

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

Date: Wednesday, July 18, 2018

Place: Omni William Penn, Pittsburgh

Time: 4:00 p.m. to 5:30 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Heather Mackey, Julie Painter, Susan Bruce, Diane Barber, Maggie Smith; Anne Ireland; Chief Executive Officer, Brenda Nevidjon

Absent: None

Guests: None

Recorder(s): Barbara Holmes Gobel, Secretary

I. Call to Order

L. Fennimore called the meeting to order at 4:01 pm EST

II. Welcome and Updates

L. Fennimore welcomed the ONS Board of Directors to the July Board meeting.

III. Assignment of To-Do List and Timekeeper

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

IV. Approval of Agenda including consent agenda and timeframes

S. Bruce moved to approve the agenda including consent agenda as submitted. The motion was adopted.

V. Need for an Executive Session

An executive session has been scheduled for Friday, July 20, 2018.

VI. Conflict of Interest

B. Gobel has a disclosed a conflict with an agenda item on the ONCC/ONS Board joint meeting. E. Gallagher and M. Smith disclosed a conflict with the discussion regarding the 340 B discussion.

VII. E-mail Vote

The June conference call minutes for the ONS BOD were approved via email vote.

CONSENT AGENDA

VIII. Reports

1. 2018 Chapter Milestones – B. Taylor
2. Congress evaluation – J. Krause
3. Regional Chapter Officer Program meeting – E. Gallagher
4. NABPC – E. Fisher-Carlidge
5. ONS Board Exit Interviews – Leadership Development Committee
6. ONS Foundation monitoring plan – ONS Foundation
7. AAN Policy Brief – AAN
8. AAN 2018 Fellows Announcement – AAN

ACTION AGENDA

IX. Presidents Report

L. Fennimore provided an update on the activities of the ONS Presidents during the 3rd quarter of 2018.

X. Preparation for the ONS Foundation joint meeting

The ONS Board discussed the recommendations made from the Maryland Non-Profit assessment of the ONS Foundation and the strategy and expectations for the ONS Foundation moving forward.

XII. Adjournment

L. Fennimore adjourned the meeting at 5:15 pm.

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

Date: Thursday, July 19, 2018

Place: Omni William Penn, Pittsburgh

Time: 8:00 a.m. to 5:00 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Diane Barber, Anne Ireland, Susan Bruce, Julie Painter, Maggie Smith; Heather Mackey, Chief Executive Officer, Brenda Nevidjon

Absent: None

Guests: Chief Financial Officer, J. DeWalt; Bilkey Katz representative, D. Duda; Chief Experience Officer, L. Brown; Chief Clinical Officer, L. Kennedy Sheldon, Chief Strategy Officer, M. McCorkle; Chief Administrative Officer, K. Burns; Director of Business Development, M. Miller; Assistant Chief Clinical Officer, M. Galioto; Senior Manager of Evidence Based Practice, P. Ginex (via phone)

Recorder(s): Barbara Holmes Gobel

I. Call to Order

L. Fennimore called the meeting to order at 9:05 AM EST

II. Assignment of To-Do List and Timekeeper

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

III. Investment Items

1. Investment overview

The Board approved moving funds from Neuberger Berman to the Parnassus funds in February. To open the Parnassus account, as a corporation account, the applicant is required to include one or two authorized signers on the application. The applicant is also required to submit certified organizational documents such as a corporate resolution naming the individuals with the application. E. Gallagher moved to approve Jeffrey DeWalt and Kristine Burns as authorized signers on the Parnassus Funds account. The motion was adopted.

IV. Financial Items

1. Treasurers report

As of June 30, 2018 ONS, has a net operating profit of \$3,356,000 and a net profit of \$2,918,562. ONS remains a financially stable organization.

2. Member Dues

Based on the calculation used to determine member dues annually, the recommendation is to forego the \$2 increase and keep member dues the same as the 2018 levels. H. Mackey moved to approve the recommendation to keep all membership dues categories at the 2018 levels. The motion was adopted.

3. Discussion on the use of investments

ONS has a significant dollar level of marketable investments. The value of the investments has increased by market forces as well as additional contributions made by the organization as we have earned profits over the years. Currently ONS has more money in investments than it reasonably needs to sustain operations if a dramatic event or events occurred to reduce our revenue streams. The Board, under its fiduciary responsibility, discussed how to reinvest the marketable investments into the ideas to eventually provide additional long-term gain and enhance the organization and its member value.

4. Board expectation for 2019 operating margin

The ONS board approved an \$800,000 operating margin for 2019.

