

**ONCOLOGY NURSING SOCIETY  
BOARD OF DIRECTORS  
Conference Call  
UNAPPROVED MINUTES**

Date: Tuesday, September 27, 2016

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

Absent: none

Guests: Michele McCorkle, ONS Executive Director;

Recorder(s): Jennifer DiVito, Senior Executive Assistant

**I. Call to Order**

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

**II. Welcome and Catch Up**

S. Schneider 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 K. Harse will be the timekeeper.

**IV. Approval of Agenda including consent agenda and timeframes**

C. O’Leary moved to approve the agenda including the consent agenda and timeframes as submitted. The motion was adopted.

**V. Conflict of Interest**

None noted

**VI. E-mail Vote** – The July meeting minutes were approved via email vote on September 21, 2016.

**CONSENT AGENDA**

**VII. Reports**

1. ACS CAN Roundtable – B. Gobel
2. Leadership Development Committee Policy – B. Theil
3. RCOP Lansing, MI – E. Gallagher
4. Leadership Development Committee slate – S. Schneider

**ACTION AGENDA**

**VIII. ASCO Safe Handling Standards request**

In 2015, ONS convened a group of stakeholders to address concerns of hazardous drugs in practice and to address the proposed USP chapter <800>, providing input to its development. Following the stakeholder meeting, representatives from ASCO approached ONS with a draft safe handling document, asking for a review of the document and inquired whether ONS would be interested in collaborating on the development of standards related to safe handling.

ASCO is currently asking if ONS would like to endorse the revised document, partner with ASCO on the document, or collaborate in writing standards related to safe handling. Due to several concerns, ONS will update HOPA on the background of this request and perhaps collaborate to write a joint letter to ASCO outlining those concerns. J. Watson moved to have B. Nevidjon conduct background work and if applicable send concerns with the safe handling document to ASCO. The motion was adopted. This agenda item will be brought back in October for additional discussion.

**IX. ONCC Termination of AOCNS exam**

ONCC has decided to no longer offer the AOCNS exam at the end of 2017. A notice was sent to the general membership outlining this due to the low number of AOCNS candidates over the past several years. In the future, the Board has requested to be notified of announcements prior to it going to the general membership.

**X. Approval of Health Volunteers Overseas sponsorship**

Health Volunteers Overseas (HVO) is a nonprofit organization that seeks to improve global health through education of the local health workforce in resource-scarce countries. HVO is organized by disease areas and there is a special section for oncology. The goal of HVO-Oncology is to:

1. Improve patient management
2. Develop systems for sharing knowledge
3. Translate research into practice
4. Collaborate to promote training excellence

Sponsorship requirements for HVO Oncology would include the following:

1. Investment of 5,000 per year
2. Designate (1) staff to serve as the main communication contact from ONS to HVO
3. Share the HVO mission and volunteer opportunities with ONS membership
4. Promote volunteer opportunities and stories from returned volunteers in ONS publications
5. Feature HVO on ONS website and appropriate electronic communications
6. Provide complimentary exhibit space at Congress

D. Bailey moved to have ONS serve as a sponsor of HVO Oncology for one year. The motion was adopted. This sponsorship will be reviewed on an annual basis for the return on investment.

**XI. National Cancer Policy Forum representative**

The current ONS representative to the National Cancer Policy Forum will step down in November 2016. After discussion, the Board decided that it should be an ONS staff member to ensure continuity. J. Rosiak moved that B. Nevidjon appoint a staff member to represent ONS at the National Cancer Policy Forum. The motion was adopted.

**XII. President's update**

S. Schneider provided an update from the following meetings:

1. Hill Day – close to 100 nurses participated in educational sessions, which included a session by Dr. Wakefield from CMS. A meeting with Vice President Biden was also arranged to discuss the Moonshot initiative. Visits with their local elected leaders were also scheduled.
2. ISNCC – held in Hong Kong with 400 attendees participating. S. Schneider led a preconference workshop on survivorship.
3. Budget meeting – S. Schneider, E. Gallagher and K. Harse were in Pittsburgh in September to review the preliminary 2017 budget. The budget will be voted on during the October Board meeting.
4. CANO – C. O'Leary will attend CANO on behalf of ONS.
5. UICC – D. Bailey will attend UICC in early November on behalf of ONS.

During the October Board meeting, J. Watson and B. Gobel will lead a discussion on board evaluation and assessment. A board/staff activity will be conducted in October, which will allow for staff to ask the Board questions on topics of interest.

**XIII. CEO Update**

B. Nevidjon provided updates on the following:

L. Kennedy Sheldon, Chief Clinical Officer will start with ONS on October 3<sup>rd</sup>. She will continue as the CJON editor to complete her two-year term. ONS will begin the search for a new editor in the fall of 2017.

The regional meeting was successful with over 170 registrants. Two regional meetings have been budgeted for in 2017.

**XIV. Final Thoughts**

In the next two weeks, S. Schneider will send out the pre-reading materials for the October assessment discussion. B. Nevidjon will notify the National Cancer Policy Forum of the new representative as well as work on a letter to ASCO in relation to the safety standards.

**XV. Adjournment**

The meeting was adjourned by President, S. Schneider at 7:38 pm EST.