

McLaren Port Huron
Professional Nurse Council
Meeting Minutes
Meeting: 7/6/21 @ 9:00 AM, The Charles Conf. Room

Attendance: see sign in sheet on last page

- **Motion to Begin meeting at 9:01 by Alyssa Huffman**
- **Approval of June Meeting Minutes**
 - Motion to approve by Rebecca Stark, seconded by Prudence Whistle
- **Follow Up**
 - Outstanding items
 - NLT Presentation
 - Gift of Life Walk – accepted, will move forward and put into place
 - Deanna Raab will initiate when necessary
- **LPN Staffing Model**
 - Currently approximately 32 FTEs down
 - Since Jan 45 applicants/18 interviews/only 13 hires
 - Do have 17 interns to be placed
 - To relieve some of the pressures off RN's, introduce LPN Staffing Model, to hire LPN staff
 - Will post 5 LPN positions to start
 - Group agreed for Kathleen to move forward with this
 - No IV medication and no IV push
 - Cannot do the initial assessment
 - Group feels LPNs would be beneficial
 - Barb House now an RN did work here as an LPN, could get her take on how that role should be.
 - Concern about how LPNs could affect staffing matrix/ratio on floors
 - Concern, maybe not use LPNs in ICU because of medication issues but many areas they could help wound care, vitals, INO, foleys etc
- **Academic Partnership with Grand Valley State – Lisa Zajac**
 - Nursing Workforce Diversity Grant, \$2.2 million grant GVSU
 - Partnering with McLaren and Spectrum
 - Opportunities available for nurses who meet at least one criteria
 - Educationally disadvantaged
 - Economically disadvantaged
 - Underrepresented minority
 - McLaren RNs will be selected for one of the following opportunities
 - 19 RN – BSN
 - 6 BSN to MSN in Clinical Nurse Leader Program
 - 5 MSN to DNP in Health Systems Leadership
 - McLaren identify potential applicants
 - If RN is interested apply to GVSU
- **Registration – Melissa Main**
 - Review of Supplemental Demographic Information Sheet

**McLaren Port Huron
Professional Nurse Council**

Meeting Minutes

Meeting: 7/6/21 @ 9:00 AM, The Charles Conf. Room

- Not all floors use this (ICU does)
- Group likes the sheet but did propose a changes
 - List a “Primary” contact person and a “Secondary” contact person
 - Melissa will open a ticket for this change
 - Registration change scripting to describe the Emergency Contact as someone who can make medical decisions on the patient’s behalf. (Need to educate units)
 - Alyssa to send proposed scripting to Melissa Main.
 - Note, Next of Kin may or may not be the contact person
 - Educate all floors regarding using this sheet
 - Not all floors will use but goal is to get more to use.
- Any incorrect information in the EMR should be emailed to Melissa Main so she can follow up.
- Per Melissa if the Face Sheet was signed by the patient then the patient verified the information as being correct.
- If patient came in unresponsive and could not get the information it should be in the notes that the patient was unresponsive.
- Welcome Sheet vs Pin Number Card
 - Welcome sheet could be included in packet and posted on unit, up to unit
 - Shows rules for the floor, visiting hours, contact phone number, flower rules etc.
 - All inpatient family/companion (person who can be given updates) should be given a Patient Pin Number Card
 - Cards can be ordered at McLaren Print Shop www.mclaren-buscards.com
 - Or contact John Tracy at John.Tracy@mclaren.org if you cannot get a login.
 - Visitation Guidelines should be posted at all hospital doors and in rooms on each unit.
 - Kathleen will bring this up at Med Exec.
 - Put on agenda for next meeting
- **Round Table**
 - **Tele Sitter**
 - Kathleen to have Holly Schienke come to the next meeting to discuss the sitter software Macomb is currently using.
 - **Tele Nurse**
 - Currently being used at Northern, maybe have a few RNs travel to see this.
 - **Discussion on Retention**
 - Doing exit interviews trying to get feedback that would help retain staff
 - Finding there are a lot of very new nurses on nights who are not staying
 - A suggestion of a bonus that you have to pay back if you don’t stay for a certain length of time.
 - **Units cannot hear all overhead pages – Kathleen to address**

**McLaren Port Huron
Professional Nurse Council**

Meeting Minutes

Meeting: 7/6/21 @ 9:00 AM, The Charles Conf. Room

- **Badges not always working to turn off some alarms (Prudence) – Kathleen to address**
- **Some patient Rooms need hooks for coats and such (North Tower more than South) – Kathleen to speak to Jack**
- **Concerns regarding patient of childbearing years coming to floors without HCG test**
 - Put on agenda for next meeting
 - Look for policy (s)
- **CNO candidates**
 - down to two, Kathleen's 2nd interview on 7/9
- **Motion to Adjourn at 11:00 PM by Alyssa Huffman, majority approved**

**McLaren Port Huron
Professional Nurse Council**

Meeting Minutes

Meeting: 7/6/21 @ 9:00 AM, The Charles Conf. Room

PNC 2021

DEPARTMENT		NAME	SIGNATURE
3S Cardiac Stepdown	Primary	Rebecca Stark	<i>Rebecca Stark</i>
	Alternate	Tina Rivera	
ICU	Primary	Chelsea Elliott	<i>Chelsea Elliott</i>
	Alternate	Christine Bright	
Pediatrics	Primary	Merissa Phetteplace	
	Alternate	Alyssa Seidl	
5 North	Primary	Prudence Whistle	<i>Prudence Whistle</i>
	Alternate	Amanda Isaac	
Family Birth Place	Primary	Elizabeth Rosenbrock	
	Alternate	Kristin Roberts	
4 South	Primary	Emily Houston	
	Alternate	Christine Whittredge	
Mental Health	Primary	Linda Harbron	<i>Linda Harbron Nichole Harrington</i>
	Alternate	NONE	
6N/Observation	Primary	Jennifer Guertin	
	Alternate	Christina Mills	
Emergency Center	Primary	Ashley Callewaert	<i>Ashley Callewaert</i>
	Alternate	Genie Judson-Sanchez	
Cardiovascular Lab	Primary	Sarah Mollan	
	Alternate	Rebecca Sayers	
Wisner Health Center	Primary	Stacy Britz	<i>Stacy Britz</i>
	Alternate	Nicolle Murphy	
Pre & Post-Operative	Primary	Marybeth Vickers	<i>Marybeth Vickers</i>
	Alternate	Alyssa Huffman	
Radiology	Primary	Christina (Chrissy) Sheeler	<i>Christina Sheeler</i>
	Alternate	Nicole Douglas	
OR/Endoscopy	Primary	Adrienne Bartee	
	Alternate	Vicky Phipps	
Women's Wellness	Primary	Taylor Stocker	<i>Taylor Stocker</i>
	Alternate	Magan Jakubiak	
Case Management	Primary	Jerri Heinz	
	Alternate		
Secretary		Rebecca Kleeves	<i>Rebecca Kleeves</i>
Chair		Alyssa Huffman	<i>Alyssa Huffman</i>

Kathleen McKenna