

ADVISORY COMMITTEE MEETING MINUTES

Date: November 8, 2012

Class: Nursing & Medical Careers

School/District: Madera Unified School District

Teacher (s): Mary Pietrowski, RN

Business and Industry Members Present (full name, title, and business name):

1. Mary Farrell, RN; Vice-President, Patient Care Services, Madera Community Hospital.
2. Christine Watts-Johnson; Assistant Vice-President of Human Resources, Madera Community Hospital.
3. Joan Lopez RN; Case Management Director, Madera Community Hospital
4. Gail Rowell RN; Home Health Director, Madera Community Hospital
5. Vic Leone; Radiology Director & Clinical Instructor, Madera Community Hospital
6. Sharon Weber CLS; Lab Manager; Children's Hospital of Central California

Business Members Absent:

1. Angela Groce LVN; Director of Staff Development, Country Villa Madera Rehabilitation & Nursing Center
2. Jason Keledjian, DDS
3. Sabrina Nassar, DDS
4. H. Wayne Troxell, MPT, OCS, Troxell & Mohr Physical Therapy
5. Biana Groggs RN, Nursing Director, Madera County of Public Health
6. Teresa Costa Carr, DVM; Madera Veterinary Center

Educators, Ad Hoc members, and others present (non-voting membership):

1. Shirley Woods, ROP Coordinator, Madera Unified School District
2. Sharon Phillips LVN, CNA & HHA Instructor, Madera Adult School
3. Rosanna Suarez, Medical Careers Instructor, Madera Adult School
4. Todd Lile, Vice-Principal Health Sciences, Madera South High School
5. Mary Pietrowski RN, Instructor ROP Nursing & Medical Careers, Madera South High School.

- I. **Purpose of Meeting:** Mary Farrell covered with the members the purpose of the advisory meeting. “The purpose of the advisory meeting is to provide up-to-date information on current trends and technologies and to make recommendations for the development and improvement of the program. Advisory committee members are asked to speak on behalf of employers from specific career- technical areas.”

- I. **Introductions:** Mary Pietrowski began the introductions followed with each member present introducing themselves with their titles.

- I. **Meeting Called to Order:** Mary Farrell called the meeting to order at 5:20 pm

- I. **Review and Approval of Minutes:** The committee reviewed the minutes from the 11/09/2012 meeting. Chris Watts-Johnson made a motion to approve the minutes and Vic Leone second the motion. All members present approved the minutes.

I. Curriculum Review

A. Status of Previous Recommendations:

Mary Farrell recommended:

- The importance of computer skills & training in the use of electronic documentation for all students entering the health care field. All health care areas are required to go to electronic documentation.
- The continued need for updated online curriculums, textbooks and resource material for classroom use for nursing & medical careers.
- To include the ROP athletic trainer instructors from MUSD in the advisory committee, as they both use Madera Community Hospital as a training site.

Chris Watts-Johnson recommended:

- The importance of classroom instruction on the inappropriate use of social media in the workplace (face-book, texting).

A. Course Description: No changes were made

- A. **Job Titles:** Committee members mentioned the continued need for:
1. Interpreters
 2. CNA's / Patient Care Technicians
 3. Unit Clerks
 4. Phlebotomists
- A. **Course Outline and Hours of Instruction:** The course outline was read and discussed with no changes being made.
- A. **Training Plans for Community Classroom/CVE:** All contracts have recently been renewed and are current until June 30, 2015.
- A. **Instructional Materials:** The current Nursing Assistant textbook (2004 edition) needs to be updated. The present textbook does not cover the most current HIPPA regulations and documentation guidelines. It also does not offer online resources for learning enhancement. New textbooks with online resources were recommended.
- A. **Equipment:** The computers continue to be very slow and there is a need for more up-to-date computers that can be used in the classroom. There is also a need for more interactive equipment such as a Promethean boards. Shirley Woods stated that Mary Pietrowski had submitted a wish list that encompasses new equipment. Mr. Lile, Ms. Woods and Mrs. Pietrowski will meet to prioritize the advisory recommendations and wish list. The plan is to purchase new equipment to enable the students to be able to do more online and computer work.
- I. **Articulation/UC Approval:** Medical Terminology is articulated with Fresno City College until December 2014.
- I. **Labor Market Information and Future Trends:** Mary stated that health care is here to stay and the need for jobs in health care will continue to be needed. Community health programs are also growing.
- I. **Placement/Continuing Education:** Mary Farrell stated that ROP students have been successfully employed by the hospital. She was happy to announce that recently a graduate of the program has been promoted to a supervisory position with MCH.

- I. **Suggestions and Recommendations:** Mary Farrell had suggested looking into possible changes of the clinical schedule for nursing careers where it can be incorporated more into the school day. She also offered MCH as a clinical training site for the nursing career class in the future.
- I. **Recommendations to Support Continuing the Program:** All those present unanimously recommended and agreed to continue and support the Medical and Nursing Careers Program.
- I. **Next Meeting:** Shirley announced that the spring advisory meeting would be on April 23, 2012 at Clovis North High School.
- I. **Adjournment:** The meeting was adjourned at 6:10 pm

AdvMinTempl(2):GK/ju
September 2001



July 2010

ADVISORY COMMITTEE MEETING OF MARY PIETROWSKI RN

SIGN-IN ROSTER

Advisory Committee Name: ROP Medical + Nursing Careers MSHS/MTS 11/8/12

PLEASE PRINT

*HOST TEACHER: Please attach this roster to your minutes and return both to Fresno ROP within 4 weeks of the meeting.

NAME	REPRESENTING	COMPANY NAME	TITLE	ADDRESS	PHONE NO.
<u>Sharon Phillips</u>	<u>CNA/HHA</u>	<u>MTS</u>	<u>Teacher</u>	<u>Instructor 955 W Pecan Ave</u>	<u>718-6641</u>
<u>Rosana Suarez</u>	<u>Medical Career</u>	<u>MTS</u>	<u>Instructor</u>	<u>955 W Pecan Ave</u>	<u>871-4884</u>
<u>Shirley Woods</u>	<u>ROP Coordinator</u>	<u>MTS</u>		<u>955 W Pecan Ave</u>	<u>675-4425</u>
<u>Mary Farrell</u>	<u>MCIT</u>	<u>MCIT</u>	<u>V.P.</u>	<u>1250 E. Almond</u>	<u>675-5577</u>
<u>Patricia Lopez</u>	<u>MC</u>	<u>MC</u>	<u>CM Director</u>		<u>675-2730</u>
<u>Lee Lane</u>	<u>MCIT</u>	<u>MCIT</u>	<u>Radiology Clinical Instructor</u>	<u>1270 E. Almond</u>	<u>675-2933</u>
<u>Sharon Weber</u>	<u>Chce</u>	<u>Laboratory</u>	<u>Pref Analysis Mgr</u>	<u>9300 Valley Blvd</u>	<u>353</u>
<u>Christine Waters</u>	<u>HR</u>	<u>HR</u>	<u>HR P.H.R.</u>	<u>1250 E Almond Ave</u>	<u>675-4372</u>
<u>Jill LILR</u>	<u>Madera South</u>	<u>MSHS</u>	<u>VP</u>		<u>675-4550 x1136</u>
<u>Gail Rowen</u>	<u>RM</u>	<u>MCIT</u>	<u>Director</u>		<u>675-2000</u>
<u>Mary Pietrowski</u>	<u>MSHS</u>	<u>ROP Medical + Nursing Careers</u>	<u>Instructor</u>		<u>675-4550 x1320</u>