



Attendance:

Name	Title/Role	Organization
John Bergemann	Human Resource Director	Crouse Hospital
Lisa Blodgett	Program Rep	New York State Nurses Association
Kari Burke	CNYCC Workforce Coordinator	SUNY Upstate University Hospital
Richard Diodati	Human Resource Director	Charles T. Sitrin Health Care Center
Eric Frost	Associate VP for Human Resources	SUNY Upstate University Hospital
Ruth Heller	Vice President	1199 SEIU
Richard Hughes	QA Coordinator	Onondaga Case Management Services
Jim Kennedy	Chief Compliance and Project Development Officer	Finger Lakes Community Health
Patricia Kuhn	Clinical Coordinator	St. Elizabeth's Medical Center
Jackie McDowell	Human Resource	Mohawk Valley Health Systems
Anita Merrill	Workforce Consultant	Health WorkForce New York (HWNY)/AHEC
Dominic Robinson	Vice President of Community Prosperity	St. Joseph's Hospital
Carrie Roseamilia	Director of RMED	SUNY Upstate University
Cynthia Sternard	Human Resource Director	St. Joseph's Hospital
Michele Prince	Director of Ancillary Services	Lewis County General Hospital
Agenda Item	Discussion Points	Decision/Action Item
Welcome and Introductions	The group welcomed members attending for the first time, including: Trish Kuhn and Lisa Blodgett of New York State Nurses Association, and Carrie Roseamilia of SUNY Upstate Medical University.	As needed, add new members to WFWG mailing list and monthly CNYCC WF newsletter
Minutes of the Previous Meeting	The minutes of the July and August meetings were approved with the following corrections: The word "County" to be removed from Onondaga Case Management Services in both sets of minutes;	Minutes to be corrected before being posted to HWapps.org and cnycares.org.



	the word “selected” is to be changed to “volunteered” in the July minutes around workgroup chairs.	
NYSDOH Updates	<p>Anita and Kari provided an update on the NYSDOH workforce data reporting conference call on 09/25/15. HWNY staff posed questions on the call NYSDOH was not prepared to answer with respect to tracking individuals vs. employees by job title. NYSDOH is in the process of convening a Stakeholders Group with respect to Compensation and Benefits Analysis (which impacts reporting as well). Anita Merrill of HWNY will represent CNYCC and other PPSs on the call. In response to what HR can be doing to assist in the meantime, it was agreed to begin focus group testing of HWapps tools for DSRIP data collection and reporting.</p> <p>Discussion ensued with respect to having the right people at the table, particularly at the PICs to represent community based organizations (alcohol/drug treatment, mental health, etc.)</p>	<ul style="list-style-type: none"> • Anita Merrill to attend Stakeholders’ Meetings on behalf of CNYCC; • HWNY to organize focus groups to begin testing of HWapps tools for data collection; HR departments interested in participating should contact Anita or Kari; • Anita Merrill to re-send NYSDOH list of job titles to members; • Kari Burke to follow up on PIC membership.
Communications	The next issue of the workforce newsletter is in process to be released mid-month; the newsletter will be used to push the survey regarding topics/level of interest for future webinars.	<ul style="list-style-type: none"> • Anita/Kari will add a subscription link in the newsletter itself (both CNYCC and workforce); • Anita/Kari will push the survey once more before the next meeting.
Upcoming Meetings	In addition to the Stakeholders’ Meeting for Compensation and Benefits, Anita noted the 2 nd regional meeting of PPS Workforce Leads/Vendors will be 11-16-15 in Cooperstown, NY. The meeting is being hosted by the Leatherstocking Collaborative Health Partners. Kari Burke will be presenting on Gap	<ul style="list-style-type: none"> • Anita/Kari to attend Workforce Lead/Vendor meeting 11-16-15.

	Analysis.	
Milestone Review	<p>I. Define Target Workforce State</p> <p>Eric Turer, a consultant with JSI, will be presenting at the next meeting of the Workforce Workgroup on models developed for projecting the Target Workforce State. The expectation is for the Workforce Workgroup to review and critique the methodology.</p> <p>II. Develop Training Strategy</p> <p>With respect to training, Anita and Kari are in the process of meeting with PICs to review the Project by Project Training Analysis. Once the training needs have been identified, we will begin to prioritize training needs into the following categories: 1) PPS supported; 2) PPS incentivized; and 3) provided independent of the PPS. Webinars to guide utilization of the Training Marketplace on HWapps will be scheduled soon, likely beginning in November. Ruth Heller provided information from 1199 on a DSRIP 101 course available through the Training & Employment Fund for organizations with 1199SEIU members.</p> <p>III. Perform detailed Gap Analysis</p> <p>IV. Create a Workforce Transition Roadmap</p> <p>Anita and Kari will work with the PICs to identify future state while partner contracting is underway. Partner contracting is expected to be completed in December.</p> <p>V. Produce a Compensation and Benefit Analysis</p> <p>Compensation and Benefits work is currently on-hold until we receive more information through the</p>	<ul style="list-style-type: none"> • Anita to send overview of methodology produced by Eric Turer, JSI, in advance of the next meeting; • Anita to send the latest copy of the Project by Project Training Analysis in advance of the next meeting; • Anita to schedule webinars on utilizing the Training Marketplace on HWapps; • Anita to follow up with Coert Bonthius with respect to getting the 1199 DSRIP 101 available through HWapps.



	NYSDOH Stakeholders' Meetings in October.	
Next Meeting	The next meeting will be held from 12 – 2 pm on 10-30-15 at the CNYCC offices (109 Otisco Street, Syracuse). Lunch will be provided.	N/A
Adjournment	The meeting adjourned at 2:47 p.m.	N/A

Recorded by: Anita Merrill, Workforce Consultant, HWNY