

**CE Health ADVISORY COMMITTEE MEETING**  
**DATE: August 9, 2011 from 3:10 pm – 4:02 pm**

| Topic                          | Discussion/Recommendations   | Action  |
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| Welcome                        | Valerie Werner chaired the meeting and welcomed everyone in attendance.  |   |
| Introductions                  | <p><u>Members present:</u> Valerie Werner-Chairperson, Vicky Anthony, and Nicole Hamel.</p> <p><u>Via Teleconference:</u> Phyllis Colman, Dr. Carrie Nero, Kathleen “Kit” Powers, and Kathleen Varga.</p> <p><u>SPC Staff Present:</u> LaNona Robinson, Client Account Representative; Gary Graham, Outreach Coordinator; Eileen Gerew, CE Health Office Supervisor.</p>   |   |
| Prior Meeting Minutes          | Valerie Werner asked all in attendance if they received and reviewed the minutes from the May 10, 2011 meeting.  | Minutes were accepted and approved for the 5/10/11 meeting. |
| Provost Update/Recommendations | <p>SPC is in the process of renovating the JWB building located next to the Caruth Health Education Center. When it is complete, LaNona will find out if there will be any space available for future offerings.</p> <p>The new Vet Tech building is being moved into and will be up and running for the first day of classes, August 22.</p> <p>Sheila Newberry returned to SPC and is the new Program Director for Health Information Management.</p> <p>Dr. Law’s “Learn to Earn” program initiative began college wide on May 1<sup>st</sup>, 2011 is doing well in CE Health. The ALF Core Class at \$150 instead of \$350 is averaging about 30 per class</p> <p>The Orthotic Fitters course at \$299 instead of \$650 is maintaining a consistent number of students in each class.</p> <p>Learn-to Earn Surveys asking the students to comment on the benefits of these classes are administered during the classes. The results have been positive. We follow-up and send the students information on how to find a job in the field.</p> |   |
| Marketing Initiatives          | <p>LaNona presented the fall 2011 class line up and provided copies of the brochures and flyers for the fall offerings.</p> <p>Discussion was presented on the challenges for ALFs that, according to state data, do not have compute access in their facilities; however... Tallahassee is reviewing the ALF training programs and CE Health continues to seek opportunities to provide comment on the recommendations for changes in the ALF Training. CE Health suggests that the classes be moved to the college environment and out of the private sector.</p>  |   |

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|   | <p><b>Pro Ed:</b> this is the brochure that includes all of the courses, seminars and conferences for the fall term. It is different from last fall's, it is one page duplexed and folded instead of two pages duplexed, stapled then folded.</p> <p>LaNona asked the group for their opinion in regards to the different format, and everyone liked it. Vicky commented that you can see everything at a glance.</p> <p>There was no concern that a registration form is not included because of the clear direction giving readers the web address for registration.</p> <p>Other brochure examples distributed:<br/>ICD-10 Transition, ALF, Clinical Social Workers, Breast Cancer, Amputations (O&amp;P), Stroke Care, PT and OT.</p>   | Attendees via teleconference and committee members not present will have brochures mailed to them.  |
| Program Update/Marketing Plan                 | <p>ICD-10 Transition flyer features CE Health's first QR code. Users with smart phones can scan the code and will be sent directly to the web page where they can register.</p> <p>LaNona would like to see brochures from other entities. She is providing everyone with self-addressed stamped envelopes and is requesting members send her any samples they may come across.</p> <p>Other programs being offered: Lymphedema, Aging?, Exceptional Empathy with feature speaker Richard Groves.</p>   | Attendees via teleconference and committee members will be mailed self-addressed stamped envelopes. |
| Curriculum Development / Employability Skills | <p>CE Health needs partners to help with Orthopedic and Neuroscience programs.</p> <p>Phyllis discussed the need for child trauma welfare workshops; she offered to do some research on this.</p> <p>Kathy Varga offered to assist with a series for a Resident Assistant for ALF. The intent is reduced cost and less time compared to a CNA. Should include all training that is required within 30 days of being hired. Although, CPR/ First Aid portion may be a challenge. The plan is to coordinate the timing of level 2 background check with training.</p> <p>ALF – working on development of online course.</p> <p>Denise working on Medical Assistant Program</p> <p>The Orthotic Fitters requirements for national certification will change in 2012. Florida course requirements will stay the same. About 50% of our students come from out of state. The course is in the process of being updated for 2012.</p> <p>Kit Powers will inquire at Baycare regarding partnering on Orthopedic and Neuroscience programs.</p> |   |

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|  | <p>Other programs mentioned for potential consideration: Communication workshops for healthcare workers when dealing with difficult patients and their families, and mental health issues surrounding hoarding.</p> <p>Nicole suggested we be sure to always include PTs in our course offerings and to revisit the PT Refresher when possible.</p>  |   |
| Committee Member Update / New Member Recommendations | FBS merger expected to be complete in January. They will be the largest independent blood service company in the United States.  |   |
| New Business   |  |   |
| Committee Survey Elections                           | <p>Gary Graham spoke about the results of the survey sent to committee members. 5 members submitted survey responses, the feedback received was very good.</p> <p>The 2011 Committee survey link will be forwarded to all members as soon as it is available.<br/>The website for Advisory Boards is up and available.<br/>Web address is:<br/><a href="http://www.spcollege.edu/epicenter/advisory">http://www.spcollege.edu/epicenter/advisory</a></p> | Survey results will be emailed to everyone from Eileen. |
| Questions, Comments or Announcements                 | <p>The Exquisite Empathy Conference name we learned is copyrighted. We are in the process of developing a new name for this conference.</p> <p>Outlook invitations will be sent from Eileen to everyone for future meetings.</p>   |   |
| <b>Next meeting:</b>                                 | November 3, 2011; Seminole Campus; Noon.   | Gary will send notices to all.                          |
| Adjournment  | 4:02pm   |   |

**PLEASE MARK YOUR CALENDARS----UPCOMING MEETINGS:**

**\*NOVEMBER 3, 2011 at Noon:**

Recognition luncheon at SPC's Seminole Campus with a breakout session afterwards.

**\*JANUARY 10, 2012**

**\* MAY 8, 2012**

**TELECONFERENCE AVAILABLE – Call 727-568-5433, dial 0, and ask for extension 1070 or 1080.**