



National Forum for Background Checks Summary of Meeting held January 06, 2017

Purpose: The January session was a Forum business meeting.

Agenda:

- 1. Share progress updates on forum initiatives
- 2. Discuss usage of the email lists
- 3. Collect feedback on last month's spotlight session
- 4. Solicit suggestions for next hot topic

Discussion, Decisions, Action Items

- 1.a Initiative: Meetings and Conferences (James Joslin, OK):
 - NBCP Quarterly Webinar
 - James announced particulars of the upcoming webinar, and that all graduated States are invited. He reviewed the tentative agenda.
- 1.b Initiative: Resource Library (Steve Gobbo, MI)
 - Steve described the first items to be posted on the Forum page of the bgcheckinfo website.
 - Links to the interviews with Connecticut and Florida (NBCP Case Studies)
 - State-by-state profile of program (e.g., size and budget, automated system, staffing.
 - Agenda and meeting summaries from the Forum meetings
 - **Decision:** Presentation Slides and a high-level meeting summary will be posted. Links to the Case Study interviews will be posted.
 - **Action Item:** Ernie (CNA coordinator) will get the summary notes and agendas posted, and will get the links to the case study interviews established.
 - **Action Item:** Steve and Ernie will propose the data fields for the State profiles and a method to collect the data.
- 1.c/2 Initiative: Interstate Data Sharing/NBCP Nurse Aide Registry (Leticia Metherell, NV)
 - Leticia described the activity to gather information from NBCP States about issues hampering their ability to participate in expanding the NBCP NAR. Many States have not responded. This led to a discussion about the use of the email distribution list for Forum correspondence.
 - **Decision:** All Forum correspondence will be sent using the Forum's google group distribution lists. Requests for information will use Survey Monkey to allow online responses. A standard format for forum surveys and documents will be used to the extent possible. A follow-up reminder email will be sent within one week of the original email.
 - **Action Item:** Leticia will send out the NBCP NAR Status through the google group.



- **Action Item:** Ernie will add Madeline to the State representative distribution group.
- **Action Item:** Ernie will forward the responses Karen received to the group.
- 1.d Initiative: Outreach/Advocacy (Ernie for Jeff Akin, OR)
 - Ernie showed and discussed the new Forum logo, and discussed the possibility of a forum position paper on the new LTC rule.
- 3. Feedback on December Spotlight Session
 - James recapped the session about KY's spotlight session and asked for feedback about the session and the process. Spotlight sessions provide a State with an opportunity to describe an idea or issue they are facing and the group can respond and provide guidance in real time. Although informative and insightful, some Forum members felt that they did not have complete information or understanding of the issue, or did not know what type of input KY wanted.
 - **Decision:** Prior to a spotlight session, the respective State will provide a written summary of the issue to the Forum, with areas where suggestions are invited.
- 4. Suggestions for next hot topic:

The following topics were identified

- New LTC rule
- National NAR vs. NBCP NAR
- CJIS Audit Experiences and expectations

Recap of Action Items:

- **Action Item:** Ernie (CNA coordinator) will get the summary notes and agendas posted, and will get the links to the case study interviews established.
- **Action Item:** Steve and Ernie will propose the data fields for the State profiles and a method to collect the data.
- **Action Item:** Leticia will send out the NBCP NAR Status through the google group.
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