

**ONCOLOGY NURSING SOCIETY
BOARD OF DIRECTORS
APPROVED MINUTES**

Date: Tuesday, May 24, 2016

Place: Conference Call

Time: 6:00 p.m. to 8:00 PM EDT

Attendees: President, Susan Schneider; Secretary, Barbara Holmes Gobel; Treasurer, Kay Harse; Directors-at-Large, Donald Bailey, Diane Barber, Eva Gallagher, Joni Watson, Colleen O'Leary, Jean Rosiak; Chief Executive Officer, Brenda Nevidjon; ONS Executive Director, Michele McCorkle

Absent: none

Recorder(s): Barbara Holmes Gobel, Secretary; and Jennifer DiVito, Senior Executive Assistant

I. Call to Order

S. Schneider called the meeting to order at 6:04 PM EDT

II. Welcome and Catch Up

S. Schneider welcomed the Board members to the May conference call.

III. Need for an executive session

There was no request for an executive session of the Board.

IV. Assignment of To-Do List and Timekeeper

J. Rosiak has been assigned to capture the to-do list and E. Gallagher will be the timekeeper.

V. Approval of Agenda including consent agenda and timeframes

J. Watson moved to approve the agenda including the consent agenda and timeframes as submitted. The motion was adopted.

VI. Conflict of Interest

None noted

VII. E-mail Vote – not approved

Addendum: The May 1, 2016 meeting minutes were approved on 5/25/16

CONSENT AGENDA

VIII. Reports

1. Governance Policy revisions – S. Schneider

ACTION AGENDA

VIX. Safe Handling Registry Proposal

Safe handling of hazardous drugs is a key issue of importance for ONS and its members. A concept proposal from Dr. McDiarmid regarding the creation of a safe handling registry within the University of Maryland Hazardous Drug Safety Center was submitted to ONS. J. Watson moved to approve ONS participation in continued discussions with Dr. Melissa McDiarmid on the safe handling registry to be comprised within the University of Maryland Hazardous Drug Safety Center. The motion was adopted. An ONS Board representative will be assigned to participate in further discussions with ONS staff, Marty Polovich and Dr. Melissa McDiarmid.

XV. Cancer Rehabilitation Joint Position Statement

The ONS Board held discussion on working with Association of Rehabilitation Nurses (ARN) to develop a joint cancer rehabilitation statement and to confirm the definition of survivorship that ONS subscribes to. C. O’Leary moved to approve developing a joint cancer rehabilitation position statement with the Association of Rehabilitation Nurses and that ONS defines the cancer survivor from the point of diagnosis through the remainder of one’s life. The motion was adopted. M. McCorkle will communicate the Board’s decision with ARN as well as with PJ Haylock.

XVI. Position Statement on the “Education of the Nurse who Administers and Cares for the Patient Receiving Chemotherapy and Biotherapy”

C. O’Leary moved to approve the revised position statement titled “Education of the Nurse Who Administers and Cares for the Patient receiving Chemotherapy and Biotherapy.” The motion was adopted.

XVII. Discussion on AYA Professional Development Education Concept Paper

ONS and APHON were approached by Teen Cancer America (TCA), in collaboration with Anne Katz, to collaborate in the development of a specialized training program for nurses caring for the adolescent and young adult cancer population. The ONS Board discussed where this falls within our strategic priorities. ONS will get in contact with TCA to obtain further clarification on what the expectations for the project consist of.

XVIII. Directors and Officers Insurance

K. Burns provided an overview of the Directors and Officers (commonly referred to as D&O) insurance policy. D&O insurance protects Board members and others against allegations of wrongdoing which may occur during the course of your role in the governance of ONS. In the case of a lawsuit, Board members also have protections under other policies such as general liability and errors & omissions.

XIX. ONS Board Goals

The ONS Board reviewed the status of their goals for 2016. Moving into 2017, the Board will keep the following goals:

- Increase the knowledge among ONS membership regarding ONS Board decisions
- Various leadership development offerings for Board members
- Continued meeting with the Leadership Development Committee

The board will flush out tactics and also determine if other goals should be included in 2017. Board members were asked to provide feedback to S. Schneider on new goals and proposed tactics, which will be collated and reviewed during the next Board meeting.

XX. Review of NCPF and RCOP meeting dates

S. Schneider requested that Board members interested in attending the November 14 and 15 2016 National Cancer Policy Forum meeting as well as the meeting yet to be scheduled in 2017 notify her via email.

There are two Regional Chapter Officer meeting dates open that Board members may volunteer to attend, September (Michigan) and December (Orlando). Interested Board members were asked to contact the President.

XXI. CEO Report

B. Nevidjon gave an update on the first quarter headquarter activities:

- Third floor tenant (HubSpot) has moved into the building
- Chief Clinical Officer position finalized and posted
- VP Biden's office is requesting names of our nursing members with experience in practice and care delivery located in the greater DC area

- Evaluation for Congress is closing soon, B. Nevidjon will report back to ONS Board once results are available
- Leadership Weekend planning is underway
- M. McCorkle attended the IOM Dying in America meeting in Washington, DC
- B. Nevidjon will attend the IOM/NAM Roundtable on Quality Care for People with Serious Illness in July

XXII. Assignments

The following are the “to do” list:

1. Feedback to Teen Cancer America
2. Feedback on Board goals to S. Schneider by 6/7
3. Email S. Schneider if interested in attending NCPF or RCOP meetings
4. Follow up on May meeting minutes
5. Board members interested in volunteering on the safe handling project email S. Schneider

XXIII. Adjournment

The meeting was adjourned by President, S. Schneider at 7:46 pm EST.

Respectfully submitted,

Barbara Holmes Gobel, MS, RN, AOCN
Secretary, Oncology Nursing Society