



**Education Committee
Conference Call Minutes
December 2, 2013**

Committee Members Present (8): <ul style="list-style-type: none"> • Michael Belzer – Chair • Caroline Jacobs – Chair • Penne Allison • Craig Cathcart • Susan Currin • Stephanie Thomas • Sherrie Williams • Joe Woelkers 	Committee Members Absent (3): <ul style="list-style-type: none"> • Ted Chan • Tom Quatroche • Arnold Tabuenca 	Staff Present (4): <ul style="list-style-type: none"> • David Engler • Josel Fritz • Kristine Metter • Katherine Susman
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Agenda Items

Minutes

Vital2014 Program	Review Draft Program. Discuss Possible Refinements and Potential Speakers. <ul style="list-style-type: none"> • The four tracks for this year's programming are clinical leadership, executive leadership, finance (group revised this from financing), and patient safety. 1115 waivers are no longer a track as the association has dedicated a yearlong distance learning program and a possible September in-person meeting to this. • Interest group meetings have been added to Wednesday afternoon programming. There are 3 interest groups meeting at the conference: Foundation Directors, Clinical Leaders (CMOs) and the 340B program. These meetings are open to anyone that wishes to attend but programming is developed by interest group members. • On Thursday and Friday morning there will be "critical conversations" (roundtable discussions) for groups of different functional areas to come together. Examples include CEOs, foundation directors, finance professionals and clinicians. • On Thursday afternoon there will be two sets of four concurrent rapid fire sessions, as well as a poster session. This serves to provide a light, fast paced end to the day. • The post-conference sessions will be on Friday afternoon for an additional fee. There will be two four-hour workshops, one on sustainability and one on leadership. The sustainability workshop will focus on sustainability models, one of which has been developed in the UK to help sustain gains and quality improvement. Tentatively, participants will bring a quality improvement piece with them to distribute during the session (this would require instructions upon
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	<p>registering for the event). The leadership workshop is still being developed in terms of content and demographics.</p> <ul style="list-style-type: none"> • The group previously discussed Atul Gawande as a possible keynote speaker; he is unable to attend due to scheduling. Any suggestions or new ideas are welcome. • The Thursday morning general session will be a variation of the traditional business meeting. The new bylaws give more flexibility allowing this to be a more dynamic governance piece. • The committee encouraged staff to focus specific marketing efforts on CNOs and CQOs.
2014-2015 Fellows Program	<p>Review and Discuss Draft Curriculum</p> <ul style="list-style-type: none"> • The staff and consultants have done a top to bottom review of the existing fellows curriculum in an effort to see how adaptive leadership can be incorporated. There are now two goal statements for the program: <ul style="list-style-type: none"> ○ Strengthen the leadership skills needed to successfully mobilize organizations to tackle tough challenges, accomplish change, and develop the adaptability to thrive in complex, competitive, and challenging environments. ○ Explore techniques that allow leaders to effectively know and manage themselves, as a foundation for knowing and managing others. • There will be five “kitchen cabinet” webinars including one orientation and then four sessions (August, September, January February). These are held between the in-person sessions as supplemental support for the fellows. • Session I will be held during Vital2014 in June. This is devoted entirely to principles of adaptive leadership. The fourth day will correspond to a breakout session of the same topic at the conference. This will directly link the executive leadership at Vital2014 to what the fellows are learning for the first three days. • America’s Essential Hospitals will be recommending that organizations send a team of people to the Fellows Program, as it is hard to implement changes and new models as one individual. • The association is looking into site visits with curriculum rather than just a tour of facilities. This would tie the experience to a leadership skillset. • An additional panel of CEOs will speak about their own challenges/adaptive leadership styles Session II. There was a suggestion from the committee that this include other leadership positions such as CMOs to broaden the conversation.
2014 Distance Learning Update	<ul style="list-style-type: none"> • The 2014 webinar calendar shows an aggressive 30 percent increase from 2013. • Programming is continuously being established. Popular programs such as HCAHPS will continue, and there is built-in flexibility for late breaking topics and trends throughout the year.
2014 Committee Meeting Schedule	<ul style="list-style-type: none"> • There will be quarterly conference calls (March/July/December) and an in-person meeting in September. There will also be a debrief luncheon at the close of the June conference.