



Advisory Board Meeting Minutes
Wednesday, August 14, 2019
11:00 am – 12:00 pm, Webex remote meeting

Board Members Present: Dr. Ruby Cain, Katie Cunningham, Brian Henrikson, Barbara Ihrke, Amanda Leffler, Connie McIntosh, Joshua Rainey, Terri Roberts, Rick Roberts, Susan Stiffney, Ann Obergfell
AHEC office representatives: Justin Tobyas, Cindy Phelps, Dr. Tony Mahon
Absent: Gina Bailey, Jennifer Henderson, Dorothy Smock

- Welcome and Call to order – Justin Tobyas
- Updates from Advisory Board members
 - Terri Roberts – University of St. Francis Nursing
 - Completed summer health education camp
 - Working on trauma informed care training for the future
 - Rick Roberts – Grace College, pre-health coordinator
 - Established a preceptor for 3rd year med students at Kosciusko Community Hospital, housing through Grace College
 - Working toward a health education camp for high school students for summer of 2020
 - Katie Cunningham – Exercise specialist, Parkview Huntington
 - Reaching out to High School students for exercise-focused training in Allen County, seeking to expand to Huntington, other counties as well; may supplement efforts currently ongoing by the AHEC in Allen County (as outlined by Justin)
 - Barbara Ihrke – Indiana Wesleyan School of Nursing vice president of academic affairs
 - Completed summer health education camp
 - Working on preparing for accreditation report for the nursing program at IWU
 - Brian Henrikson – Ft Wayne Medical Education Program Director of Research
 - To take the place of the community Institutional Review Board (IRB) hosted by Lutheran that is shutting down, the Medical Education Program is starting a new community-focused IRB with members from Trine, Huntington, Lutheran and Parkview. Focus is research on community healthcare and healthcare initiatives. Looking for additional IRB members as well as initiatives for evaluation
 - Joshua Rainey – Director of Behavioral Sciences, IU Health Ball State Hospital
 - Focusing on behavioral health internships/training in the hospital system
 - Susan Stiffney – Goshen Community Schools health services coordinator
 - Planning a summer health careers camp for next year in Goshen
 - Dr. Ruby Cain – Ball State Dept of Educational Studies, “It is well with my soul” community outreach agency
 - Nothing to report

- Amanda Leffler – Indiana University education adjunct
 - Planning a conference through the Indiana League of Nursing to provide training in relation to the NCLEX exam for nurses and updates to this exam – will be October 4th, fee is \$35
- Connie McIntosh, Ball State University School of Nursing
 - Ball State hosts a long running (11th year) autism camp, and this year nursing students were involved and it was a positive experience for all
 - The BSU nursing school and Delaware county school systems are working with the EMS and law enforcement to provide training for best care for special needs students in an active shooter situation
- Updates from NEI-AHEC
 - Cindy Phelps – reported that Dr. Ballard has stepped down from the state office, Dr. Taylor is acting as the interim Indiana director
 - Goal A programs – health professions recruitment among school-aged children
 - Summer camps were hosted at both IWU and USF
 - Starting to gear up for school year programming for Wabash, Delaware, Blackford, Allen, and Grant counties
 - Goal B programs – support of health professions education
 - Bridging The Gap in June for a couple of students
 - New Spanish for Health Care Workers course at Manchester School of Pharmacy, targeting those in Allen County; plan another course there in January
 - Pilot program last weekend and next weekend. It will open up to other schools in the area (i.e. USF, Huntington, Ivy Tech). It will be hosted at Manchester University in FW, will be free of charge. Focuses on cultural competency and language training (specifically Spanish).
 - Clerkship students
 - New preceptor and housing at Grace College for Kosciusko County
 - Need new preceptors throughout the region; looking for placement options for Huntington PA program as well as for placements in Behavioral Health through Meridian Health
 - Goal C – AHEC Scholars
 - 14 remaining in the 2018-2020 cohort (one dropped out in the past couple of weeks)
 - As of this past week all spots are filled for the 2019-2021 cohort
 - The students in the cohorts are primarily from Muncie – when the AHEC staff presents the program, this encourages/results in an increased number of applications but very few if no presentation is made; want to expand the geographical region of students for the cohorts
 - Goal D programs – Education of medical professionals
 - Webinars offered to medical professionals for training

