



# Oregon Nurse Staffing Collaborative

Oregon Nurses Association and  
Oregon Association of Hospitals and Health Systems

ONSC Meeting Minutes  
January 4, 2017  
9-11am  
Phone Conference

**Attendees:** Adrienne Enghouse, Barbara Merrifield, Bobbi O’Connell, Carolyn Starnes, Cheryl Brewer, David Silva, Dawnelle Marshall, Evelyn Klemmer, Tonya Tittle, Barbara Wade, Heather Denison, Julia Floyd, Lynda Coats, Patrick Blankenship, Paul Prough, Bob Clements, Yvonne Kirk, Sarah Hillyer, Suzie McDaniel, Tonya Roth, Yvonne Kirk  
**Guest:** Anna Davis (OHA), Jordan Ferris

Agenda Item	Discussion	Action/Follow Up
<b>OHA</b>	<p>OHA continue to review the Survey Tools which they began review at last meeting. In addition, Anna presented the letter / list of documents that is sent to the facility prior to a survey.</p> <p>Timeline for final FAQs is projected to be in the Spring 2017.</p>	<p>Webinar on review of these tools, January 18<sup>th</sup>, 1500-1700. See OHA website for details</p>
<b>Discussion on Final Rules quiz</b>	<p>Based on a suggestion from the last meeting there was a discussion about whether or not to revise/update the Quiz from 2014 which was located on the ONSC Repository page (currently it is not listed there). There were mixed feelings on what direction to go with the quiz, a couple questions were reviewed that could be added to the quiz. Because not everyone was familiar with the quiz and we did not currently have a copy in front of us Barbara offered to send the quiz out to this group in an email with voting buttons so we can determine if this is a project the group wants to work on in 2017.</p>	<p>Add to May agenda, discuss quiz and outcome of voting email.</p>
<b>ONSC Repository Webpage</b>	<p>The ONSC repository page is housed under the OAHHS website. Members were asked what they thought of the page, and if they have any updates or suggestions to add to the page. It was requested that people forward copies of staffing plans for other facilities to review as guidance and any other templates that could be helpful to others also. Patrick said he developed an audit tool that he will send in to be posted for others to use.</p>	<p>Ask that individuals forward Staffing plans to post to ONSC page for guidance to others Continue to update as needed</p>
<b>OAHHS Nurse Staffing Workshop</b>	<p>Tonya reviewed the agenda for the Workshop on February 2<sup>nd</sup>. 163 registrants to date. No suggestions for changes to agenda were suggested by the group. Encouraged those who have not signed up to sign up and invite others who might be interested, there’s still availability.</p>	<p>Workshop scheduled for February 2, 2017 0900-1600, Boulder Falls Conference Center Lebanon, OR</p>

<p><b>Discussion Topics for 2017</b></p>	<p>The group was asked what they would like to focus on for 2017. Suggestions given were Call Systems, On-Call Systems, and Acuity tools. For the May meeting we will have some individuals speak to what they are doing for establishing acuity tools/systems at their organizations – volunteers were: Barbara Merrifield from Salem Health, St. Charles is willing to present on the Kronos tool, Cheryl Brewer – Sacred Heart may be ready to present on the In-4 tool that they are reviewing and Tonya Tittle was going to speak to fellow colleague and see if they would present</p>	<p>Anyone who would like to share information on call systems please let Barbara Wade or Tonya Tittle know for future agenda(s)</p>
<p><b>Roundtable</b></p>	<p>Patrick Blankenship asked if others could submit staffing plans to the repository page to help other facilities develop their staffing plans. Paul Prough asked if anyone had a stellar call system or a call system that was functioning well at their facility. Call systems still continue to be an issue at all facilities. Carolyn Starnes said they still had not finalized their plan for call systems. Suggested that this is a current/ongoing issue and will put as a topic for review/discussion in 2017</p>	
<p><b>Next Meeting: May 3, 2017 Time: 0900-1300 OAHHS Office</b></p>		