V. National Conference registration fees

While Congress has evolved significantly over the past few years, the registration fee has stayed relatively flat. Based on analysis, a recommended 10% increase to 2019 Congress registration fees (member and nonmember) to cover growing expenses and account for inflation was presented. This will keep us in line with the current market which is still 9% below the average price for comparable conferences. An added benefit to attendees is the addition of Congress sessions in 2019, which are open to all attendees on Wednesday. Adding this Wednesday programming will give attendees access to an additional 4 contact hours, thus reducing the cost/contact hour. B. Gobel moved to approve an increase in Congress registration fees to \$545/\$665 for members and \$835/\$990 for non-members. The motion was adopted. Talking points will be developed to address questions related to the increase in registration fees for 2019.

VI. Preparation for joint meetings

The ONS Board discussed the agenda and agenda topics for the joint meetings with the Leadership Development Committee and the ONS Foundation Board of Trustees.

VII. International Strategic Initiatives

The ONS Board discussed where ONS is positioned within the global environment. A review of progress and milestones over the last two and a half years was reviewed. Consensus is that there is interest in continuing ONS-I. B. Gobel moved that global affairs become part of the ONS core business model. The motion was adopted.

VIII. Update on the ONS position of End of Life/Assisted Suicide

The ONS Board endorsed the HPNA position statement, “The Role of the Nurse When Hastened Death is Requested” in 2011. The position was reviewed in subsequent years and was deemed to still reflect the Board’s position. Discussion was held to confirm if this endorsed position still reflects the Board’s position or if a new position statement should be considered.

The consensus of the Board is to remove the current position on “The Role of the Nurse when Hastened Death is Requested” and to add a statement to the ONS website that the position is currently being

revised. ONS will monitor what the Hospice and Palliative Nurses Association or American Nurses Association release on this topic to see if this would remain a position that ONS would endorse.

IX. ONS Quality Initiatives

L. Kennedy Sheldon provided the ONS Board with an overview of quality initiatives, which include PEP and the Qualified Clinical Data Registry (QCDR).

X. Strategic Plan

1. Discussion and variance approval of a strategic market research opportunity

ONS is at a critical junction in recognizing intellectual property (IP) of value for product development related to ONS evidence-based practice resources (e.g., symptom management resources). Senior ONS staff engaged in discussions with representatives from Ernst & Young (EY) regarding assessing the value of the ONS IP. Phase 1 of the assessment includes conducting market research to determine market need, demand, and ability to monetize what we have. It will cost \$300,000 for EY to conduct Phase 1 (market research) and funds for this work are not budgeted. EY is prepared to begin working on this project for ONS as soon as possible and could have a final report to ONS in September 2018. A. Ireland moved to approve the use of 300,000 in unbudgeted funds to conduct Phase 1 of the Ernst and Young proposal. The motion was adopted.

2. Review of draft 2019-2021 ONS Strategic Plan

The ONS Board of Directors reviewed the preliminary 2019-2021 ONS Strategic Plan and requested edits be made. The draft strategic plan will be brought back on a future conference call.

3. Update on progress of the 2018 ONS Strategic Plan

M. McCorkle presented the progress made during Q1-2 for each milestone within the plan.

XI. Adjourn

L. Fennimore adjourned the meeting at 4:30 p.m. EST

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

Date: Friday, July 20, 2018

Place: Omni William Penn, Pittsburgh

Time: 8:30 a.m. to 5:30 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Diane Barber, Susan Bruce, Anne Ireland, Maggie Smith, Julie Painter, Heather Mackey; Chief Executive Officer, Brenda Nevidjon; Chief Strategic Officer, Michelle McCorkle

Guests: ONS Foundation Board of Trustees, Leadership Development Committee, ONCC Board of Directors; Executive Director ONS Foundation, L. Worrall; Executive Director ONCC, C. Miller Murphy; Learning and Development Manager, Diane Scheuring, Executive Assistant, Bonny Revo, Director of Development, Sloane Astorino, Director of Policy Affairs, Alec Stone, Director of Government Affairs, Dede Sweeney (via phone)

Absent:

Recorder(s): Barbara Holmes Gobel, Secretary

I. Call to Order

L. Fennimore called the meeting to order at 8:29 am EST.

II. Partnership and Collaboration Agreements

Annually, the ONS Board reviews the formal partnerships and liaisons. H. Mackey moved to approve the strategic alliance and memberships as presented for 2019. The motion was adopted. M. Smith moved to increase the funding to the Nursing Community to \$2500 annually. The motion was

adopted. An update on the Nursing Community will be provided in October. E. Gallagher moved to increase the funding to Patients Quality of Life Coalition to \$2500 annually. The motion was adopted. A. Ireland moved to budget for C-Tac membership in 2019 but reevaluate continuation in based on the remainder of the 2018 C-Tac activities. The motion was adopted. M. McCorkle will speak with S. Welsh.

