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APHN Education and Professional Development Committee

September 23, 2019

12PM PT/ 1PM MT/ 3PM CT/ 3 ET

**Agenda**

* Introductions
Deb Heim, Dorene Hersch, Laura Tucker, Julianna Manske, Jamie Weaver
* Updates
	+ Wisconsin D&I grant
	Grant from UW-Madison
	Developed toolkit
	Not sure where it will be housed.

Looking at other frontline positions that could use the toolkit.
The third piece is how to implement in another state (NC).
Look at adapting to rural areas, another state and other positions.

* + Laura Tucker (MS DoH) – Decentralized state. Currently orient to position but not public health.
	+ Dorene Hersh Seattle/King County Washington
* New topics
* Ongoing
	+ update PHN Residency Toolkit
		- brainstorm suggestions to incorporate PH infrastructure components into the residency program: emergency preparedness, policy development, organizational administrative competencies, accountability/ performance management

			* Emergency Preparedness Section – How incorporate into day to day functions and help new staff understand where they fit in and tailored to geographic area.
			Incident Command – first responder (already covered in Toolkit)
			* Policy Development and Support – Examples of how policies affect new nurses do their jobs such as HEiP, discuss the policy schedule (if one exists), where do you find policies, who is responsible, how often updated? Add a scavenger hunt into this section. What can employees communicate? Understand the difference between educating, advocating, lobbying and what your agency allows. Crosswalk PHN Ready. Also align with the CPH exam.
			* Accountability/Performance Management
			Discuss quality improvement with everyone.
			Discuss dashboard metrics for your area. How are they measured and communicated?

Refresh on professionalism and social media use.

* + - review logistic notes
	+ future “homework”
		- review all added components of toolkit that are colored in red
		- all Wisconsin specific details are highlighted in yellow. Please review and decide if they need to be changed, kept or reworded
		- add in all other willing residency program components into the toolkit (i.e MN case studies link…others????)
		- proofread for grammar, broken links, and edit footnotes to be in superscript
* Future workgroups
	+ CPH exam team
	+ Mentorship toolkit team