

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

Date: Thursday, June 4, 2020

Time: 10:00-4:00 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; ONS Executive Director, Lori Brown

Absent: none

Guests:, Clinical & Scientific Affairs Liaison, Lisa Kennedy Sheldon; Director of Oncology Nursing Practice, Katie Wiley; Oncology Nursing Foundation Board of Trustees President, Tracy Gosselin

Recorder(s): Heather Mackey

**I. Call to Order**

N. Houlihan called the meeting to order at 10:06 am EDT.

**II. Assignment of To-Do List and Timekeeper**

D. Burbage has been assigned to capture the to-do list and parking lot items; S. Bruce will be the timekeeper.

**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**

H. Mackey has a conflict of interest in relation to the Center for Innovation agenda item scheduled for Friday, June 5<sup>th</sup> and will recuse herself from the discussion.

**V. Need for an executive session**

There was no need for an executive session

VI. **E-mail Vote** – The May 26th ONS Board conference call minutes were approved via email vote on June 3, 2020.

VII. **Consent Agenda**

1. Update on Chapter virtual meetings
2. Statements on World Health Organization

VIII. **Board Governance Activity**

The ONS Board participated in a board governance activity led by President, N. Houlahan.

IX. **Report from ONF President – T. Gosselin**

T. Gosselin provided an update from the Oncology Nursing Foundation. L. Benson has been appointed as Treasurer, and M. Dodd, Secretary beginning June 1, 2020. P. Labombarde has agreed to serve a one-year term as Trustee beginning June 1st. Academic scholarships totaling \$381,000 were awarded for 2020. Grant funding at \$420,000 for research funding also will be awarded for 2020. The Mara Mogenson Flaherty memorial lecture was held virtually on May 27<sup>th</sup> to good response with over 1200 participants. The Connie Henke Yarbro Excellence in Cancer Nursing Mentorship Award will be delivered in a virtual format on June 15<sup>th</sup>. The Foundation needs support across the enterprise (in lieu of Chapter Leadership Weekend) due to not holding Congress in person this year.

X. **Feedback on ONS Statement on Racism**

An ONS member contacted the organization in regard to the ONS Statement on racism. The ONS Board held discussion on the issues of diversity and racism as they relate to our mission and profession and remains committed to efforts to promote diversity and inclusion. Opportunities for further discussion were identified including advocacy, member education, and leadership development and recruitment. N. Houlahan will respond to the letter on behalf of the Board.

XI. **President's Update**

N. Houlahan provided an overview of the President's activities over the last few months and plans for June. Meetings have been held virtually with the ONS Past Presidents and Corporate Council, with a meeting with the ONS Presidents' Council scheduled in the next few weeks. She will also take part in the upcoming American Nurses Association Membership Assembly in mid-June.

**XII. CEO Update**

B. Nevidjon provided an update from the National Office. The new slate of officers for the International Society of Nurses in Cancer Care was shared. Procedures for returning to work physically in the Office are being determined as the state of PA begins easing restrictions related to the COVID-19 pandemic.

**XIII. Partnership and Coalition review**

Annually, the ONS Board reviews the formal partnerships and liaisons for the Society. B. Nevidjon provided a review of recommendations for 2021 ONS Partnerships and Coalitions. A. Ireland moved to continue and discontinue membership in specific organizations as outlined. The motion was adopted.

**XIV. Generative Discussion on Practice Changes**

In response to public health concerns over the COVID-19 pandemic, the federal government, health care institutions and payors began to rapidly develop new policies and procedures to address the changing landscape. Many of the changes impacted clinical practice including scope of practice and state licensure, telehealth and virtual visits, and infection control in cancer care. Evaluating the changes instituted during the pandemic is needed to determine the future of oncology nursing and clinical practice. The ONS Board discussed challenges for oncology nurses including which specialty roles that will be most impacted, long term effects of the pandemic, and the practice and advocacy areas ONS should focus on to support our members. Next steps include requesting feedback from Chapters and ONS members.

**XV. Adjournment**

N. Houlihan adjourned the meeting at 3:53 pm EDT.

**ONCOLOGY NURSING SOCIETY  
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APPROVED MINUTES**

Date: Friday, June 5, 2020

Time: 10:00-3:00 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; ONS Executive Director, Lori Brown

Absent: none

Guests: C4I Executive Director, Michele Galioto; CFO, Jeff DeWalt; Bilkey Katz representatives Darren Duda, and Jerry Katz.

Recorder(s): Heather Mackey and Marty Polovich (for Heather Mackey during Center for Innovation discussion)

**I. Call to Order**

N. Houlihan called the meeting to order at 10:01 am EDT.

**II. Financial Items**

Through the end of April, ONS has realized a net operating profit of \$92,000 and a net loss of \$1,597,000. Operating expenses decreased \$2.8M from 2019 levels. The biggest decrease is in meetings & travel, but payroll rent, and services/honorarium also decreased. Despite the cancellation of Congress and the economic impact from the pandemic, ONS remains a financially strong organization.

Staff looked at budget changes for 2020 due to the cancellation of Congress, a large contributor to the organization's profitability. The midyear report will provide better insight for ONS's financial results for 2020. A recommendation from the ONS Board is to prepare a best/worst case scenario for 2020.

### **III. Investment Items**

Bilkey Katz provided an update to bring the board up to date on the market volatility in the first quarter. Current market volatility is down 35%, this has been the quickest, deepest loss the market has seen but is also rebounding the fastest. Tortoise Credit Strategies (TCS) signed an agreement to be purchased by Ducentra Squared Asset Management through an asset purchase. Bilkey Katz has scheduled a call with TCS in the third quarter and will report back to the ONS Board of Directors.

Bilkey Katz is also making a recommendation to move some gains off table and transfer the funds to cash which will bring cash more in-line with the policy

H. Mackey moved to approve the rebalancing recommendation as presented by Bilkey Katz. The motion was adopted.

### **IV. Center for Innovation Update**

The ONS Center for Innovation was launched in May 2019. Since launch it has focused on 3 primary points of interest for development:

- A decision-support tool to facilitate care delivered by oncology nurses
- A way to deliver ONS courses to institutions that does not require voucher redemption
- A business-to-business strategy to sell and deliver ONS products to institutional customers.

ONS has developed strategies to address those areas of interest which include:

- ONS On-Call Cancer Treatment Symptom Assessment Tool™
- ONS On Demand™
- Orientation path didactic content
- Licensing ONS products

### **V. Discussion on 2021 ONS Board sponsored Congress sessions**

The ONS Board discussed potential topics for the board sponsored sessions at Congress 2021. Recommended topics include:

- Leadership and Innovation
- Technology
- Diversity – Disparities in Cancer Care Delivery

Additional discussion will be held on the ONS Board Community to flush out the session details.

**VI. Membership – Dashboard metrics**

The ONS Board discussed data points from the ONS membership they would like to review on a quarterly basis. An update on GDPR will be provided during the July conference call.

**VII. Wrap Up**

- Follow up with the Leadership Development Committee to increase diversity of candidates
- B. Nevidjon and N. Houlihan to respond to ONS member regarding the statement on racism.
- Chapter events, will provide an update on the status
- Board sponsored sessions at 2021 Congress, additional discussion on Community

**VIII. Adjourn**

N. Houlihan adjourned the meeting at 2:50 pm EDT.

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