III. Joint meeting with the ONS Foundation

Art and Science of Cancer Care – two initiatives are being planned, developed and implemented over the next few years by the ONS Foundation. Art of Cancer Care focus is on the self-care of the oncology nurse. Care giver burden and mindfulness in their lives. Next steps include identifying the self-care needs of oncology nurses and tools that will assist the nurse in their personal wellbeing. As well as the development and implementation of a fundraising plan to support the identified self-care tools. Science of Cancer Care focus is on generating the evidence through nursing research to optimize cancer care. Next steps include identifying key research topics and the development and implementation a fundraising plan on key research topics. The ONS Board of Directors and ONS Foundation Board of Trustees discussed the recommendations from the ONS Foundation assessment conducted by Maryland Non-Profits. To support the ONS Foundation, the ONS Board has requested the development of talking points to unify the voice, and the creation of pamphlets or brochures that speak to the story of the ONS Foundation mission. Over the next three years, the ONS Board would like to see a goal of 1.5 million dollars achieved and the creation of a resource that can be used when potential donors are identified.

IV. Joint meeting with the Leadership Development Committee

A. Leak-Bryant, chair of the LDC, shared key highlights from the work of the Leadership Development Committee (LDC). The LDC has begun work to develop a leadership pathway for ONS members interested in serving in leadership roles at various stages in their career. A discussion was held on how to best prepare a potential candidate that may not be quite ready to serve. Use of technology was discussed to conduct leadership assessments and the leadership competencies are relevant in the current market. The Leadership Development Committee also finalized the goals for

2019 during their morning meeting. August 6, 2018 is the deadline for interested applicants to submit a letter of intent to the LDC for the 2019 ONS Board election.

V. 340 B Discussion

As a follow up to the 340B discussion during the June Board conference call, staff presented downstream impacts to proposed comments ONS could make in relation to 340B. The ONS Board considered the information provided by the ONS Advocacy team and has chosen to make no comment in relation to 340B at this time. E. Gallagher and M. Smith recused themselves from the discussion.

VI. Executive Session

The ONS Board of Directors held an executive session on Friday, July 20th at 3:00 p.m.

VII. Joint meeting with the ONCC Board of Directors

The ONCC Board will be making decisions at this meeting regarding the renewal requirements for AOCNS certified nurses in the future. The current assessment for ILNA will need to be retired and a new one will not be developed. Therefore, other renewal requirements will need to be established. ONCC will be recruiting a new public member for the 2019-2022 term, and a nurse will be elected to fill the advanced certified position on the board. The Board continues to explore both micro-credentialing and digital badging. The contracts with our two testing partners, PSI and Prometric end this year and we are working on extensions of those.

V. Adjournment

L. Fennimore adjourned the meeting at 5:01 pm EST.

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

Date: Saturday, July 21, 2018

Place: Omni William Penn, Pittsburgh

Time: 12:30 p.m. to 2:00 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Diane Barber, Susan Bruce, Anne Ireland, Maggie Smith, Julie Painter, Heather Mackey; Chief Executive Officer, Brenda Nevidjon; Chief Experience Officer, Lori Brown

Guests: Director of Customer Relations, L. Pope

Absent:

Recorder(s): Barbara Holmes Gobel, Secretary

I. Call to Order

L. Fennimore called the meeting to order at 12:29 pm EST.

II. Member Experience

1. Chapter request

H. Mackey moved to approve the Athens Area Chapter's request to disband effective immediately. The motion was adopted.

2. Discussion on Chapter Engagement as part of the ONS experience

Currently, over 3,000+ Chapter members are assigned to a defunct chapter based on zip code. ONS collects Chapter dues from those individuals while they may perceive no additional value to Chapter

membership due to geographic location and/or work schedules. ONS is beginning to see chapters add a virtual component to their meetings to engage outliers assigned to their chapter while others have begun the process of exploring the logistics offering their meetings in a virtual capacity. The ONS Board requested comparable information on how similar organizations structure their Chapters and an outline of how the implementation of Aptify will affect Chapter reporting. This information will be presented at the October ONS Board meeting.

III. Wrap-Up

1. ONS Board sponsored sessions during the 2019 Congress will be held on the topics of leadership (M. Smith will take the lead in conjunction with the LDC) and entrepreneurs (D. Barber will take the lead).
2. L. Brown will be coming to the ONS Board of Directors at a future meeting with a proposal for the Regional Chapter Officer meetings.

IV. Adjourn

L. Fennimore adjourned the meeting at 1:57 p.m. EST.

Respectfully submitted,

Barbara Holmes Gobel, MS, RN, AOCN®, FAAN
Secretary, ONS Board of Directors