ONCOLOGY NURSING SOCIETY
BOARD OF DIRECTORS
Conference Call
APPROVED MINUTES

Date: Tuesday, February 23, 2016
Time: 6:00 p.m. to 8:00 PM EST

Attendees: President, Margaret Barton-Burke; President-Elect, Susan Schneider; Secretary, Marlon Garzo Saria; Treasurer, Kay Harse; Directors-at-Large, Donald Bailey, Anne Ireland, Susie Newton, Joni Watson Colleen O’Leary, Jean Rosiak; Chief Executive Officer, Brenda Nevidjon

Absent: none

Guests: Jeff De Walt, Chief Financial Officer; Stefan Terwindt, Senior Advisory, International Affairs; Michele McCorkle, ONS Executive Director; Aaron Borchert, Director of Integrated Marketing and Communications

Recorder(s): Marlon Garzo Saria, Secretary and Jennifer DiVito, Senior Executive Assistant

I. Call to Order
M. Barton-Burke called the meeting to order at 6:02 PM EST

II. Welcome and Catch Up
M. Barton-Burke welcomed the Board members and guests to the conference call.

III. Assignment of To-Do List and Timekeeper
J. Watson has been assigned to capture the to-do list and D. Bailey will be the timekeeper.
IV. Approval of Agenda including consent agenda and timeframes

A. Ireland moved to approve the agenda including the consent agenda and the revised timeframes as submitted. The motion was adopted.

V. Conflict of Interest

None noted

VI. E-mail Vote – The January Board meeting minutes will be approved via email vote closer to the March meeting.

CONSENT AGENDA

VII. Reports

1. Update on the Rehabilitation position statement – M. Galioto
2. January meeting evaluation – M. Saria / J. DiVito

ACTION AGENDA

VIII. Financial Items

1. 2015 End of Year figures
   The net operating profit for 2015 is $3,168,000 with a net profit of $1,967,000. The net operating expenses were $27.5 million versus $23.6 million in 2014. Operating expenses were $24.4 million versus $22.7 million in 2014. Overall, ONS is a financially healthy organization.
   ONS Building Update: A contract has been signed with a tenant that will lease half of the third floor space. The existing tenant on the second floor has been bought out by another entity, who has agreed to honor the rent payments due to ONS. ONS will work with its building manager to try and find another tenant for the second floor, and the new company will also try to do a sublease. Renovation is nearing completion, currently $16,000 under budget and on-time.
2. Chemotherapy/Biotherapy Certificate program
The number of registrants for the chemotherapy/biotherapy certificate course increased by 8.5% to 32,031. Revenue for the program increased by 27%. At the end of 2015, the unredeemed vouchers (institutional program sales) associated with the chemo certificate program equaled $1,054,536. The NCI chemo program was discussed. Additional information will be gathered during the April NCI Cancer Nurse Executives meeting.

IX. ONS Call to Action for United Nations’ General Assembly
As member of the ESMO Global Cancer Task Force, ONS has been asked to endorse and submit a written Call to Action (CTA) for a special session with recommendations for an Action Plan on Controlled Substances for Legitimate Medical and Scientific Use. C. Bailey moved to accept the documents and move forward with signing the call to action. The motion was adopted. S. Terwindt will provide notification.

X. Moonshot
B. Nevidjon and S. Schneider participated in a roundtable discussion held at Duke University with the Vice President on moonshot initiative. Nurse researchers Kathy Mooney and Christine Miaskowski have been recommended to be part of future roundtable discussions which will be held at the Huntsman Cancer Institute and Helen Diller Family Comprehensive Care Center at UCSF. The taskforce that will be providing recommendations to the Vice President will consist of federal agencies. From that taskforce, the National Cancer Advisory Board will appoint to a blue ribbon panel which will report to the taskforce. Deb Mayer is a likely nominee for the blue ribbon panel. The ONS Leadership will be meeting with the Vice President’s staff for additional discussion in the upcoming days.

A call has been scheduled for March 9th at 7pm EST with the nurse scientists to provide an update on the ONS efforts on the moonshot initiative.

A communication plan is currently being developed by the staff for the membership and external partners along with talking points to be used to communicate ONS’s efforts.
XI. **Nurses on Board Coalition update**
B. Nevidjon provided an update on the Nurses on Boards Coalition membership. There is a formal application which has been completed and submitted. Their Board of Directors has a formal meeting in March in which applications will be reviewed and approved and/or denied. If approved, L. Benson accepted the invitation to be the ONS representative for the coalition.

XII. **CEOs Update**
B. Nevidjon provided an update on the 2016 Staff Workshop.

XIII. **Final Thoughts**
1. ONS Election results finalized

2. Rough draft of revised ONS Bylaws available for review at the March Board meeting.

3. ONS Board to come prepared with potential candidates for the Board appointed Nominating Committee position during the March Board meeting.

4. ONCC will add a public member to their Board to replace the ONS Board liaison position.

XIV. **Adjournment**
The meeting was adjourned by President, M. Barton Burke at 7:38 pm EST.