

**CCPS STEERING COMMITTEE MEETING**  
**March 20, 2019**

TOPIC	DISCUSSION	OUTCOME
Welcome/Introductions	Everyone introduced themselves, their role within the organization. Pilar thanked National University for hosting and providing treats and beverages. It was mentioned that this group has been operating since 2008 and the BRN has requested our operating manual to use as a sample for other consortiums in the state.	
Review of minutes	Everyone received the minutes from the previous meeting (9.19.18) via email on March 11, 2019.	Sue Montgomery motioned to approve the previous meeting minutes, Laurene Cox seconded the motion – all approved.
Single use Agreement	Pilar provided background on the establishment of the CCPS program and the desire to serve five counties – Merced, Madera, Fresno, Kings and Tulare. We have been approached by other schools from out of the 5-county area one school got by us. We established a special single use agreement for this school.	Discussion provided a consensus to continue operating in this manner and only contract with entities within the 5 counties, as was the original intent.
Students Outside of Nursing	San Joaquin Valley College in Bakersfield is interested in joining the consortium to better able pace their sonography students. Discussion took place around how many students in the program	The group agreed to allow SJVC Bakersfield to join the group and place sonography students at hospitals that had space since SJVC is already a member of the Consortium and Bakersfield is part of the valley.

	(around 6), questions around placement locally and agreements currently in place.	
Review of Current Financials	The Hospital Council provided an update on the financial status of the consortium including an estimated ending fund projection for 2019 of \$8,814.	Pilar informed the group that at the September 18, 2019 meeting, they would be discussing the financials in greater detail. Topics would include how much of a cushion the group is comfortable with, the need for supplies (example: laptop for Sharon), and the option for not increasing fees for 2020.
Tulare Medical Center	Sharon Andrews-Boock updated the group on Tulare, in that they are working to update the hospital and equipment, so everything was the same across all Adventist Health facilities. Once they are ready to accept students again, Mindy will be in touch with Sharon and let everyone else know.	
Conflict Resolution Meeting	Sharon reported that at the beginning of the conflict resolution meeting there were 274 conflicts, but after meeting together there were only 58 with the majority at Kaweah Delta. She was pleased that every school showed up.	Sharon noted that the hospitals need to finalize the approval of placements. Summer placements need to be done by April 26 <sup>th</sup> and Fall requests need to be done by June 28 <sup>th</sup> .
CastleBranch Support Update	There was a large discussion around CastleBranch and continued problems, including: no returned call, slow response calls, approval of TB testing when only one step has been done, incorrect due dates, wrong locations for drug screens, no indication of where drug testing had taken places and many more. There was	<p>Pilar will send Eric at CastleBranch an email outlining the group's concerns and let him know the group will be taking a survey to decide the future direction regarding background check/support companies.</p> <p>There was a motion to first send an email with concerns, second survey the group and third make</p>

	<p>additional discussion on whether or not to return to American Databank, stay with CastleBranch or look for alternative options.</p>	<p>a decision within 30 days. The motion was made by Sherri Abbott and seconded by Katharine McGregor.</p>
<p>Other Business</p>	<p>A reminder was made about the RN of the Year and the need for nominations by March 25<sup>th</sup>. The nursing scholarship deadline has been extended to March 25<sup>th</sup>.</p> <p>Pilar shared that her 4-year term is up on June 1, 2019 with the BRN. She will not be seeing a second term in the Nurse Administrator role.</p>	
<p>Adjournment</p>	<p>The meeting adjourned and Pilar thanked everyone for attending.</p>	<p>The next meeting is September 18, 2019.</p>