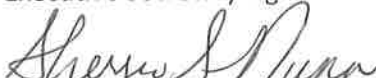


# Advisory Committee Minutes

<b>PROGRAM COMMITTEE</b>		CNA PCT Advisory			
<b>CHAIRPERSON:</b>				<b>MEETING DATE:</b>	11-8-16
<b>MEETING TIME:</b>		4:00 pm		West Campus Building A	
<b>RECORDER:</b>		Sherrie S. Nunn, Administrative Systems Specialist ssnunn@actx.edu		N/A	
<b>MEMBERS PRESENT</b>					
List all members of the committee, then place an X in the box left of name if present					
	<b>NAME</b>	<b>TITLE</b>	<b>EMPLOYER</b>	<b>PHONE</b>	<b>EMAIL</b>
X	Katrina Tokar	Asst CNO	BSA		<a href="mailto:Katrina.tokar@bsahs.org">Katrina.tokar@bsahs.org</a>
X	Christy Lackey	Career Specialist	WFS		<a href="mailto:clacky@wspanhandle.com">clacky@wspanhandle.com</a>
X	Adonna Ballard	Education Dir.	NWTHS		<a href="mailto:Adonna.ballard@nwths.com">Adonna.ballard@nwths.com</a>
X	Deborah Sugden Ozuah	RN Clinical ED	BCS		<a href="mailto:dozuah@bcsama.org">dozuah@bcsama.org</a>
X	Kenna VanMeter	RN CNA Inst.	Randall HS		<a href="mailto:Kvanm@canyonisd.net">Kvanm@canyonisd.net</a>
X	Sandra Garcia	RN MDS	Bivins		<a href="mailto:Sandra.garcia@bivinshomes.org">Sandra.garcia@bivinshomes.org</a>
X	Victoria Jones	HR Specialist	Bivins		<a href="mailto:Victoria.jones@bivinshomes.org">Victoria.jones@bivinshomes.org</a>
X	Jamelyn Akins	Administrator	Hillside Heights		<a href="mailto:Jamelyn.akers@fundlt.com">Jamelyn.akers@fundlt.com</a>
X	Anna Rangel	RN DON	Hillside Heights		<a href="mailto:Anna.rangel@fundltc.com">Anna.rangel@fundltc.com</a>
X	Leah Henderson	RN	Bivins Nursing Home		<a href="mailto:Leah.henderson@att.net">Leah.henderson@att.net</a>
X	Kim Carr	RN DON	Bivins Nursing Home		<a href="mailto:Kim.carr@bivinshomes.org">Kim.carr@bivinshomes.org</a>
X	Shonda Chapman	Supervisor	BSA		<a href="mailto:Shonda.chapman@bsahs.org">Shonda.chapman@bsahs.org</a>
X	Rena Kuehler	RN BSN	AACAL		<a href="mailto:Rkuehler6905@suddenlink.net">Rkuehler6905@suddenlink.net</a>
X	Monica Martinez	WIA Prog Mgr	Workforce Solutions		<a href="mailto:mmartinez@wspanhandle.com">mmartinez@wspanhandle.com</a>
X	Shandra Cole	WIA CS	Workforce Solutions		<a href="mailto:scole@wspanhandle.com">scole@wspanhandle.com</a>
X	Ben Reid	CNMT	CCA		<a href="mailto:breid@ccallp.com">breid@ccallp.com</a>
X	Marge Dean	Geri NP	Tx Tech Int Med		<a href="mailto:Margaret.dean@ttuhsc.edu">Margaret.dean@ttuhsc.edu</a>
X	Marty Harston	HR Recruiter	BSA		<a href="mailto:Marty.harston@bsahs.org">Marty.harston@bsahs.org</a>
X	Jay Barrett	Principal	AACAL		<a href="mailto:Jay.barrett@amaisd.org">Jay.barrett@amaisd.org</a>
X	Alan Sissel	Director MP	BSA		<a href="mailto:Alan.sissel@bsahs.org">Alan.sissel@bsahs.org</a>
<b>EX-OFFICIO'S PRESENT</b>					
X	Michele Rupe	Prog Director	Amarillo College	806-467-3028	<a href="mailto:Mmrupe22@actx.edu">Mmrupe22@actx.edu</a>
X	Mark Rowh	Dean, HS	Amarillo College	806-354-6070	<a href="mailto:merowh@actx.edu">merowh@actx.edu</a>
X	Robert Bates	Instructor	Amarillo College		<a href="mailto:Rob.bates@dumasisd.org">Rob.bates@dumasisd.org</a>
X	Melissa Burns	CE Coordinator	Amarillo College	806-354-3650	<a href="mailto:mdburns@actx.edu">mdburns@actx.edu</a>
	Dr. Deborah Vess	VPAA	Amarillo College		
	Kim Crowley	Assoc Dean	Amarillo College	806-354-6087	<a href="mailto:kacrowley@actx.edu">kacrowley@actx.edu</a>
X	Will Ratliff	Advisor	Amarillo College	806-354-6085	
X	Jessica Hill	CMA Prog Dir	Amarillo College	806-467-3023	<a href="mailto:jmhill@actx.edu">jmhill@actx.edu</a>
X	Ivy Rodriguez	Student	Amarillo College		
X	Danielle Arias	Asst Dir	Amarillo College		
X	Daniel Esquivel	Exec Dir	Amarillo College		<a href="mailto:dmesquivel@actx.edu">dmesquivel@actx.edu</a>
<b>AGENDA ITEM</b>		<b>ACTION DISCUSSION</b>			<b>RESPONSIBILITY</b>
Welcome & Introductions		Introductions			Jay Barrett
Approval of Minutes		No previous meetings have occurred, therefore, no prior minutes.			

Advisor Report	Will stated the Top of Texas recruiting event had a large attendance. CNA & PCT careers are a pathway into the healthcare field. He stated his availability.	Will Ratliff
Program Director Report	The AC Advisory Handbook was reviewed; Ms. Rupe stated that there will need to be a division of the 2 programs and therefore creating 2 separate committees - 1 for PCT & 1 for CNA – CNA will probably be in the Fall semester and PCT will probably be in the Spring semester. The attendees discussed chairpersons – PCT chair will be Rene Kuehler (1 <sup>st</sup> Jay Barrett, 2 <sup>nd</sup> Deb Sugden); Discussion of a future direction & vision will be to integrate CNA PCT & EKG – merging essential skills to make for better patient care. The programs want to make needed changes to match and align with the skills needed in the workforce.	Michele Rupe
Student Report	Student representative stated she was very appreciative of the opportunity and everyone in the program was very helpful. She is a ESL student (originally from Columbia) and everyone has helped very much.	Ivy Rodriguez
Continuing Education	CEUs for programs that are applicable	Melissa Burns
Affiliation Reports	AACAL – they have students ready for clinicals; Randall High have students that are eager to get into the sites. Ware / Arbors use resident assistants as well BSA – uses PCT – Marty stated they are training their own (Patient Care Specialists PCS). Workforce stated that they see a demand among employers;	Affiliations
Perkins Representative	Perkins funds are available for training equipment purchases based on request / application from the college.	Mark Rowh (behalf of Perkins Coordinator)
VPAA	Not in attendance	Dr. Deborah Vess
Dean of Health Sciences	Mark Rowh appreciated the clinical educators and would like to see the initiatives tie in for each of the programs to be the best they can be.	Mark Rowh
Adjournment	5:35 pm	Jay Barrett
Date: 11/15/16	Executive Secretary Signature: 	Next Meeting: TBA