



**Nursing Care Quality Assurance Commission (NCQAC)
Research Subcommittee Meeting Minutes
November 15, 2021 5:00 p.m. to 6:00 p.m.**

Committee Members: Sharon Ness, RN, Chair
Mary Baroni, PhD, RN
Yvonne Strader, RN, BSN, BSPA, MHA
Katie Haerling, PhD, RN, CHSE
Jamie Shirley, PhD, RN
Deb Smith DNP, ARNP, FNP-BC

Staff: Mary Sue Gorski, PhD, RN, Director of Advanced Practice and Research
Chris Archuleta, Director, Operations
John Furman, PhD, MSN, CIC, COHN-S, Washington Health Professional Services (WHPS) Liaison/Research
Jessilyn Dagum, Research Assistant

I. 5:00 PM Opening – Sharon Ness

Call to order

- Introduction
- Public Disclosure Statement
- Roll Call
 - Sharon called the meeting to order at 5:00 PM and introduced the Research Subcommittee members and staff. The Public Disclosure Statement was read aloud for the meeting attendees.

II. Standing Agenda Items

- Announcements/Hot Topic/NCQAC Business Meeting Updates
 - Sharon reported a few highlights from the November 12, 2021 NCQAC Business meeting.
- Review of Draft Minutes: October 18, 2021
 - Mary Baroni noted a few editorial changes to the minutes
 - Reviewed with consensus to bring to the January business meeting with edits corrected.

III. Old Business

- Continuing Competencies Evaluation Plan Update
 - The subcommittee reviewed the documents included with the evaluation plan.
 - Mary Baroni noted a few questions of the survey switch between past and present tense. She will compile a list and email it to staff.
 - She asked that the phrase “licensed practicing nurses,” in the evaluation plan 1-pager be changed to “licensed nurses,” in order to avoid confusion.
 - Mary Sue Gorski clarified that the FAQs included in the packet are a part of the Discipline procedure and not the evaluation documents reviewed by the subcommittee.
- Student Engagement Work Update

- Mary Sue presented a brief update on the student engagement work. The exit survey will be presented to students as a pilot project and then come back to the subcommittee with feedback.

IV. New Business

- Research Procedures cont.
 - Draft Research Subcommittee Description
 - Draft R02.03 Student Engagement
 - Reviewed with the consensus to bring to the January commission meeting for approval.
 - R01.01 Data and Quality Assurance
 - Reviewed with the consensus to bring to the January commission meeting with the recommendation to retire the procedure.

V. Ending Items

- Open Microphone (as time permits)
- Review of Actions
- Meeting Evaluation – All
- Date of Next Meeting – The subcommittee agreed to cancel the December 2021 meeting. The next subcommittee meeting will occur in January 2022.
- Adjournment – 5:54 PM