Nursing Care Quality Assurance Commission (NCQAC)  
Research Sub-Committee Minutes  
October 25, 2019    10:30 am to 11:30 am

Sub-Committee Members:  
Mary Baroni, PhD, RN, Chair  
Laurie Soine, PhD, ARNP  
Lois Hoell, MS, MBA, RN  
Jeannie Eylar, MSN, RN

Staff:  
Mary Sue Gorski, PhD, RN, Director of Research and Advanced Practice  
Tori Lane, Nursing Practice Administrative Assistant

I. 10:00 AM Opening – Mary Baroni, Chair  
Call to order  
- Introduction  
- Public Disclosure Statement  
- Roll Call

II. Standing Agenda Items  
- Announcements/Hot Topic/NCQAC Business Meeting Updates  
- Draft Minutes for September 16, 2019  
  - Consensus reached to take the minutes to the November 8th Nursing Commission business meeting for approval.

III. Old Business  
- Data access procedures  
  - Mary Sue discussed the Data Access procedure (provided in the packet) and the edits that were made. The intention is to have accurate data available to answer questions and have access to it, with minimal barriers while preserving privacy. The annual nursing education program survey results are now a part of the data being considered for access. The sub-committee provided comments and feedback about the procedure.  
- Time and date for meetings  
  - Discussion on meeting times that might work better for the sub-committee members and for practicing nurses in general.  
  - Sub-committee members decided to move the meeting to the second Monday of each month and have it from 5-6 pm. This will start in December with no meeting in November.

IV. New Business  
- Feedback on LPN to BSN Survey  
  - Kyra McCoy-Director of the nursing program at Edmonds College presented draft questions for a survey designed to gather information on LPN’s academic progression for an ongoing project funded by Premera.
V. **Ending Items**

- Open Microphone (as time permits)
- Review of Actions- Meeting Evaluation – All
- Date of Next Meeting – December 9, 2019
- Adjournment – 10:54 AM