

California Healthcare Workforce Policy Commission (CHWPC)
 Wednesday, September 24, 2008
 Office of Statewide Health Planning and Development Headquarters
 Start: 1:00pm
 End: 5:00 p.m.

Minutes

COMMISSION MEMBERS PRESENT	COMMISSION MEMBERS ABSENT
Jimmy Hara, M.D - Chair John Troidl, Ph.D – Vice-Chair Elizabeth Ann Dolezal Donna Fox, RN, M.A. Cathryn Nation, M.D. Deborah Rice, FNP Conrad Rios, PA-C Katherine Townsend, Ed.D., MSN Bonnie Wheatley, Ed.D., MPH, MA	Angie Millan, RN, MSN, NP Dennis Mull, M.D.
	STAFF TO COMMISSION PRESENT
	Angela Minniefield, MPA Manuela Lachica, Program Director Melissa Omand, Program Analyst Terrie Smith, Program Analyst Yolanda Avalos-Troyer, Program Support
	ADDITIONAL STAFF FROM OSHPD:
	Karen Miskanis – Administration Elizabeth Wied – Legal Counsel

AGENDA ITEM	TOPIC	DISCUSSION	ACTION
1.	Call to Order		
2.	OSHPD Director's Comments	Dr. Carlisle welcomed the Commissioner's and informed them of the need for the Policy and Procedures meeting. The meeting is being called to review and standardize the processes of the Commission and provide a better structure for future funding meetings.	Commissioners discussed when recusals should be announced for the record. No action was taken
3.	Overview of Open Meeting and Conflict of Interest	Ms. Wied prepared and presented the Commission with an overview of the Bagley-Keene Act. The Commission was also presented with Conflict of Interest guidelines to be followed at the Commission meetings.	
4.	Policies and Procedures	Ms. Minniefield presented the Policy and Procedures of the California Healthcare Workforce Policy Commission.	The following changes were made: Page 5: In Section VIII, Commission Members Responsibilities the following was added to corresponding number:

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4.	Policies and Procedures Cont'd.		<p>2. The addition of family nurse practitioner, physician assistant and registered nurse education programs was requested by Vice Chair Dr. Troidl.</p> <p>Per Ms. Minniefield's suggestion, the Commission will address the addition of an annual Policy and Procedures meeting at the November meeting.</p>
5.	Family Practice Survey Results	Ms. Lachica presented the Commission with the Family Practice Survey Results. She gave an overview of their comments and concerns.	
6.	Funding Allocation Methodology	<p>Ms. Lachica presented Dr. Carlisle's decisions regarding the Song-Brown Program funding allocations.</p> <p>Family Practice Residency Training Programs:</p> <ul style="list-style-type: none"> • The types of capitation cycles are limited to renewals and new cycles only. • Capitation cycles are limited to a maximum of four for each funding year. • The distribution and cycles of funds will be more consistent by distributing the funds as follows: <ol style="list-style-type: none"> 1. Tier 1, full funding, maximum of 4 cycles and minimum of 1 cycle. 2. Tier 2, full funding, minus 1 cycle or minimum of 1 cycle. 3. Tier 3, full funding, minus 2 cycles or minimum 1 cycle 4. Tier 4, no funding. • The Commission would be responsible for determining the rank within the four tiers and retain the right to award no monies if warranted. 	The Commission requested more information regarding the effect of terminating capitation renewal cycles for Family Practice Residency Training Programs from Song-Brown staff.

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6.	Funding Allocation Methodology	<p>Family Nurse Practitioner/Physician Assistant Training Programs.</p> <ul style="list-style-type: none"> • The amount of funds each program can request will be limited to the size of their program as follows: <table border="1" data-bbox="537 569 1128 730"> <thead> <tr> <th>Program Size Range</th> <th>Max. Request Amount</th> </tr> </thead> <tbody> <tr> <td>1-50 students</td> <td>\$65,000.00</td> </tr> <tr> <td>51-75 students</td> <td>\$100,000.00</td> </tr> <tr> <td>76-100 students</td> <td>\$135,000.00</td> </tr> <tr> <td>100 + students</td> <td>\$170,000.00</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The distribution of funds will be more consistent by distributing the funds as follows: <ol style="list-style-type: none"> 1. Tier 1, applicants receive 100% of their requested amount. 2. Tier 2, applicants receive 75% of their requested amount. 3. Tier 3, applicants receive 50% of their requested amount. 4. Tier 4, applicants receive 25% of their requested amount. • The Commission would be responsible for determining the rank within the four tiers and retain the right to award no monies if warranted. <p>Registered Nurse Education Programs:</p> <ul style="list-style-type: none"> • Each applicant will be limited to one capitation cycle per program type. • The distribution of funds will be more consistent by distributing the funds as follows: <ol style="list-style-type: none"> 1. Tier 1, full funding, maximum of 10 students funded for two years. 2. Tier 2, funding for a maximum 8 students over two years. 3. Tier 3, funding for a maximum 6 students over two years. • The Commission would be responsible for determining the rank within the four tiers and retain the right to award no monies if warranted. 	Program Size Range	Max. Request Amount	1-50 students	\$65,000.00	51-75 students	\$100,000.00	76-100 students	\$135,000.00	100 + students	\$170,000.00	<p>Dr. Nation commented that a “buffer” be placed in the program size range to eliminate program increasing in size by 1 student.</p>
Program Size Range	Max. Request Amount												
1-50 students	\$65,000.00												
51-75 students	\$100,000.00												
76-100 students	\$135,000.00												
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		Meeting adjourned 5:00 pm											