

**NBCRNA Board of Directors January BOD Meeting Minutes TO POST**  
**Friday, January 15, 2016**

**ATTENDEES:**

**BOARD MEMBERS:**

President and Chair: Steve Wooden, DNP, CRNA, NSPM- C;  
Michael Anderson DNP, CRNA, ARNP; Pamela Chambers, MSN, CRNA, EJD; K David L. Coffman, D.O, PhD; Mary Golinski, PhD, CRNA; Bob Hawkins, PhD, DNP, MBA, MS, CRNA; Maureen P. McCartney, DNP, CRNA; Sue Rawson, CRNA, MA, LNC; Edward J. Susank; Charles Vacchiano, CRNA, PhD, FAAN; Edward Waters, DNP, CRNA; Patricia Wirth, DNP, CRNA; Mary Wojnakowski PhD, CRNA; Mark Zahniser MD

**AANA BOARD LIAISON:** Gary Brydges CRNA, DNP, MSN, ACNP-BC

**LEGAL COUNSEL:** Lynn Fleisher PhD, JD

**NBCRNA STAFF:**

Karen Plaus, PhD, CRNA, FAAN, CAE; Leah Cannon, CPA; Lisa Thiemann PhD, CRNA, FNAP; Lisa Kamen; Tim Muckle PhD, Joanne Orlando, CMP; John Preston DNSc, CRNA, FNAP

**Call to Order**

The meeting was called to order at 8:30 AM. MT. The agenda was approved and no topics were added.

There were no conflicts of interest (COI) or disclosures noted by board or staff or guests.

**Topic 1 Leadership Reports/President/CEO**

1. President Wooden provided a report on NBCRNA operational activities since the September board (BOD) meeting, highlighting the ongoing collaboration with the AANA leadership and staff.
2. Staff CEO Plaus provided her report on activities since the September BOD meeting, including staff development and achievements and representation of NBCRNA at external meetings.

**Topic 2 AANA Liaison Report and AANA staff report**

1. AANA Liaison Brydges provided updates and developments from AANA on since the NBCRNA September BOD meeting.
2. AANA Liaison Brydges provided an overview of the AANA CE report from AANA CE Director Schoneboom who was not in attendance.

**Topic 3 Treasurer's and Finance Report**

1. Secretary Treasurer Golinski provided the Treasurers Report.
2. Staff Cannon reviewed the November 2015 dashboard and the FY 2016 Forecast.

*A motion was made and seconded to "Accept Leadership Reports".*

*The motion was approved*

*A motion was made and seconded to "accept the Treasurer and Finance report".*

*The motion was approved*

**Topic 4 AANA/NBCRNA Strategic Plan**

1. President Wooden provided an update on the updated Strategic Plan from AANA, AANA Foundation, COA and NBCRNA.

*A motion was made and seconded to "accept the joint strategic plan from AANA, AANA Foundation, COA and NBCRNA".*

*The motion was approved*

- a. Staff CEO Plaus provided an update on the NBCRNA Strategic plan.

**Topic 5 CPC Example Questions Platform Delivery**

1. President Wooden reviewed background and Goals of the CPC Exam Sample Question Project.

*A motion was made and seconded to “Provide both a Dynamic and Static delivery platform for certifiants for the CPC Example Questions”.*

*The motion was approved*

2. President Wooden reviewed the cost analysis and considerations.

*A motion was made to “allow Finance Committee to consider options for charging a fee for the Dynamic platform delivery for the CPC Example Questions and to explore what an appropriate fee may be”.*

*The motion was approved*

3. Staff Muckle reviewed options for naming the CPC example questions.

Staff Muckle reviewed vendor options to deliver the CPC practice test.

*A motion was made to “move forward with selection of Aptify as the vendor to deliver the CPC example questions platform”.*

*The motion was approved*

**Topic 5 Leadership Development and Nominations/Communication/Review Panel Reports/CPC Discovery Series**

1. BOD Committee *Chair* Rawson presented the Leadership Development and Nominations committee report and a board action for consideration.

***Board action:***

- How many times may a candidate seek election to the NBCRNA Board?

*three*      *A Motion was made “to limit the number of times an individual can apply to a BOD position to three times”.*

*The motion was approved*

- a. BOD Committee *Chair* Rawson presented the slate of candidates for the Certificant Elected Director(CED) election

*A motion was made “to accept the recommended slate of candidates as presented by the Leadership Development and Nominations committee for the CED election”.*

*The motion was approved*

**Next Steps:**

- Send to the Policy and Procedure committee to incorporate in Policies

2. BOD Committee *Chair* Waters presented the Communications committee report.

3. BOD Committee *Chair* Vacchiano presented the Review Panel committee report.
4. BOD Committee *Chair* Golinski presented the CPC Discovery Series report.

**Topic 6 AANA Professional Competency workgroup**

1. Staff Thiemann provided a report on the AANA Professional Competency workgroup.

**Topic 7 CPC Program Evaluation Panel (PEP)**

1. Vice President Hawkins provided a report on the CPC Program Evaluation Panel (PEP).

**Board Executive Session: 4:25 p.m. Staff and guests were excused for the board executive session**

**The meeting was adjourned at 4:25 p.m. MT.**

**Minutes Recorded by** Joanne Orlando, CMP, Administrative Manager

**Minutes Approved by** the President on January 29, 2016



Steve Wooden, DNP, CRNA, NSPM-C