

## STRATEGIC PLAN GOALS

- Increase program VALUE
- Develop key RELATIONSHIPS
- Safeguard SECURITY of resources

### NBCRNA Board of Directors Meeting

Saturday, August 25, 2018

#### ATTENDEES:

##### Board Members

President: Bob Hawkins, PhD, DNP, MBA, MS, CRNA

Vice President: Terry Wicks, DNP, MHS, BSN, CRNA

Secretary-Treasurer: Mary Wojnakowski, PhD, CRNA

Pamela Chambers, MSN, CRNA, EJD; David Coffman, DO, PhD; Kevin Driscoll, DNP, MSN, CRNA; Christopher J. Gill, MS, MSN, CRNA; Stephen Klinkhammer, DNP, CRNA, CHSE, APNP, APN; Cormac O'Sullivan, PhD, MSN, BSN, CRNA; Dennis Spence, PhD, CRNA; Edward J. Susank; Rishelle Zhou, CRNA, MS, LLB; Mark Zahniser, MD

##### Newly Elected Board Members

Lori Anderson, DNP, MSN, CRNA; Susan McMullan, PhD, MSN, CRNA; Emerging Leader: Jessica Kubisch, MSNA, CRNA (*via conference call*)

AANA Liaison: John Bing, BSN, CRNA

AANA Staff: Lynn Reede, DNP, MBA, CRNA, FNAP

Staff: Karen Plaus, PhD, CRNA, FAAN, CAE; Mary Browne, MA; Leah Cannon, CPA, CAE; Heidi Diederich; Lisa Kamen, CAE; John Preston, DNSc, CRNA, FNAP, APN

Guests: Mark Thorsby, CAE

##### Excused:

***CONFIDENTIAL INFORMATION not for distribution beyond NBCRNA Board of Directors. All agenda materials and discussions are to be kept confidential.***

***CONFLICT OF INTEREST (COI) If any board member, staff or guest has a COI with any of the agenda items or discuss, this will be verbally identified at the beginning of the meeting.***

#### Call to Order

The meeting was called to order at 8:30 AM, CST. The agenda was approved as presented. There were no conflicts of interest (COI) or disclosures noted by board, guest or staff.

#### Topic I – Strategic Planning with Mark Thorsby, FrontWheel Consulting

Guest Thorsby facilitated a strategic planning session with the BOD, staff and AANA liaisons.

#### Topic II – Treasurers and Finance Committee Reports

##### **Finance Committee Report:**

BOD Wojnakowski provided the FY 2018 report of the activities of the Finance Committee during FY 2018.

*It was moved, and seconded, to approve the Finance Committee report as presented.*

*The motion carried unanimously.*

Staff Cannon provided a report on the finance July 2018 YTD compared to July 2017.

### **Approve FY 2019 Budget:**

*The Finance Committee moved to approve the FY 2019 Budget as presented.  
The motion carried unanimously.*

### **Topic III – Testing**

#### **Copyright process and importance:**

Staff Ferris provide a report on the copyright process to protect NBCRNA's intellectual property.

#### **Secret Shopper:**

Staff Gottwaldt reported on the Secret Shopper program that is secret shopping the Pearson Vue test centers.

#### **Score Reports CPCA:**

Staff Song provide a report on the score reports CPCA Beta Results.

### **Topic IV – NBCRNA FY 2019 Committee Reports on Goals and Objectives**

#### **Leadership Development and Nominations Committee**

Will meet at 7:30 p.m. every 3<sup>rd</sup> Thursday of the month. Goals include:

- A succession plan for BOD;
- Only Emerging Leader Fellow election in 2019 @ the January BOD meeting (call for nomination will be in November);
- Development activities for entire BOD and for the Emerging Leader Fellows.

#### **Communications Committee**

Will meet on a Thursday that doesn't conflict with LDN. Goals include:

- 2YCI communications;
- Outreach at meetings regarding CPC program;
- Continued work with AANA.

#### **Bylaws Policies and Procedures Committee**

Will meet 2 weeks following the BOD meeting on Thursday at 6:00 p.m. central as necessary. Goals include:

- Edits to Bylaws and BOD Polices Manual as needed;
- March 2019 review of the Bylaws.

#### **Review Committee**

Will meet on an ad hoc basis.

#### **Finance Committee**

Will meet the 2<sup>nd</sup> or 3<sup>rd</sup> Tuesday at 7:30 p.m. central. Goals include:

- Continued monitor of the financials,
- Evaluate sponsorship opportunities.

*It was moved, and seconded, to approve the FY 2019 Committee Goals and Objectives as presented.  
The motion carried unanimously.*

### **Topic V – Consent Agenda – Minutes and Reports**

*It was moved, and seconded, to approve the Consent Agenda as presented.  
The motion carried unanimously.*

**Topic VI – Executive Session**

NBCRNA staff and AANA liaisons were excused for an Executive Session.

**Topic VII – Transition of Gavel**

The gavel was passed from BOD President Hawkins to BOD President-elect Mary Wojnakowski.

**The meeting was adjourned at 2:40 p.m., CST.**

**Minutes Recorded by Heidi Diederich, Manager of Governance and Board Relations**

**Minutes Approved by Secretary Treasurer on September 11, 2018.**



**Mary Wojnakowski, PhD, CRNA**