GREATER GREEN BAY HEALTH CARE ALLIANCE

Clinical Meeting Minutes

October 23, 2026 | 8:30-8:41 a.m. | Microsoft Teams

Attendance

Name	Organization
Kristin Cherney	Bellin College
Morgan Cowie	Bellin College
Stacey Felton	Northeast Wisconsin Technical College
Sherri Hanrahan	Bellin College
Sarah Hutchinson	NEW Healthcare Alliance
Carrie Karcz	Emplify Health
Jamie Knight	Northeast Wisconsin Technical College
Yasmine LaCroix	Northeast Wisconsin Technical College
Aly Mueller	Hospital Sisters Health System (HSHS)
Cheryl Rentmeester	Northeast Wisconsin Technical College
Philip Taylor	Northeast Wisconsin Technical College
Danielle Van Camp	Bellin College
Kelly Verhasselt	Emplify Health

1. Welcome and Opening Remarks

- Meeting opened by Sherri Hanrahan.
- Brief discussion occurred regarding duplicate meeting invitations and meeting access settings. Participants noted that some attendees were required to wait in the lobby before joining. Stacey Felton agreed to review meeting settings for future meetings.

2. Website and Domain Funding

- The alliance website domain registration costs approximately **$19**, and the **WordPress subscription costs $180 for two years**.
- Historical funding rotation:
  - NWTC: 2022-2024
  - Bellin College: 2024-2026
  - UW-Green Bay: 2026-2028
- The next payment cycle will cover **2028-2030** and will be due around **March 28, 2028**.
- Confirm with Brian Krogh whether NWTC will participate in the next funding cycle or if other organizations are interested in sharing future website costs.

3. November and December Meetings

- The regularly scheduled meetings would fall on:
  - November 27
  - December 25
- Historically, the alliance has canceled these meetings due to holiday schedules and the lighter workload at the end of the academic year.
- **November and December Clinical Meetings will be canceled.**
- Members supported holding an informal year-end celebration instead of regular meetings.
- Proposed details:
  - **Date:** December 4, 2026
  - **Time:** 11:30 a.m. - 1:30 p.m.
  - **Location:** Hinterland Brewery

- Stacey Felton will send a calendar invitation for the luncheon and use meeting responses (Accept/Decline) to collect RSVPs.
- Reservations should be finalized approximately two weeks in advance.
- Stacey Felton will coordinate restaurant reservations based on responses received.

4. Clinical Site Update - Pyxis Access

- Kelly Verhasselt shared that a recently identified policy change impacts student access to the Pyxis medication dispensing system.
- Students may now be required to complete:
    - Additional on-site education/training
    - Required documentation/forms before receiving access
- Details regarding the training process, required forms, and responsible trainers are still being clarified.
- Student access to medications is expected to continue, but compliance with the new requirements will be necessary.
- Kelly will continue working with organizational contacts to obtain complete guidance and communicate updates once available.
- Clinical faculty should be aware that additional training requirements may be forthcoming for students.

5. Future Meetings

- The next regular Clinical Meeting will be held on **January 22, 2027** (fourth Friday of the month).
- Members were asked to delete older recurring meeting invitations previously sent by other coordinators and use only the updated invitations distributed by Stacey Felton.

Adjournment

The meeting adjourned at approximately **8:41 a.m.** Participants were thanked for their ongoing collaboration and encouraged to attend the December luncheon.

Summary of Action Items

1. Confirm future website funding rotation with Brian Krogh.
2. Send December 4 luncheon invitation and track RSVPs (Stacey Felton).
3. Finalize Hinterland Brewery reservation approximately two weeks prior to the event.
4. Obtain clarification regarding new Pyxis student-access requirements and communicate updates (Kelly Verhasselt).
5. Distribute updated meeting invitations for January and future meetings (Stacey Felton).