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Governor



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MS
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DEPARTMENT OF HUMAN SERVICES



Andrea Rivers
Administrator

Ihsan Azzam,
Ph.D., M.D.,
Chief Medical
Officer

HEALTH CARE WORKFORCE WORKING GROUP MINUTES

JANUARY 15, 2026

1:00 PM

The Health Care Workforce Working Group held a public meeting on January 15, 2026, beginning at 1:00 PM. The meeting was conducted in a hybrid format and held in compliance with Nevada Open Meeting Law.

Meeting Location

Physical Location:
10375 Professional Circle
Third Floor – Walker Room
Reno, NV 89521

Virtual Option

Microsoft Teams

WORKING GROUP MEMBERS PRESENT

Chair John Packham, Associate Dean, University of Nevada, Reno School of Medicine
Edward Cousineau, Executive Director, Nevada State Board of Medical Examiners
Tyree Davis, Chief Medical Officer for Ancillary Services, Nevada Health Center
Mitch DeValliere, Agency Manager, Division of Public and Behavioral Health
Frank DiMaggio, Executive Director, Nevada State Board of Osteopathic Medicine
Cathy Dinauer, Executive Director, Nevada State Board of Nursing
Victoria "Vikki" Erickson, Executive Director of the State of Nevada Board of Examiners for Social Workers
Adam Higginbotham, Executive Director, Nevada State Dental Board
Joelle McNutt, Executive Director, State of Nevada Board of Examiners for Marriage and Family Therapists & Clinical Professional Counselors
Steve Messinger, Policy Director, Nevada Primary Care Association
Sarah Restori, Administrative Director, Nevada Board of Psychological Examiners
David Wuest, the Executive Secretary of the Nevada State Board of Pharmacy

WORKING GROUP MEMBERS NOT PRESENT

Krisann Alvarez, Licensed Psychologist, Division of Child and Family Services

Jose Melendrez, Executive Director, University of Nevada, Las Vegas, School of Public Health

OTHERS PRESENT

Esther Badiata

Cindy Beard, State Epidemiologist, Division of Public and Behavioral Health

Tarryn Emmerich-Choi, Health Resource Analyst III, Nevada Health Authority

Micki Golden, Accreditation Analyst, Division of Public and Behavioral Health

Sarah Y Hartzell, University of Nevada, Reno School of Medicine

Aileen Y Lovitt, University of Nevada, Reno School of Medicine

Nicole K Mwalili, University of Nevada, Reno School of Medicine

Malinda Southard, Deputy Director, Nevada Health Authority

CALL TO ORDER

Chair John Packham called the meeting to order at approximately 1:01 PM. Roll call was conducted by Dr. Mitch DeValliere, and a quorum of the Health Care Workforce Working Group was confirmed in accordance with Nevada Revised Statute requirements. Dr. DeValliere noted for the record that the meeting was being recorded to facilitate transcription and preparation of minutes.

PUBLIC COMMENT

Chair Packham read the public comment instructions aloud, including information on how members of the public could participate by phone, online, or in writing. He noted that public comment would be limited to five minutes per speaker and that no action could be taken on items raised during public comment unless they were listed on the agenda.

Chair Packham asked whether any members of the public wished to provide comment. No public comment was received during this agenda item.

APPROVAL OF PREVIOUS MEETING MINUTES

Chair Packham asked the Working Group to consider the meeting minutes from the November 13, 2025, HCWWG meeting. He acknowledged the preparation of the minutes and asked whether there were any edits or corrections.

Hearing none, a motion was made by Vikki Erickson to approve the November 13, 2025, meeting minutes. The motion was seconded by Sarah Restori. The motion carried unanimously, and the minutes were approved as presented.

INFORMATIONAL: REDCAP AS A HEALTH WORKFORCE DATA COLLECTION TOOL

Dr. Mitch DeValliere introduced Cindy Beard, State Epidemiologist, and Kagan Griffin, Operations Manager with the Office of State Epidemiology, to provide an informational presentation on REDCap (Research Electronic Data Capture) as a potential tool for health workforce data collection.

Ms. Griffin provided an overview of REDCap, describing it as a secure, web-based platform used widely within DPBH and other public health settings for data collection and management. She explained that REDCap allows for customizable surveys, branching logic, automated reminders, and secure data storage without requiring software installation by respondents. She noted that REDCap has been used by DPBH for a variety of projects, including epidemiological investigations and health program data collection.

