

NBCRNA Board of Directors January BOD Meeting Minutes TO POST
Friday, January 20, 2017

ATTENDEES:

BOARD MEMBERS:

President and Chair: Steve Wooden, DNP, CRNA, NSPM-C;
Pamela Chambers, MSN, CRNA, EJD; David Coffman, D.O, PhD (**by phone**); Kevin Driscoll, MSN, BSN, CRNA;
Christopher J. Gill, MS, MSN, CRNA; Mary Golinski, PhD, CRNA; Bob Hawkins, PhD, DNP, MBA, MS, CRNA; Cormac
O’Sullivan, PhD, MSN, BSN, CRNA; Sue Rawson, CRNA, MA, LNC; Edward J. Susank; Terry Wicks, MS, BSN, CRNA;
Mary Wojnakowski PhD, CRNA; Mark Zahniser MD

AANA BOARD LIAISON: John Bing, BSN, CRNA

AANA STAFF: Bruce Schoneboom PhD, CRNA, FAAN

STAFF: Karen Plaus, PhD, CRNA, FAAN, CAE; Kathryn Berry, MEd; Leah Cannon, CPA; Lorraine Dolan; Matt Ferris,
MA, ELS; Lisa Kamen; Tim Muckle PhD; Joanne Orlando, CMP; John Preston, DNSc, CRNA, FNAP, APN; Lisa
Thiemann PhD, CRNA, FNAP

INVITED GUEST: Mike Bohmer

INVITED GUEST: CDR Justice Parrott, DNAP, CRNA

Call to Order

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

Topic 1 Leadership Reports/President/CEO

1. President Wooden provided a report on NBCRNA operational activities since the August BOD meeting, and a brief review of the agendas for the next two days.
 - a. AANA communications developments over the last months as follows:
 - We have established monthly EC calls with the AANA President and President-elect. The purpose is to have open discussion and share any concerns or issues from our respective boards.
 - The NBCRNA Executive Committee has a planned conference call with the full AANA Board on January 31, 2017. The purpose of this call is to provide the AANA Board with a summary of our discussions from the January Board meeting.
2. Staff CEO Plaus provided her report on activities since the August BOD meeting.

Topic 2 AANA Liaison Report and AANA staff report

1. AANA Liaison Bing provided updates and developments from AANA since the NBCRNA August BOD meeting.

A motion was made and seconded to “accept the Leadership Reports”.
The motion was approved

Topic 3 Treasurer’s and Finance Report

1. Staff Cannon provided the Finance and Treasurers Report.
2. Consultant Bohmer provided a review of the NBCRNA Investment accounts.

A motion was made and seconded to “approve the Finance and Treasurers Report”.
The motion was approved

*A motion was made and seconded to “approve the Investment Report”.
The motion was approved*

Topic 4 NBCRNA Strategic Plan

1. President Wooden provided an overview of the NBCRNA Strategic Plan (SP) as developed from the August 2016 Board meeting.

A motion was made and seconded to “approve the Pediatric Subspecialty Certification workgroup as listed on pages 66-68 of Board Book 2”.

The motion was approved Note Ed Susank abstained

2. President Wooden provided an overview of the Joint Organizational Leadership Meeting that was held on November 12, 2016.

Topic 5 NBCRNA Risk Management

1. Staff Cannon provided an overview of the Risk Management report.

Recommendation:

- Invite the NBCRNA Insurance broker to the April BOD meeting to discuss the NBCRNA Insurance

Topic 6 NBCRNA Committee Reports

1. BOD Wicks (Chair of Communications committee) provided an update on communications.
2. BOD Driscoll (Chair of Leadership Development and Nominations) provided an update on the LDN Committee.
3. BOD Chambers (Chair of Bylaws Policies and Procedures committee) provided an update on Bylaws Policies and Procedures.

*A motion was made and seconded to “approve the Board committee reports.”
The motion was approved*

Topic 7 NBCRNA Testing Report

- a. Staff Muckle provided an overview of the NBCRNA Testing report

Topic 8 NBCRNA Operational Report

1. Staff Kamen provided an overview of the:
 - CPC Discovery Series and Website renovations
2. Staff Preston provided an overview of the certification and recertification reports.

