

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

Date: Tuesday, July 28, 2020

Time: 6:00-8:00 EDT

Attendees: President, Nancy Houlihan; Secretary, Heather Mackey; Treasurer, Kristin Ferguson; Directors-at-Large, Marty Polovich, Jeannine Brant, Anne Ireland, Teresa Knoop, Susan Bruce, Darcy Burbage; Chief Executive Officer, Brenda Nevidjon

Absent: none

Guests: ONS Executive Director, L. Brown; Chief Financial Officer, J. DeWalt; Director of Customer Relations, L. Pope; Senior Manager Evidence Based Practice & Inquiry, P. Ginex

Recorder(s): Heather Mackey

- I. **Call to Order**
N. Houlihan called the meeting to order at 6:04 pm EDT.
- II. **Assignment of To-Do List and Timekeeper**
J. Brant has been assigned to capture the to-do list and D. Burbage will capture the parking lot items.
- III. **Approval of Agenda including consent agenda and timeframes**
H. Mackey moved to approve the agenda including the consent agenda and timeframes as presented. The motion was adopted.
- IV. **Conflict of Interest**
None noted
- V. **Need for an executive session**
An executive session has been scheduled for the ONS Board after the conclusion of regular business.

VI. **E-mail Vote** – The June ONS Board meeting minutes were approved via email vote on Friday, July 24, 2020.

VII. **Consent Agenda**

1. Student Membership Update
2. Update on ONS Bridge
3. ONS Member email

VIII. **Update on General Data Protection Regulation (GDPR)**

The General Data Protection Regulation (GDPR) was adopted into law in April 2017 by the European Union and became enforceable in March 2018. GDPR requires organizations to safeguard personal data and uphold the privacy rights of anyone in EU territory.

Data collection such as race and ethnic origin are explicitly prohibited. The ONS Board discussed this in relationship to its impact on the organization and its business.

IX. **Guidelines Update**

P. Ginex provided an overview of talking points to support board member discussion on guidelines. ONS staff began the development of clinical practice guidelines in 2019 to address 5 cancer treatment-related symptoms (constipation, lymphedema, skin toxicities, radiodermatitis and hot flashes). Guideline development is complete, and ONS is in the final stages of publication. The ONS Guidelines include a 'bundle' of publications published in peer-reviewed journals (*ONF* and *CJON*) which contain:

- the systematic review that formed the evidence base for the guideline,
- the guideline manuscript,
- and a clinical summary of the guideline.

Once published, the guidelines publications are free to access for ONS members on the publications' sites and ons.org. Other individuals may access them free of charge by visiting the ons.org site and creating a registration account.

X. **Chapter Appeal**

During the April 2020 meeting, the ONS Board voted to disband the Siouxland Regional Chapter due to non-compliance. Following the ONS Board vote, ONS staff informed the chapter president of the approved

disbandment. In response, ONS staff received a request from the Siouland Regional chapter president to appeal the decision to disband the chapter. Further discussion was held by the ONS Board in consideration of the request. **S. Bruce moved to uphold the decision to disband the Siouland Regional Chapter. The motion was adopted.** Communication will be sent to the Chapter regarding the decision, along with information regarding alternate Chapter membership options.

XI. Treasurer's report

Through the end of June, ONS has realized a net operating profit of \$537,000 and a net loss of \$686,000. Advertising, course, and publications maintained 2019 levels. Membership dues revenue is down slightly but deferred dues increased as membership has not declined. ONS remains a financially strong organization.

XII. ONS Board goals 2020-2021

The ONS Board reviewed the draft ONS Board goals for 2020-2021. The goals that have been developed focus on importance and the ability to accomplish ONS Board work given the current environment. Initial feedback was provided including aspects related to increasing ONS Board visibility, leadership development, and work on diversity, equity and inclusion. Additional feedback will be collected following the meeting and a final version will be presented at a future ONS Board meeting.

XIII. Board Committee updates

Positions committee

The position statement, "Education of the Nurse Who Administers and Cares for Patients Receiving Chemotherapy, Immunotherapy" will be revised and presented for review and approval during the August ONS Board conference call.

The committee also discussed the possible need for a new statement on the administration of antineoplastics in the home. Consensus of the ONS Board is to move forward with research into the development of a statement, taking safety concerns and the Chemotherapy and Immunotherapy Guidelines and Recommendations for Practice into consideration. Whether the final product turns out to be a position statement will be determined upon further discussion.

The necessity for a position statement on the presence of support persons at the end of life during the pandemic was discussed. This could be developed as a white paper or a joint statement with the Hospice and

Palliative Nurses Association. Boundaries and scope will need to be identified, as cancer care during the pandemic has seen many patients alone beginning with the initial diagnosis through end of life care. The committee will also research and report back at an upcoming meeting.

Board Development Committee

The charter of the ONS Board Development committee was reviewed. The purpose of the committee is to focus on the ongoing professional growth of ONS Board members. Moving forward, opportunities for board development will be built into face to face meetings.

XIV. Wrap-up

- The September ONS Board meeting will be held virtually with specific timeframes announced in August. Decisions regarding in person ONS Board meetings for the remainder of the 2020-2021 year will be determined at a future date.
- ONS Board members are asked to review draft of ONS Board goals for 2020-2021 and provide feedback
- ONS Board to consider creation of a diversity, equity and inclusion community or begin a thread on all member community.

XIII. Adjournment

N. Houlihan adjourned the meeting at 7:51 pm EDT.

Respectfully submitted,

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