



**Inland Empire Healthcare Education Consortium  
May 18, 2016 Meeting Minutes**

**Present at Meeting:**

Tara Stern, CBU  
Laura Bum, CBU  
Marisa Sherb, CSU Fullerton  
Evangeline Gangalang, CSUSB  
Brandis Constantine, CSU San Marcos  
Susan Farrington, Mt San Jacinto Community College  
Vanessa Quiroz, CSU San Marcos  
Maria Ottinger, San Joaquin Valley College, Visalia  
Aurora Gumamit, San Joaquin Valley College  
Lee Albanes-Alhorn, Riverside Community Hospital  
Mary Wright, Patton State Hospital  
Patty Coronadao, North West College

Sandy Mortensen, CRY-ROP  
Kathi Wild, LLU School of Nursing  
Sarah Long, LLU School of Nursing  
Nancy Brasher, LLU School of Nursing  
Whitney Chavez, North West College  
Lynda Voldery, North West College  
Angel Coaston, Azusa Pacific University  
Stephanie Lowry, RCC  
Cathy Zappia, West Coast University  
Traci Duda, West Coast University  
Jana Cyrst, Patton State Hospital

**Guest Speakers:**

Nelly Nunez Springer, CA Dept. of State Hospitals  
Krystle Lei Richcreek, CA Dept. of State Hospitals  
Ace Dominguez, Riverside Community Hospital  
Terri Hollingsworth, HASC, available/presented remotely thru "Go to meetings"

**Meeting was held at Azusa Pacific University, San Bernardino Campus, Meeting called to order at 9:05am**

- I. **Call to order/Welcomes:** Evangeline Gangalang called the meeting to order and welcomed everyone. Self-introductions were conducted as well as the agenda was reviewed. No additions were made to the agenda.
- II. **Review of Minutes:** No additions/changes were made to minutes. Patty Coronado approved the minutes and Sandy Mortensen 2<sup>nd</sup> the motion. The minutes were approved by all.
- III. **Presentation of Awards:** Kathi Wild introduced the recipients of this year's awards. The two recipients came at separate times with in the meeting due to their personal work schedules and travel time. Kathi introduced and presented both recipients to the body. This year's candidates were: Amanda Edwards who is a nursing student at Loma Linda University School of Nursing Baccalaureate Program and Jasmine Querubin from Western University Masters of Science in Nursing Program. Each recipient was presented with a certificate and a check for \$500.

Kathi reminded the body that the award application deadline for next year will be October 12, 2016. The applications are now available and will be placed on the website. In addition copies were available and included in the agenda packet.

Kathi also presented a proposed written disclosure statement as discussed at the last meeting. The disclosure statement titled: "Award Committee Self-Disclosure /Conflict of Interest Statement" was reviewed by the body and accepted as written. Cathy Zappia made a motion to approve the statement and Susan Farrington 2<sup>nd</sup> the motion. All in attendance agreed.

The body at the last meeting discussed how a statement should be created and signed by members of the Award Committee in the future to disclose if there is any conflict including personal friend or a relationship between an applicant and a member of the Award Committee. If this was to occur the committee member would not have a vote upon selection of candidates for the awards.

Kathi reminded all that this year we did not have any mentor nomination packets submitted and she encouraged everyone to consider nominating future faculty mentors.

- IV. Introductions of the Executive Committee:** Evangeline Gangalang introduced this year's board members and thanked all for their service.
- V. Reviewed Organizations Status:** Evangeline Gangalang reported that there is a meeting scheduled with the attorney for Monday, May 23, 2016. A sooner appointment was not possible. It is expected at that time that paperwork will be completed to move forward to complete the necessary documents to legally identify our organization as well as tax documents will be completed. Cathy Zappia and Evangeline plan to attend the meeting.
- VI. Web Page Update:** Sarah Long provided an update and thanked those organizations who have responded and provided her with information to post on the web site. She presented the website for all to see. She reminded all that the meeting agendas will be public information and the minutes will be available through a password access. Through the summer she will continue to update the website. The website address is: <http://iehec.org/>

A discussion was also made that she has not received the members and nonmembers distribution list and roster. Sandy Mortensen thought it had been sent but others from the body confirmed that their information had not been updated. Sandy said she would again review and make sure the updated list gets sent out with the minutes and a copy forwarded to Sarah to update on the website.

- V. Treasurer's Report:** Cathy Zappia presented the report. The balance in the account is \$11,684.47 (*please note that on the report handed out by Cathy it was labeled March 18, 2016. It should have been May 18, 2016 no one noted this at the time it was later discovered after the meeting.*) A revised version with the corrected date will be added to the minutes as an attachment.

In addition attached to the Treasurer's Report was an accounting of expenses for the month. Cathy Zappia made a motion to approve the report and Sarah Long 2<sup>nd</sup> the motion.

