



**Tim Rainey**  
Executive Director



**Edmund G. Brown Jr.**  
Governor

**CALIFORNIA WORKFORCE INVESTMENT BOARD  
HEALTH WORKFORCE DEVELOPMENT COUNCIL  
MEMBERSHIP AD HOC COMMITTEE  
MEETING NOTICE**

**Tuesday, February 19, 2013  
10:00 a.m. – 12:00 p.m.**

**California Workforce Investment Board  
777 12<sup>th</sup> Street Suite 200  
Sacramento, CA**

---

**AGENDA**

- **Welcome and Introductions**
- **Review – Membership Document Presented at the January 16, 2013 Health Workforce Development Council Meeting**
  - **Council Member Input**
- **Discussion – Membership Categories**
  - **Review of Suggested Additions to Council Membership**
- **Public Comment**
- **Next Steps**
- **Adjournment**

---

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn. In order for the Committee to provide an opportunity for interested parties to speak at the public meetings, public comment may be limited. Written comments provided to the Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, § 11125.1, with copies available in sufficient supply. Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523.

Topic: HWDC - Membership Ad Hoc Committee  
Date: Tuesday, February 19, 2013  
Time: 10:00 am, Pacific Standard Time (San Francisco, GMT-08:00)  
Meeting Number: 749 062 502  
Meeting Password: cwib777

-----  
To join the online meeting (Now from mobile devices!)  
-----

1. Go to <https://edd-wsb.webex.com/edd-wsb/j.php?ED=199733592&UID=1368413807&PW=NMWY4YjBiZDA1&RT=MiM0>
2. If requested, enter your name and email address.
3. If a password is required, enter the meeting password: cwib777
4. Click "Join".

To view in other time zones or languages, please click the link:

<https://edd-wsb.webex.com/edd-wsb/j.php?ED=199733592&UID=1368413807&PW=NMWY4YjBiZDA1&ORT=MiM0>

-----  
To join the teleconference only  
-----

Provide your phone number when you join the meeting to receive a call back. Alternatively, you can call:

Call-in toll-free number (Verizon): 1-866-748-2780 (US)

Call-in number (Verizon): 1-866-748-2780 (US)

Show global numbers:

<https://wbbc.verizonbusiness.com/wbbcClick2Join/servlet/WBCClick2Join?TollNumCC=1&TollNum=866-748-2780&TollFreeNumCC=1&TollFreeNum=866-748-2780&ParticipantCode=6132541&customHeader=mymeetings&dialInNumbers=true>

Attendee access code: 613 254 1

For assistance

- 
1. Go to <https://edd-wsb.webex.com/edd-wsb/mc>
  2. On the left navigation bar, click "Support".

You can contact me at:

[Moreen.Lane@cwib.ca.gov](mailto:Moreen.Lane@cwib.ca.gov)

1-916-324-2988

To add this meeting to your calendar program (for example Microsoft Outlook), click this link:

<https://edd-wsb.webex.com/edd-wsb/j.php?ED=199733592&UID=1368413807&ICS=MI&LD=1&RD=2&ST=1&SHA2=HrLGOSkzwIn99Ska4>

[Bob4al50eywx7g11XxLP/tZ77M=&RT=MIM0](https://edd-wsb.webex.com/edd-wsb/systemdiagnosis.php?Bob4al50eywx7g11XxLP/tZ77M=&RT=MIM0)

The playback of UCF (Universal Communications Format) rich media files requires appropriate players. To view this type of rich media files in the meeting, please check whether you have the players installed on your computer by going to <https://edd-wsb.webex.com/edd-wsb/systemdiagnosis.php>.

Sign up for a free trial of WebEx

<http://www.webex.com/go/mcemfreetrial>

<http://www.webex.com>

CCP:+18667482780x6132541#

**IMPORTANT NOTICE:** This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, discuss your concerns with the meeting host prior to the start of the recording or do not join the session. Please note that any such recordings may be subject to discovery in the event of litigation.

