



**Florida Center for Nursing**  
**Quarterly Board of Directors Meeting**

Thursday, June 13, 2024

University of South Florida  
USF Children's Medical Services, Room CMS 3007  
13101 Bruce B. Downs Blvd.  
Tampa, FL 33620

**Mission:**

The Florida Center for Nursing is established to research and address issues of supply and demand for nursing, including issues of recruitment, retention, and utilization of nurse workforce resources.

**Vision:**

The vision of the Florida Center for Nursing is to ensure that the health care needs of the residents and visitors of Florida are met by a competent and sufficient nursing workforce.

**Values:**

- Accountability–We commit to delivering the FCN's statutory goals.
- Integrity–We practice high ethical standards through interpersonal and interprofessional relationships.
- Respect–We cultivate collaborative partnerships that promote access for everyone.
- Courage–We take bold steps to create innovative best practices to advance the nursing profession.

## Business Meeting Minutes

9:00 a.m. Business meeting called to order and roll call conducted.

### **Attendance:**

FCN Board of Directors:

Ms. Kristina Cloversettle, Ms. Julianne Colle, Ms. Suzanne Depew, Dr. Mary Anne Enns, Dr. Michele Heston, Ms. Joanne S. Hoertz, Dr. Robert M. Keiser, Dr. Louisiana Louis, Dr. Robin McGuinness, Dr. Jacqueline Munro, Ms. Michele Panetta, Ms. Monica Puga, and Dr. Leslie Rogers

Excused: None

*Quorum established: Yes*

FCN Staff: Dr. Rayna Letourneau, Ms. Ana Sanchez, Dr. Tammy Franqueiro, Ms. Mara Raggi and Ms. Vincenza Shaw

Recorders: Ms. Vincenza Shaw and Ms. Ana Sanchez

### **1. Approval of March 2024 Minutes**

Motion to approve the March 14, 2024 Board of Directors quarterly meeting minutes by Dr. Enns. Seconded by Dr. Munro.

Approved unanimously. Motion carried.

## **2. Financial Update**

Reviewed Florida Statute §464.0196(3)(g) to seek and accept nonstate funds for sustaining the center and carrying out center policy. FCN staff established a fund (#270074) through University of South Florida Foundation. Individuals may support the FCN by donating to the FCN.

On behalf of the FCN Finance Committee, Dr. Robert Keiser presented an update. The Finance Committee met 5/22/2024. Expenses are in line with expectations.

Informational.

## **3. Research Committee Update**

On behalf of the FCN Research Committee, Dr. Jacqueline Munro presented an update. The Research Committee met 5/6/2024. Focus of meeting was on potential grant opportunities and innovative nursing research initiatives being conducted at various institutions across Florida.

Informational.

*Meeting break at 10:06 a.m.*

*Meeting resumed at 10:20 a.m.*

#### **4. Executive Session for Performance Appraisal Committee**

On behalf of the FCN Performance Appraisal Committee, Dr. Mary Anne Enns provided information on the appraisal process and results of Dr. Letourneau's fiscal year 2024 performance appraisal.

Motion to approve fiscal year 2024 performance appraisal as presented by the FCN Performance Appraisal Committee. Seconded by Ms. Joanne Hoertz.

Approved unanimously. Motion carried.

#### **5. Strategic Planning**

The Florida Center for Nursing's mission areas of (1) supply and demand, (2) recruitment and retention, and (3) utilization of nursing workforce resources and current strategic plan were reviewed. Strategic planning for fiscal years 2026-2028 will begin this year. The Directors identified that previous strategic planning activities were valuable and plan to continue similar strategic planning activities in the future.

Informational.

*Meeting break at 12:02 p.m.*

*Meeting resumed at 12:30 p.m.*

## **6. University of South Florida (USF) Update**

Ms. Jessica Gelabert, USF College of Nursing Associate Dean of Finance and Administration and Dr. Monica Alesnik, USF College of Nursing Chief of Staff and Strategy explained the resources and support provided to FCN by the university.

Informational.

## **7. Performance Appraisal Committee Executive Session, continuation**

Ms. Gelabert joined the executive session to provide information on USF's Human Resources processes and procedures regarding faculty compensation.

Motion to approve a 4% merit increase to Dr. Rayna Letourneau's stipend for fiscal year 2025 by the Performance Appraisal Committee. Seconded by Ms. Michele Panetta.

Approved unanimously. Motion carried.

## **8. Florida Board of Nursing (FBON) Update**

Mr. Joe Baker, Executive Director of FBON, introduced Ms. Amanda Gray as the new incoming Executive Director and provided updates pertaining to nursing regulation issues at the state and national levels.

Informational.

## **9. Long Term Care Workforce**

Ms. Joanne Hoertz provided information on upcoming changes to the CMS guidelines that will impact the long-term care nursing workforce in Florida.

Informational.

## **10. Updates from Executive Director**

Quarterly update of ongoing strategic initiatives and introduction to upcoming initiatives currently in design phase.

Informational.

## **11. Updates from FCN Board of Directors**

Directors provided updates regarding topics that are pertinent to their specialty areas as well as geographical locations. Items discussed included:

- K-12 pipeline initiatives
- Faculty shortage
- Online education licensure changes
- Workforce stabilization
- Career path bridge programs and development
- Elevation of educator workforce
- Continued increase in turnover
- Recruitment and retention focus
- Expand academic partnerships

Informational.

## **12. Other Matters**

National Forum of State Nursing Workforce Centers annual conference - Accelerating Nursing Workforce Solutions Innovative Programs and Data takes place June 17-19, 2024. FCN staff have seven peer-reviewed presentations at the conference.

Dr. Rayna Letourneau will serve as President of the National Forum of State Nursing Workforce Centers from June 2024 through June 2026.

Informational.

## **13. Upcoming Meetings**

Thursday, September 12, 2024 – Fort Myers, FL

Tuesday, December 3, 2024 – Tampa, FL

Wednesday, March 5, 2025 – Tallahassee, FL

*Motion to adjourn at 3:09 p.m. called by Dr. Mary Anne Enns. Seconded by Dr. Leslie Rogers.*