



**Nursing Care Quality Assurance Commission (NCQAC)  
Research Sub-Committee Meeting Minutes  
February 16, 2021 5:00 p.m. to 6:00 p.m.**

**Committee Members:** Mary Baroni, PhD, RN, Chair  
Laurie Soine, PhD, ARNP  
Sharon Ness, RN  
Katie Haerling, PhD, RN, CHSE  
Jamie Shirley, PhD, RN

**Guests:** Paula Meyer, Executive Director  
Rebecca Mosley, Pro Tem, Communications Task Force

**Staff:** Mary Sue Gorski, PhD, RN, Director, Advanced Practice  
Chris Archuleta, Director, Operations  
Jessilyn Dagum, Research Assistant

**I. 5:00 PM Opening – Mary Baroni, Chair**

**Call to order**

- Introduction
- Public Disclosure Statement
- Roll Call
  - Mary called the meeting to order and introduced Paula Meyer and Rebecca Mosley as guests.

**II. Standing Agenda Items**

- Announcements/Hot Topic/NCQAC Business Meeting Updates
  - Research Sub-committee meetings will now occur on every 3<sup>rd</sup> Monday of the month from 5:00 to 6:00 p.m. moving forward.
- Review of Draft Minutes: January 25, 2021
  - Small editorial change to move Chris's name under staff. Reviewed with the consensus to send the draft minutes to the March 12, 2021 commission meeting for approval.

**III. Old Business**

- Research Updates – Mary Sue
- Survey Updates – Katie Haerling
- Gap Closure Groups and the Research Sub-Committee – Mary Sue

**IV. New Business**

- Timeline and Continued Discussion of Research Sub-Committee Strategic Plan for 2021-2022
  - The sub-committee reviewed and discussed the timeline and items of their strategic plan. Paula noted that historically, sub-committee's have referred to this type of plan as their 'Action Plan.'
- Communication Task Force Future Collaboration – Rebecca Mosley
  - Rebecca presented on some of the Communication Task Force's current projects and possible offboarding tools that could be utilized by the

commission. The subcommittee's discussion surrounding these topics followed.

**V. Ending Items**

- Open Microphone (as time permits)
- Review of Actions
- Meeting Evaluation – All
- Date of Next Meeting – March 15, 2021
- Adjournment – 6:01 PM