California Workforce Investment Board  
Health Workforce Development Council  
Membership Ad Hoc Membership Committee  
Recommendations

Background

At the October 15, 2012 Health Workforce Development Council (Council) meeting the members decided to convene an ad hoc committee to develop a methodology to determine the make-up of its membership. Staff had a follow-up discussion with the Council chair regarding the charge of the ad hoc and it was decided the ad hoc would develop recommendations regarding:

- Value statement
- Process for filling vacancies and/or adding new members
- Removal of members
- Membership categories

Value Statement

The members of the Health Workforce Development Council represent a broad constituency dedicated to ensuring the expansion of California's primary care and allied health workforce to provide access to quality, affordable healthcare and better health outcomes for all Californians.

The Council is a public/private entity and its members represent the continuum of stakeholders needed to develop a skilled health workforce.

Membership Process

The Ad Hoc Committee discussed different options for adding new members and removal of current members. The Ad Hoc Committee came to a consensus and recommends the following process:

- Vacancies within the new proposed membership categories would be identified.
- Council members would be apprised of the vacancies and recommendations for organizations/individuals to fill those vacancies would be solicited.
- Recommendations would be forwarded to the chairs of the State Board and Health Workforce Development Council for consideration.
- Invitations to join the Council would be sent from both the Chair of the State Board and the Chair of the Council. It should be noted that State Board members have the option of joining any Special Committee (such as the Health Workforce Development Council) of the State Board and do not require a separate invitation from the State Board Chair/Council Chair.

- In accordance with State Board by-laws, the Chair of the Council, on behalf of the State Board Chair, may request the written resignation of any Council member who fails, without good cause, to attend three consecutive Council meetings or who otherwise demonstrates an inability or unwillingness to actively participate in the meetings, discussions, activities, and decisions of the Council.

Proposed Membership Categories (with current and potential new members)

The Ad Hoc Committee examined the current membership and recommends the following broad membership categories:

- Private Sector
  - Kaiser Permanente
  - Sutter Health
  - California Hospital Association
  - Long Term Care (inactive representative)
  - Doctors Medical Center
  - St. John's Well Child and Family Center
  - Fairchild Medical Center
  - Non-Federally Qualified Health Center (New)
  - Western University of the Health Sciences
  - California Labor Federation
  - Service Employees International Union
- State/Federal Entity
  - California Health and Human Services Agency
  - Office of Statewide Health Planning and Development
  - Department of Public Health
  - Department of Mental Health (Workforce development program/funding transferred to OSHPD)
  - Department of Consumer Affairs (no representative)
  - Department of Industrial Relations, Division of Apprenticeship Standards
  - California Department of Education
  - California Community Colleges Chancellor's Office
  - The California State University Office of the Chancellor
  - University of California Office of the President
  - Senate Committee on Health (No active representative)
  - Senate Committee on Business, Professions and Economic Development (New)
  - Assembly Committee on Health
  - Assembly Committee on Business, Professions and Consumer (New)
  - Assembly Jobs, Economic Development and the Economy (New)
  - Assembly Committee on Aging and Long Term Care (New)
- Funder

- Blue Shield Foundation (New)
- California HealthCare Foundation (New)
- The California Wellness Foundation (Vacancy)
- The California Endowment (Vacancy)
  
- Regional/Statewide Collaborative
  - California Health Professions Consortium
  - California Workforce Association
  - California State Rural Health Association
  - California Health Workforce Alliance
  - California Area Health Education Center Program
  - Coachella Valley Economic Partnership (New)
  
- Community-Based Organization/Consumer Advocate/Third Party
  - Jewish Vocational Services
  - Latino Coalition for a Healthy California
  - Alliance for Rural Community Health (Representative has left the organization)
  - The Children’s Partnership (Oral Health – New)

In addition, to developing the new membership categories, the Ad Hoc Committee discussed the use of “advisors” to the Council. The Ad Hoc Committee discussed the importance of focused expertise that could be used to address specific agenda items, policy issues or as part of an ad hoc committee. In the past, these types of individuals have been used on the Career Pathway Sub-Committee and the Action Plan Implementation Team.

Action Requested

The Council is asked to come to consensus on the recommendations of the Membership Ad Hoc Committee. Upon consensus, the recommendations will be presented to the State Board chair for implementation.