

**Oklahoma Health Care Workforce Center
Governing Board Meeting**

Regents' Conference Room, Level 2
Oklahoma City
9:00 a.m. – 10:00 a.m. – Wednesday, Nov. 26, 2008

MINUTES

Members Attending:

Dr. Phil Berkenbile, State Director, Oklahoma Department of Career and Technology Education;
Dr. Debbie Blanke, Associate Vice Chancellor for Academic Affairs, Oklahoma State Regents for Higher Education, Designee for the Chancellor;
The Honorable David Braddock, Representative, District 52, Oklahoma House of Representatives;
Ms. Clare Delaney, Oklahoma Nurses Association;
Dr. Steve Eddy, Oklahoma State University Center for Health Sciences
Dr. Doyle Fortney, Oklahoma State Department of Health, Designee for the Commissioner of Health;
Ms. Marietta Lynch, Director of Quality Services, Oklahoma Association of Health Care Providers, representing the long-term care industry;
Dr. Kevin Rudeen, Dean, College of Allied Health, The University of Oklahoma Health Sciences Center;
Mr. Ron Webb, Chief Executive Officer, Valley View Regional Hospital.

By Teleconference:

The Honorable Susan Paddack, Senator, District 13, Oklahoma State Senate;
Ms. Jane Tune, Department of Mental Health & Substance Abuse Services, Designee for Cabinet Secretary of Health;

Staff Attending:

Sheryl McLain, Executive Director;
Kammie Monarch, Chief Nursing Officer;
Liana Argo, Assistant to Sheryl McLain.

Absent Members:

Dr. Sherri Baker, Pediatric Cardiologist at Children's, representing allopathic physicians;
Dr. Michael K. Cooper, representing the statewide association of osteopathic physicians;
The Honorable Doug Cox, Representative, District 5, Oklahoma House of Representatives;
The Honorable Brian Crain, Senator, District 39, Oklahoma State Senate;
Ms. Claudean Harrison, Public Member;
Mr. Stan Hupfeld, INTEGRIS Health, representing urban and rural hospitals;
Dr. Ramona Paul, Assistant State Superintendent, Professional Services, Designee for the State Superintendent of Public Instruction.

Guests Attending:

Wendy Hubbard, Oklahoma Board of Nursing;
Lynsie Laughlin, Foundation Management, Inc.;
Gayle McNish, Oklahoma Board of Nursing;
Frank Merrick, Foundation Management, Inc.;
Phillip Smith, Oklahoma Foundation for Medical Quality

Agenda Item	Discussion	Action
Introductions	Chairman Ron Webb welcomed governing board members and guests to the meeting, and introductions were made.	After this discussion, board members transitioned to approval of minutes.
Approval of Minutes	Board members reviewed the minutes of September 18, 2008.	A motion to accept the minutes as written was made by Dr. Doyle Fortney and seconded by Dr. Phil Berkenbile, and board members voted unanimously to accept the minutes as written.
Executive Director's Report	Sheryl McLain highlighted several items contained in the report and updated governing board members on recent activities.	Board members received the report of the Executive Director.
Proposed 2009 Budget	Dr. Debbie Blanke presented two budgets for consideration: Scenario I utilizing funding presently in place and Scenario II utilizing anticipated funding from Oklahoma hospitals. Ms. McLain added that a new consideration, not included in either scenario, is the very recent notice given to OHCWC by OU Medical that their office space is to be vacated in January.	After discussion, Dr. Fortney made a motion to adopt the budget contained in Scenario I and allow the Executive Committee to determine the feasibility of upgrading to Scenario II based on the rent, furnishings and other moving expenses, as well as revenue from the December fundraising effort. Dr. Berkenbile seconded, and the motion passed unanimously.
Board Appointments	Ms. McLain became aware last week that Jill Geiger has left the Office of State Finance. A letter will be sent to the new director, Michael Clingman, about appointing another representative.	Board members received the update about future board appointments.

	<p>A letter will also be sent to Rep. Danny Morgan, House Minority Leader, to request a replacement for Rep. David Braddock.</p> <p>Ron Webb announced that he is no longer CEO of Valley View Regional Hospital. Because he serves on the OHCWC board as a representative of the Governor’s Council on Workforce and Economic Development, he will continue to serve until his replacement on the GCWED is found. Because finding his replacement will take an indefinite period of time, he will continue to serve in both capacities.</p>	
2009 Board Meeting Dates	<p>The following board meeting dates and times are scheduled:</p> <p>Thursday, Feb. 19 – 3-5 p.m.</p> <p>Thursday, April 16 – 3-5 p.m.</p> <p>Thursday, June 11 – 3-5 p.m. (Annual Meeting)</p> <p>Thursday, Sept. 17 – 3-5 p.m.</p> <p>Thursday, Nov. 19 – 9 a.m. – 1 p.m. (Board Meeting/Retreat)</p>	Board members received the meeting dates without any further discussion.
Other Business	<p>Ms. McLain announced that the Center was asked to serve on the Health Workforce Information Center (HWIC) Advisory Board. The first meeting is in Washington, D.C. in early December.</p> <p>Dr. Berkenbile provided information about a recent trip to visit educational programs in California. One visit was to the Arthur Benjamin Health Professions High School with an enrollment of 500+ in grades 9-12. All high schools in Sacramento are similarly themed and provide an intensive study for students in different professions.</p>	After this discussion, board members adjourned the meeting and began the board retreat.
Adjournment	There being no additional business, the meeting adjourned at 9:53 a.m.	