- VII. Presentations:**
- **Ace Dominguez from Riverside Community Hospital:** Presented information on opportunities within the Case Management department to start in the fall for intern and clinical rotations. Opportunities are available for students to be scheduled to intern and conduct clinical work in the department. Currently students from RCC have been assigned in the department. The opportunities exist during weekdays from 8:00am-4:30pm. Students would be able to experience being part of the interdisciplinary team which includes interacting with: physical therapy, discharge planning, looking at clinical needs of patients, level of care, insurance needs, case management etc. Students would be exposed to the care needs of patients as well as the business aspect of a patient's stay in the hospital. Several questions were asked by the body and there seemed to be interest.
  - **State Hospital Presentation:** Nelly Nunez & Krystle Lei Richcreek flew in from Sacramento to represent on the CA State Hospital system. There are many employment opportunities for students finishing programs and seeking employment. They reviewed the application process and indicated they are available to personally assist any interested applicants. Some facts they shared included:

The state hospitals are no closing down. They are the nation's largest forensic hospital system with great employment potential. Patton Hospital is in our area and they have great hiring needs for qualified, licensed nursing staff.

There are also clinical rotations available through the state hospital system. In the Inland Empire there is Patton State Hospital. Mary Wright, RN and Jana Cyst, RN were also in attendance. They were introduced to the consortium and available after the meeting for questions.

Anyone interested in applying for employment to work should contact one of them and also refer to the state's website. All applicants must complete the on-line application.

Email addresses for the two are: [Krystle.richcreek@dsh.ca.gov](mailto:Krystle.richcreek@dsh.ca.gov) & [nelly.nunez@dsh.ca.gov](mailto:nelly.nunez@dsh.ca.gov)

The state's website is: [www.dsh.ca.gov/jobs](http://www.dsh.ca.gov/jobs). Interested parties once on website site should go to "careers". Applicants should complete the application and upload a resume.

**Tips shared:**

- 1.) Applicants should consider their clinical and/or volunteer experiences as work experience. Many times applicants do not list their clinical or volunteer experiences as work history.
- 2.) Review the bulletins for the desired job as you are applying. Make sure to use the words on the bulletin and high light personal experiences as they apply to bulletin.
- 3.) Make sure to contact them for assistance and guidance. They will assist anyone.
- 4.) Read through the bulletin carefully, follow directions and answer all questions on the application. If something does not apply make sure to include that statement.

They suggested we link their website to ours.

- **Teacher Immersion Opportunity through DBH:** Sandy Mortensen reminded everyone that the San Bernardino County Dept. of Behavioral Health is providing the Teacher Immersion Program in July this summer. There will be an opportunity for teachers and medical staff from the facilities to participate in a three day experience. There will be two weeks available to sign up for and each interested person should only sign-up for one week (3-day experience). A flier was included in the agenda packet and additional copies were available. An electronic sign-up will be created and emailed to all of the body. We will also place the opportunity and information on the consortium's website.
- **Terri Hollington, HASC presented on the upcoming nurse shortage that has been projected.** HASC has been conducting research and a study on the shortage. Information was reviewed in a power point regarding their study and findings.

**VIII. Nomination Committee:** Jasmine Schmidt from CBU had agreed to be the nomination appointed committee chair however she was not present at the meeting and her position has changed within CBU. Evangeline Gangalang suggested the nominations be taken at this meeting. All in attendance agreed.

**Nominations were made as follows:**

**Chair Elect:** Discussion was made and Vina Eslava from Parkview has expressed an interest. She has agreed to act as chair provided Evangeline stays on as co-chair and mentors her. Evangeline has agreed. A discussion was also made that Parkview is not currently a paid member. Vina indicated she would make sure Parkview becomes a member so Vina would be eligible to be nominated.

**Co-Chair:** Evangeline Gangalang, CSUSB

**Treasurer:** Vanessa Quiroz, CSU San Marcos

**Secretary:** remain with Sandy Mortensen, CRY-ROP

**Community Information Liaison:** remain with Sarah Long, LLU School of Nursing

**Awards Committee:** remain with Kathi Wild as chair

**Membership Committee:** Angel Coaston, APU willing to chair and Stephanie Lowry, RCC will serve as a member

**Nomination Committee Chair:** Tara Stearns, CBU

**Vacant Committee Chairs to date with no nominations at the table:**

- Facilities Committee
- Education/Research Committee
- Legislative Committee
- Finance Committee

It was discussed that as per the consortium's by laws all members must sit on a committee. We are hoping all members will volunteer and sign-up to sit on a committee. The information regarding each committee will be included on the new membership form.

A ballot will be emailed out to all members for vote.

IX. **Selection of Meeting Dates for 2016-2017:** It was proposed meetings be held on the third Thursday of each quarter as follows:

- Sept. 22, 2016
- Nov. 17, 2016
- Jan. 19, 2017
- Mar. 8, 2017 (moved up due to spring vacation conflicts)
- May 18, 2017

**Meeting adjourned at 11:27 am**

**Agenda Packet Included:**

- Agenda
- Minutes from March Meeting
- Treasurer's Report and monthly accounting statement
- Awards applications for Mentor and Student
- "Award Committee Self-Disclosure/Conflict of Interest Statement"
- Flier: DBH Teacher Immersion Program
- Brochure & flier: State Hospital System flier and brochures
- Several other handouts were placed on the sign-in table by other organization representatives.