Ms. Beard then demonstrated a sample REDCap project developed specifically for healthcare workforce data collection purposes. She walked the group through the project dashboard, survey design features, and respondent-facing interface. Ms. Beard demonstrated how data could be entered, saved, and later analyzed either within REDCap or exported for use in other analytical tools. She also highlighted features such as automated alerts and email reminders to improve response rates.

During discussion, Dr. DeValliere asked whether there were limits on the number of surveys that could be distributed at one time. Ms. Beard responded that she was not aware of any formal limits and that large distributions had been conducted previously, though processing time could vary. She offered to confirm specifics with the DPBH REDCap administrator.

Dr. Tyree Davis asked how collected data would ultimately be shared, including whether dashboards or visual summaries would be developed. Ms. Griffin deferred to Dr. DeValliere, who indicated that data visualization and reporting would be considered as part of broader implementation planning.

David Wuest commented on his prior experience using REDCap during the COVID-19 pandemic, noting that the system was robust and effective, with the primary challenge being response rates rather than technical capacity.

Chair Packham thanked Ms. Beard and Ms. Griffin for their presentation and invited them to share their contact information with the group for follow-up questions.

INFORMATIONAL: SCOPE OF WORK PROPOSAL FOR HEALTH WORKFORCE DATA IMPLEMENTATION

Chair Packham introduced a proposed scope of work developed by Veritas Health Solutions (Bowen Center for Health Workforce Research), following a presentation made to the Working Group at the November 13, 2025, meeting. He explained that the proposal outlined a 12-month project designed to support development and implementation of a statewide health workforce data collection framework.

Chair Packham summarized key elements of the proposal, including:

- A 12-month implementation timeline
- A proposed budget of \$85,400 for the full scope of work
- Initial kickoff meetings and one-on-one interviews with individual licensing boards and key state stakeholders
- Development of a cross-profession minimum data set, including common and profession-specific survey elements
- Technical assistance and system support for individual boards and their vendors
- A fast-track implementation phase toward the end of the project period

Dr. DeValliere explained that the project represented an unfunded mandate under existing statute and that DPBH was exploring funding options, including potential inclusion in CDC budget submissions. He noted that use of REDCap as the data collection platform could reduce implementation costs.

Chair Packham and Dr. DeValliere discussed anticipated timelines for funding decisions, noting that budget determinations were expected by February 2026. Chair Packham emphasized that the proposed timeline was reasonable and that the consulting team brought significant national expertise from work conducted in other states.

FOR POSSIBLE ACTION: DISCUSSION REGARDING ESTABLISHMENT OF A HEALTH CARE PROVIDER DATABASE (NRS 439A.116)

Chair Packham opened discussion regarding establishment of a health care provider database pursuant to NRS 439A.116. He noted that recent presentations were intended to inform the group and that no immediate action was required at this time.

Chair Packham invited comments from members. No additional comments or discussion were offered.

FOR POSSIBLE ACTION: ESTABLISHMENT OF MEETING SCHEDULE AND FUTURE AGENDA ITEMS

Chair Packham led discussion on maintaining an appropriate meeting cadence, noting that future meeting timing could be influenced by funding and contracting timelines related to the proposed scope of work.

Dr. DeValliere outlined anticipated procurement timelines, explaining that execution of a purchase order or contract could take four to six weeks. He emphasized the importance of Working Group engagement to support the consultation process if the project moved forward.

At Dr. DeValliere's recommendation, Chair Packham called for action to tentatively calendar two future meetings.

Motion: Dr. Tyree Davis moved to tentatively schedule the HCWWG meetings for March 19, 2026, at 1:00 PM and April 16, 2026, at 1:00 PM.

Second: Steve Messinger

Vote: The motion passed unanimously.

Chair Packham also noted that the Interim Health and Human Services Committee was expected to meet in late March with a focus on health workforce issues. He suggested that the Health Care Workforce Working Group progress updates could potentially be shared with that body. Additional future agenda items discussed included coordination with the Nevada Health Authority.

PUBLIC COMMENT

Chair Packham opened a second public comment period. No public comment was received.

ADJOURNMENT

Chair Packham asked for a motion to adjourn.

Motion: Frank DiMaggio

Second: David Wuest

The meeting was adjourned at approximately 1:44 PM.