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**March 30, 2022
Meeting Minutes**

**CALIFORNIA HEALTH WORKFORCE EDUCATION
AND TRAINING COUNCIL
(Council)**

Due to the COVID-19 emergency, this meeting was held by teleconference and webinar. Members of the Council and members of the public participated from their own location via WebEx.

Council Members Present

Sylvia Alva, PhD
Sandra Baker, DNP, RN,
CNE, ANEF
Audrey Dow, MA
Kathryn Dresslar Katherine
Flores, MD Kevin
Grumbach, MD Yingjia
Huang, MPP Catherine
Kennedy, RN Roger Liu,
PhD
Judith Lui, RN MSN
Nader Nadershahi, DDS,
MBA, EdD
Cathryn Nation, MD Cedric
Rutland, MD
Van Ton-Quinlivan, MBA
Sandra Sanchez

**Council Members Not in
Attendance**

Vernita Todd, MBA

HCAI Director

Elizabeth Landsberg

HCAI Staff

Jean-Paul Buchanan
Hovik Khosrovian
Ross Lallian
Caryn Rizell

AGENDA ITEM 1: Call to Order and WebEx Review

Caryn Rizell, Deputy Director, Healthcare Workforce Development, HCAI, called the Council meeting to order at 9:03 a.m. She also provided instructions for navigating the virtual meeting.

AGENDA ITEM 2: Introduction of Council Members

Council members introduced themselves and shared their background and interest in participating in the Council.

AGENDA ITEM 3: HCAI Director Remarks

Elizabeth Landsberg, Director, HCAI, welcomed the new Council members. She gave an update on the OSHPD to HCAI recast. She reported on HCAI's expanding workforce portfolio, health care workforce program activities, Song-Brown funding, and the Governor's proposed budget for Fiscal Year 2022-2023.

AGENDA ITEM 4: Oath of Office – New Council Members

Jean-Paul Buchanan, Attorney, HCAI, administered the Oath of Office to the new Council.

AGENDA ITEM 5: Bagley-Keene Open Meeting Act

Jean-Paul Buchanan, Attorney, HCAI, reviewed the requirements of the Bagley-Keene Open Meeting Act.

The Council asked if a subcommittee starts out as public whether it could change to a private subcommittee if the Council determined that only two members were necessary. The Council requested that Legal provide an update at the next Council meeting.

[The Bagley-Keene Open Meeting Act presentation is hereby incorporated as Attachment A.](#)

AGENDA ITEM 6: HCAI Workforce Data

Ross Lallian, Research Section Chief, Healthcare Workforce Development, HCAI, presented on health workforce data, provided an overview of California's Health Workforce Research Data Center, and presented data use case scenarios.

The Council discussed and made recommendations about other potential data sets that HCAI could collect to inform the Council's work. HCAI will present an update on those recommendations at the next Council meeting.

[The HCAI Workforce Data presentation is hereby incorporated as Attachment B.](#)

AGENDA ITEM 7: Council – Overview and Purpose

Hovik Khosrovian, Policy Section Chief, Healthcare Workforce Development, HCAI, presented on the purpose of the Council and the Council's statutory roles and responsibilities. He also recommended to hold quarterly Council meetings and presented HCAI's recommendations for subcommittees.

The Council discussed and agreed with HCAI's recommendation to meet quarterly. HCAI will send out a poll to align on dates for the June, September, and December Council meetings.

The Council discussed the importance of subcommittees that represent all disciplines and include stakeholders that represent a cross-section of disciplines and subject matter expertise. The Council made additional recommendations for potential subcommittees and participants. HCAI will prioritize the subcommittees and present recommendations during the next Council meeting.

ACTION ITEM

Motion to adopt HCAI's recommendations to establish a Graduate Medical Education, Nursing, Allied Health, Behavioral Health, and Oral Health subcommittee, as amended to add subcommittees for Data and Health Care Pathways (Baker), second, (Landsberg). Motion adopted.

[The HCAI Council Overview and Purpose presentation is hereby incorporated as Attachment C.](#)

AGENDA ITEM 8: General Medical Education (GME)

Diane Rittenhouse, MD, MPH, Senior Fellow, Mathematica, presented on GME in California and led a discussion on activities for the GME Subcommittee to pursue, and encouraged participation.

The Council discussed the importance of GME and the establishing a subcommittee to begin work in this area.

[The GME presentation is hereby incorporated as Attachment D.](#)

AGENDA ITEM 9: Council Chair and Vice-Chair

Hovik Khosrovian led a discussion about the roles and responsibilities of the Council Chair and Vice-Chair. He presented HCAI's recommendations to fill these positions for a term of two-years:

- Council Chair: Sandy Baker
- Council Vice-Chair: Van Ton-Quinlivan.

The Council supported HCAI's recommendations for Council Chair and Vice Chair.

[The Council Chair and Vice-Chair presentation is hereby incorporated as Attachment E.](#)

AGENDA ITEM 10: General Public Comment

- Excited for opportunity to work with the new Council to provide guidance on statewide health workforce education and training needs.
- Concern that GME data misrepresents funding for children's hospitals.
- Expressed support for the appointment of each Council member.
- Recommend to further evaluate including FNP/PA in the GME sub-committee.
- Appreciate the work to address medically underserved areas, expand access to Medi-Cal patients, and incorporate diversity, equity, and inclusion into workforce education and training.

AGENDA ITEM 11: Future Items

Hovik Khosrovian explained that recommendations from Council members and the public regarding potential topics or areas to research are captured as future items. HCAI will present an update on future items at the next Council meeting.

AGENDA ITEM 12: Adjourn Meeting

The meeting adjourned at 2:30 p.m. on March 30, 2022