi Austin-Seabury, and Richard Taaffe to the Hawaii Healthcare Workforce Advisory Board.

**V. Next Meeting**

The Board agreed to meet after the start of the new fiscal year to discuss FY20 proposal requirements, unless there is a need to revisit the funding for any of the approved proposals for FY19.

**V. Adjournment**

The Board meeting was adjourned by Chair Hoshijo at 4:09 pm.