ONCOLOGY NURSING SOCIETY
BOARD OF DIRECTORS
CONFERENCE CALL
APPROVED MINUTES

Date: Tuesday, December 10, 2020
Time: 6:00-8:00 EDT

Attendees: President, Laura Fennimore; Secretary, Heather Mackey; Treasurer, Kristin Ferguson; Directors-at-Large, Marty Polovich, Nancy Houlihan, Anne Ireland, Julie Painter, Susan Bruce, Maggie Smith; Chief Executive Officer, Brenda Nevidjon

Absent: none

Guests: Assistant Executive Director, Center for Innovation, Michele Galioto; Chief Strategy Officer, Michele McCorkle; Director of Customer Relations, Lacey Pope

Recorder(s): Heather Mackey

I. Call to Order
L. Fennimore called the meeting to order at 6:03 pm EDT.

II. Assignment of To-Do List and Timekeeper
M. Polovich has been assigned to capture the to-do list, N. Houlihan will capture the parking lot items and S. Bruce will be the timekeeper.

III. Approval of Agenda including consent agenda and timeframes
A. Ireland moved to approve the agenda including the consent agenda and timeframes as amended. The motion was adopted.

V. Conflict of Interest
None noted

VI. Need for an executive session
An executive session has been scheduled after completion of regular business.
VII. **E-mail Vote** – The Fall ONS Board meeting minutes were approved via email vote on Monday, December 9, 2019.

VIII. **Update on ACOS CoC**
The American College of Surgeons (ACoS) Commission on Cancer (CoC) revised the accreditation standards, effective 2020. The Oncology Nursing Society is represented on the CoC Executive Committee and participated in revising the standards via representation on the Accreditation Committee and Clinical Standards Workgroup. ONS staff will pursue additional feedback from ONS members, with emphasis on obtaining feedback from members at Comprehensive Community Cancer Programs, Community Cancer Programs, Integrated Network Cancer Programs, Veterans Affairs Cancer Program, and Hospital Associate Cancer Programs. This topic will be brought back for additional discussion during the January ONS Board conference call.

IX. **Awards**
1. **Team Achievement Award**
   Currently, the eligibility criteria does not prohibit the award going to a chapter if the number of team members falls within the defined range. The Team Achievement Award was meant to be in the spirit of a small, clinical team, therefore revisions to the criteria were necessary. N. Houlihan moved to approve the revision to the eligibility criteria for the Team Achievement Award. The motion was adopted.

2. **Selection and Approval of Award Recipients**
   Currently, the selection and approval for award recipients does not include language should the award end in a tie. The language would read, "Should the scores end in a tie, both proposed recipients will be awarded the prize. In the event of a three-way tie, the nominations will be sent back to the reviewers for a second review." The exception to this process is the Lifetime Achievement Award and Honorary Member Award, which will be reviewed and selected by the ONS Board of Directors. S. Bruce moved to approve the revision to the awards policy as outlined. The motion was adopted.

3. **ONS Honorary member**
   M. Polovich moved to approve the nomination of C. Duronio as an Honorary ONS member. The motion was adopted. In addition, the ONS Honorary member will be renamed President’s Award beginning in 2020.
X. Positions
N. Houlihan moved to sunset the “Impact of Nursing Workforce Issues on Quality Cancer Care” position statement and merge relevant content into the new “Oncology Nursing Specialty” position statement. The motion was adopted.
S. Bruce, on behalf of the Positions subcommittee, moved to endorse the “ANA Principles for Nurse Staffing” document. The motion was adopted. The ONS Board reviewed the new “Oncology Nursing Specialty” position statement. The ONS Board requested that additional edits be made to make the language consistent throughout the document. This position statement will come back on the January conference call for approval.

XI. ONS Board Internal Evaluation
The ONS Board reviewed the feedback from the internal Board evaluation. Overall the evaluation data was positive, however the ONS Board is committed to improving in areas where a slight drop off in rating was detected. Based on the data, the ONS Board will implement an Action Plan to monitor improvement for each category.

XII. Future of Nursing session at Congress
The Board discussed the “Future of Oncology Nursing” board sponsored session to be held during the 2020 Congress. Planning is underway led by A. Ireland and the ONS Staff to develop the session content.

XIII. Potential Leadership Development Committee nominees
The ONS Board reviewed potential LDC nominees for consideration to be appointed to two open positions for a term of three years beginning in May 2020.

XIV. Executive Session
The ONS Board and CEO met in Executive session after the conclusion of regular business.

XIV. Adjournment
L. Fennimore adjourned the meeting at 8:00 pm EDT.

Respectfully submitted,
Heather Thompson Mackey, MSN, RN, ANP-BC, AOCN®
Secretary, ONS Board of Directors