



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

**Tuesday, December 3, 2024**

University of South Florida  
Marshall Student Center-MS C 3700  
4103 USF Cedar Circle  
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

Business meeting called to order and roll call conducted at 9:02 a.m.

### Attendance:

FCN Board of Directors:

Ms. Kristina Cloversettle, Ms. Julianne Colle (virtual), Ms. Suzanne Depew, Dr. Mary Anne Enns (virtual), Dr. Michele Heston (virtual), Ms. Joanne S. Hoertz (virtual), Dr. Louisana Louis, Dr. Robin McGuinness (virtual), Dr. Jacqueline Munro, Ms. Michele Panetta, Ms. Monica Puga (virtual), and Dr. Leslie Rogers

Excused: Dr. Robert M. Keiser

Quorum established: Yes

FCN Staff: Dr. Rayna Letourneau, Ms. Ana Sanchez, and Ms. Vincenza Shaw

Recorders: Ms. Ana Sanchez and Ms. Vincenza Shaw

### 1. Approval of September 12, 2024 Minutes

Motion to approve the September 12, 2024 FCN Board of Directors quarterly meeting minutes by Ms. Kristina Cloversettle. Seconded by Dr. Jacqueline Munro.

Approved unanimously, motion carried.

### 2. Strategic Planning

Florida Center for Nursing statewide strategic framework and priority areas for fiscal years 2023-2025 were reviewed. The priority areas were revised for brevity and clarity as identified in the table below.

Previous Strategic Priority Areas	Revised Strategic Priority Areas
Generating new knowledge and information	Research
Developing and implementing new interventions	Recruitment & Retention
Promoting recognition	Recognition

Strategic goals and objectives were created for each priority area: Research, Recruitment & Retention, and Recognition.

Strategic Goal 1: Identify and analyze issues and opportunities related to supply and demand for the nursing and health care workforce.

1.1 Conduct a statistically valid supply and demand gap analysis of the nursing workforce and health care workforce.

1.2 Maintain a comprehensive database that tracks the current supply and demand of the nursing workforce within the state.

1.3 Collect data on nursing faculty supply and demand.

Utilize feedback from communities of interest to guide strategic activities.

Strategic Goal 2: Provide statewide resources to address issues of recruitment and retention of the nursing workforce.

2.1 Utilize data to develop recommendations to support professional development and nursing education.

2.2 Pilot innovative solutions to support the recruitment, development, and retention of nurse faculty.

2.3 Pilot innovative solutions to support the recruitment, development, and retention of clinical preceptors.

2.4 Identify best practices in the academic preparation and continuing education needs of nurse educators, nursing faculty, and preceptors.

Strategic Goal 3: Develop, enhance, and promote recognition, reward, and renewal activities for Florida nurses.

3.1 Promote nursing excellence programs at the individual and organizational levels.

3.2 Promote media and positive image-building efforts for nursing.

3.3 Demonstrate the impact nurses have on individuals and communities.

3.4 Collaborate with communities of interest to promote nurse well-being and healthy work environments.

Informational.

Meeting break at *12:07 p.m.*

*Meeting resumed at 1:00 p.m.*

### 3. Florida Board of Nursing update

Mrs. Amanda Gray, Executive Director of FBON, provided updates pertaining to nursing regulation issues at the state level.

Mrs. Gray summarized key aspects of Florida statute 456.0145 “Mobile Opportunity by Interstate Licensure Endorsement Act”, which established a new universal process for licensure by endorsement for health care professions regulated by the Florida Department of Health Medical Quality Assurance Division.

Informational.

### 4. FCN Committee updates

- Research Committee. The FCN research committee convened on November 13, 2024. The committee reviewed preliminary findings of the FCN Nursing Education Program study. The FCN Research committee will continue to meet biannually. The next meeting is planned for April 10, 2025.
- Bylaws Committee. The Bylaws charter states there shall be three members to serve on the Bylaws committee. Only two directors have been serving. Dr. Louis volunteered to serve as the third member of the Bylaws committee.

Informational.

### 5. Executive Director updates

Dr. Letourneau provided a quarterly update of ongoing strategic initiatives and report release timeline.

Informational.

*Meeting break at 3:06 p.m.*

*Meeting resumed at 3:16 p.m.*

## 6. Public Comments

Dr. Letourneau presented comments from our community, received from FCN communication platforms.

Informational.

## 7. Chairperson & Chairperson-Elect Updates

Chairperson, Dr. Louis, and chairperson-elect, Dr. Heston, expressed gratitude on the progress of the FCN statewide strategic plan and FCN strategic initiatives.

Informational.

## 8. BOD Individual Updates

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

- Academic practice partnerships
- Florida Organization of Nurse Leaders (FONL) 2024 annual conference and scholarship recipients
- Accreditation milestones for organizations
- Nurse wellness

Informational.

## 9. Upcoming Quarterly Full Board of Directors Meetings

Future quarterly BOD meetings are tentatively scheduled at the following locations:

- FY25 Q3  
Wednesday, March 5, 2025, Florida State University, Tallahassee, FL
- FY25 Q4  
Wednesday, June 18, 2025, Memorial Healthcare System, Hollywood, FL
- FY26 Q1  
Thursday, September 18, 2025, State College of Florida, Avon Park, FL
- FY26 Q2  
Wednesday, December 10, 2025, University of South Florida, Tampa, FL

Motion to adjourn at 4:01 p.m. by Ms. Suzanne Depew. Seconded by Ms. Michele Panetta.

**Minutes of December 3, 2024 Florida Center for Nursing board of directors meeting reviewed and approved at the March 5, 2025 meeting.**