- Fort Wayne Medical Education programming, including participation in Parkview and Lutheran Grand Rounds, available remotely as a webinar and in recorded format
 - Mini-Grants
 - Expecting to send out Funding Opportunity Announcement in November with deadline in December, award decisions made in January
 - Keep the two different program dates (summer camps vs. academic year programs)
 - Financial: Rapid Cycle Quality Improvement meeting on 8/29/2019 to discuss the past year
 - Report for the 2018-2019 fiscal year will go out with meeting minutes
 - Request: can board members attend this meeting?
 - Staffing updates
 - Valeri Caldwell: Assistant Director of Post-secondary Education is scheduled to return in early September
 - Posting for Assistant Director of Outreach and Secondary Education
 - Applications have been received and are being reviewed in the next weeks
 - Requested campus visits/interviews for candidates
- Suggestion for Update Template – from the board members, to better communicate health care and AHEC-connected activities
 - General agreement that this would facilitate communication
 - Updates would be included in minutes as attached documents for reference
 - Would allow those who can't attend the meeting to still provide updates
 - Terri Roberts has a mini-update template that she will share for review, refinement
- Advisory Board membership
 - Cindy Chenoweth has stepped down
 - Nominations for Vice-president: Connie McIntosh has expressed an interest in the position; Justin will send out a poll for an official board vote once Connie has had a chance to review the position, if she is still in agreement to serve
 - New member suggestions: from Adams county, Teresa Bradmiller a possibility (Nursing officer at Adams Memorial Hospital)
 - Focus on people to represent those counties without a member on the board
 - Barbara Irhke will seek members from those counties (Wabash specifically) through her connections
 - LaGrange, Steuben, Noble, DeKalb, Whitley, Wells, Blackford, Randolph, and Wabash are not currently represented.
- Dr. Mahon
 - Commended Justin Tobyas for service in moving the goals of the NEI-AHEC forward during this past year through the transition of his role, and in spite of being short staffed for most of the year
 - Board encouraged to continue to identify potential board members and healthcare initiative opportunities
 - Reported from the state office under Dr. Taylor's oversight: there is an opportunity to divide the current 17 counties of the NEI-AHEC into 2 regions (northernmost 8 counties, and more southerly 9 counties). The north region would be Elkhart, LaGrange, Steuben, Kosciusko,

Noble, DeKalb, Whitley, and Allen. The southern would be Wabash, Huntington, Wells, Adams, Grant, Blackford, Jay, Delaware, and Randolph. This change would allow the establishment of a new region in the far NE part of the state, with the current office focusing on the southern region (since the office is located at Ball State). The new region would receive its own funding and have its own staff, with no reduction in staff/funding for the other Indiana regional centers.

- This would double the AHEC involvement in the region
- Would require identifying a host site for the office (IU Ft Wayne not eligible): possible would be Parkview or Lutheran, USF, Purdue Ft. Wayne, Trine PT, Huntington OT, Manchester Pharmacy or others
- Time line: established over the next year, to start no earlier than the 2020-2021 fiscal year
- Looking for feedback, suggestions for sites, etc.
- Email Dr. Taylor (jtaylor8@iupui.edu) or Justin with potential host sites.

- Brian Update:

- Lutheran IRB open to community is shutting down at some point in the near future. Residency program has started new IRB committee. First meeting in September, next month accepting proposals
 - Trine, Parkview, Lutheran, Huntington, maybe USF. Will host community research.
 - Interest in collaborating with them, serving on IRB, etc. It is open!
 - IRB protocol manager web platform up and running before sending out announcements. Justin- if you want us to send anything out let us know.

- Amanda Update:

- Indiana League for Nursing is hosting workshop at Marian University to talk about next generation. CE's available. \$35.
 - Send link to Justin so it can be sent out.

- Adjournment