*A motion was made and seconded to “accept the Operational reports as presented”.
The motion was approved*

The meeting was adjourned at 4:00 p.m. EST

Minutes Recorded by Joanne Orlando, CMP, Administrative Manager

Minutes Approved by Secretary-Treasurer on February 15, 2017



Mary M. Wojnakowski, PhD, CRNA

NBCRNA Board of Directors January BOD Meeting Minutes TO POST
Saturday, January 21, 2017

ATTENDEES:

BOARD MEMBERS:

President and Chair: Steve Wooden, DNP, CRNA, NSPM-C;
Pamela Chambers, MSN, CRNA, EJD; Kevin Driscoll, MSN, BSN, CRNA; Christopher J. Gill, MS, MSN, CRNA; Mary Golinski, PhD, CRNA; Bob Hawkins, PhD, DNP, MBA, MS, CRNA; Cormac O'Sullivan, PhD, MSN, BSN, CRNA; Sue Rawson, CRNA, MA, LNC; Edward J. Susank; Terry Wicks, MS, BSN, CRNA; Mary Wojnakowski PhD, CRNA; Mark Zahniser MD

EXCUSED: David Coffman, D.O., PhD;

AANA BOARD LIAISON: John Bing, BSN, CRNA

AANA STAFF: Bruce Schoneboom PhD, CRNA, FAAN

STAFF: Karen Plaus, PhD, CRNA, FAAN, CAE; Kathryn Berry, MEd; Leah Cannon, CPA; Matt Ferris, MA, ELS; Lisa Kamen; Tim Muckle, PhD; Joanne Orlando, CMP; John Preston, DNSc, CRNA, FNAP, APN; Lisa Thiemann PhD, CRNA, FNAP

INVITED GUEST: CDR Justice Parrott, DNAP, CRNA

Call to Order

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

Topic 1 Board Education and Discussion on Testing

1. BOD Members (Driscoll, O'Sullivan, Wicks, Wojnakowski, Gill,) and Staff Muckle provided a panel presentation on the following topics:
 - a. Overview of "Make It Stick" book
 - b. "Open-book" versus "closed-book" examinations
 - c. Testing at a brick-and-mortar test center (such as PearsonVUE) with a conventional in-person proctor
 - d. Testing using remote proctoring (take the test at home on a computer with an online video proctor)
2. The presentations were videotaped

Topic 2 Testing Discussion

1. Staff Muckle provided an overview of the CPC Beta Research proposal.

*A motion was made and seconded to "precede with the concept of the Research study as presented".
The motion was approved*

2. Staff Ferris provided an overview of the CPCE Bibliography survey.

Next steps:

- Have Board look at recommendations and have further discussions at the April Board meeting
- Staff Ferris will draft a report of the survey and results and submit for publication.

Topic 3 LDN Committee Recommendation

BOD Driscoll (LDN Chair) provided feedback from the LDN discussions in regards to the number of Board Members.

Topic 4 Review Committee Recommendation for the Disciplinary, Administrative Action, and Appeals Policy

1. Staff Preston presented the Review Committee recommendation for the revisions to the **Disciplinary, Administrative Action, and Appeals Policy**:

A motion was made and seconded "to adopt the new Policy for Discipline & Appeals as amended, pending final review and clearance by NBCRNA Legal Counsel".

The motion was approved

A motion was made and seconded "to forward finalized policy to the NBCRNA Policy & Procedure Committee for implementation consideration prior to implementation".

The motion was approved

A motion was made and seconded "to make the effective date of the new Policy for Discipline & Appeals document, which will replace the existing inforce Policy for Discipline & Appeals when implemented, on or before May 1, 2017".

The motion was approved

Topic 5 CPC Program Presentation on Remediation Process and Purpose

1. BOD Hawkins provided the historical background for the Remediation Process and Purpose
2. Staff Preston presented options for CPC Exam Remediation.
3. Staff Muckle presented background information on the impact of allowing an individual to take the CPC examination (performance standard) more than once.
4. Staff Preston presented a series of questions related to potential scenarios and issues

Topic 6 CEC Update from AANA CEC Chair

1. AANA CEC Chair Parrott provided an update from the CEC Committee.

Topic 7 Consent Agenda

1. President Wooden asked for board approval to reappoint the Renewal of Recognition Panel members.

A motion was made and seconded to "approve the Recognition Panel as submitted in Board (Book 2-Pages 93-95)".

The motion was approved

A motion was made and seconded to "approve the Consent agenda".

The motion was approved

The meeting was adjourned at 4:00 p.m. EST

Minutes Recorded by Joanne Orlando, CMP, Administrative Manager

Minutes Approved by Secretary-Treasurer on February 15, 2017



Mary M. Wojnakowski, PhD, CRNA