

CCPS STEERING COMMITTEE MEETING
September 19, 2018

Present:

TOPIC	DISCUSSION	OUTCOME
Welcome/Introductions	Everyone introduced themselves, their role within the organization and shared the best thing about 2018 thus far.	
Recognition of National University	Pilar thanked National University for hosting and providing treats and beverages.	
Review of minutes	Everyone received the minutes from the previous meeting (3.21.18) via email.	Stephanie Robinson moved to approve the minutes and Kitty Cazares seconded. All were in favor.
Updated Faculty/Student Orientation Guide and Operations Manual	Pilar reviewed the updates to the Faculty/Student Operation Guide and the Operations Manual. Most edits were grammar and punctuation related. The most notable addition was HIPPA information. She thanked members of the committee who helped review/edit both documents.	Sue Montgomery motioned to accept the changes. Stephanie Robinson seconded. All were in favor.
2019 Annual Calendar	Sharon reviewed the annual calendar for 2019. She also reminded hospitals to have approvals done by end of November.	All approved.
2019 Budget Review and Approval	Pilar reviewed the proposed 2019 budget that reflected additions/removals of schools/service centers.	Mariamamma Mathai motioned to approve. Sue Montgomery seconded.
Review of Current Schools and Clinical Agencies	Pilar provided current copies of all hospitals/academic institutions currently	

	enrolled in CCPS program. The lists included contact information. Sharon asked members to let her know if there are changes that need to be made to either list.	
Clinical Displacement Issues	Pilar shared some issues with displacement in other areas of the state. The board was going to be meeting to talk about the issues and discussing the problems with Senator Hill. Pilar shared our Operations Manual and Operation Guide with Dr. Morris as an example of a working coalition.	
Succession Plan	Kitty Cezares discussed the workforce shortage and the expectation that it will continue to grow.	Members of the group shared collaborative efforts around this topic including a regional collaboration, workforce money and visiting masters classes.
CCPS Survey	Pilar reminded everyone that at the previous meeting it was decided that an annual survey was not needed. She suggested doing a survey every few years to touch base and keep everything in check.	The group agreed that checking in every few years was a good idea moving forward.
CastleBranch Support Update	Member shared a variety of frustrations with CastleBranch, including: Pending docs for 2-3 weeks, waiting for 5 months for people to get back to me from customer services, customer service says 'we are really busy', some are returning to old ways (using paper docs) because Castle Branch is too slow, no one tells us when someone leaves/there is turnover and someone lost a drug test.	Pilar will be having a conversation with Eric and following up on the issues addressed.

Extension of MOU to 5 years	The Hospital Council brought the idea of a 5-year MOU to the Fresno, Madera, Tulare, Kings CEO Section meeting. It received positive responses.	Hospital Council working to get official 'yes' from all hospitals.
Upcoming Events	Pilar shared about upcoming meetings including the Health Impact Regional Meeting regarding clinical displacements (Sept. 24 th) and the BRN meeting in Fresno (Oct. 10 th & 11 th)	
Adjournment	The meeting adjourned and Pilar thanked everyone for attending.	Calendar invites for 2019 will be sent.