



Workforce Council

MINUTES

09/10/10

9:00 am

CONFERENCE CALL

MEETING CALLED BY	Janet McDaniel, Chair
FACILITATOR	Janet McDaniel, Chair
NOTE-TAKERS	Mara Servaites, Staff
ATTENDEES	Kim Carter, Ruth Gaare-Bernheim, Janet McDaniel, Karen Purcell, Sarah Jane Stewart, Chris Thomas, Michelle Whitehurst-Cook, Mara Servaites

Topics for Discussion

Meeting Focus: Update and discussion on Work Plan for Workforce Council

Meeting Outcome(s): Identification of stakeholders to interview to inform survey of academic medical centers, academic medical center programs to survey, and identification of small group to create survey

TOPIC	Review of Minutes	
DISCUSSION	There was a not a quorum in which to vote on the minutes. Members discussed that they were accurate.	
ACTION ITEMS		PERSON RESPONSIBLE
	For review and approval at next meeting	Janet

TOPIC	Review of 2010-2011 Workforce Council Work Plan	
DISCUSSION	<p>The work plan for the Council was approved by the Oversight Committee. There was a slight reduction in our budget (\$1,500). There is a pool of funds to be allocated mid-year as need by the Councils are identified.</p> <p>Identification of stakeholders to adopt a recommendation has become a task for Mara. She will take over this responsibility and getting in touch with Council members to adopt a recommendation.</p> <p>The Council has the flexibility to shift money (25% or less of one budget category). Some shifting may occur in order to purchase journal articles.</p>	
ACTION ITEMS		PERSON RESPONSIBLE
	Communication with Council members on adopting a recommendation	Mara

TOPIC Highlights from Literature Review	
DISCUSSION	The literature review did not yield the results we were looking for. To provide additional information, individuals were identified for interview around training and education for multidisciplinary medical homes and integration of behavioral health and primary care.
ACTION ITEMS	PERSON RESPONSIBLE
Make contact with Dr. Kuzel (VCU), Dr. Bob Snyder (VCU), Dr. Christine Maston (EVMS), Dr. Roger Hofford (Carilion), Dr. Colin Craft (Carilion)	Mara

TOPIC Determination of academic medical programs to survey	
DISCUSSION	Potential programs we will survey are family, internal and pediatric medicine, nurse practitioner, physician assistant, psychiatry, clinical and counseling psychology, educational psychology, social work offering LCSW, family & child development offering counseling track, psychiatric nursing, and midwifery. When the survey is ready to be disseminated, we will contact the Council and ask for assistance in identifying appropriate contacts within the programs.
ACTION ITEMS	PERSON RESPONSIBLE

TOPIC Identification of small group to develop survey	
DISCUSSION	Council members were elected or self-elected themselves to work on the development of the survey. It was suggested the survey be reviewed by social work department chairs and psychiatry department chairs in advance of dissemination. Willingness to share materials, curricula, and provide distance education should be included in the survey.
ACTION ITEMS	PERSON RESPONSIBLE
Small group to work on the survey were named: Michelle Whitehurst-Cook, Janet McDaniel, Tony Miller, Roger Hofford, Jim Werth	Janet

Next Meeting:
October 15th, 8:00 – 9:00 am, conference call
December 8, 10:00 – 11:30 am, face-to-face (conference call ability available), Staunton in advance of VRHA Annual Conference