

West Central Ohio Chapter ONS

Board Meeting Minutes

3 November 2009

<p><u>MEETING DATE:</u></p>	<p><u>ATTENDEES(AS MARKED WITH AN X)</u></p> <p><input checked="" type="checkbox"/> MARY MURPHY, PRESIDENT</p> <p><input checked="" type="checkbox"/> LADONNA HINKLE, PRESIDENT-ELECT</p> <p><input checked="" type="checkbox"/> KAREN AGNOR, IMMEDIATE PAST PRESIDENT</p> <p><input type="checkbox"/> NAN LAWARY ,MEMBERSHIP CHAIR</p> <p><input type="checkbox"/> JAN RAFFERTY, SECRETARY</p> <p><input checked="" type="checkbox"/> DARLA SUBLER, TREASURER</p> <p><input checked="" type="checkbox"/> JACKIE MATTHEWS, PROGRAM CHAIR</p> <p><input type="checkbox"/> SUSIE NEWTON ,INTERIM SCHOLARSHIP CHAIR</p> <p><input type="checkbox"/></p>	<p><input checked="" type="checkbox"/> MARY MURPHY, OUTREACH OHIO LIASON</p> <p><input checked="" type="checkbox"/> PEGGY JONES, NOMINATING CHAIR& ARCHIVES</p> <p><input checked="" type="checkbox"/> ELENA MIKALASKAS, COMMUNITY OUTREACH</p> <p><input checked="" type="checkbox"/> BETTY CRADDICK, CEU COORDINATOR</p> <p><input checked="" type="checkbox"/> BARB STERLING, MEMBER-AT-LARGE</p> <p><input checked="" type="checkbox"/> BARB PAXSON, NEWSLETTER, VIRTUAL COMMUNITY</p> <p><input type="checkbox"/> JAN RAFFERTY, LEGISLATIVE LIAISON</p> <p><input type="checkbox"/></p>	<p><u>LOCATION:</u></p>
<p><u>NEXT MEETING:</u></p>	<p>THE NEXT BOARD MEETING WILL BE TUESDAY, JANUARY 5, 2010</p>		<p>HOSPICE OF DAYTON</p>

AGENDA	DISCUSSION	ACTION/FOLLOW-UP	RESPONSIBLE PERSON
	(See old business) Annual retreat date will be discussed early 2010.	None at this time.	Board
4. Strategic Plan Update	Karen has added the logos from WCO and ONS to complete our strategic plan. This will be beneficial from an awards perspective.	Board members are to bring their Organizer to each meeting with the Strategic Plan for updating purposes.	Board
5. <u>Old Business:</u>	<p>The group continued discussion of restructuring meetings to a quarterly basis. The success of this concept is dependent upon committee structure, and active committee work outside of Board meetings. However, committee chairs/members are the same people that sit on the Board, making Board work really committee work. Need to consider how to make Board review/approval body, more efficient meetings, with the committee meetings working through options and presenting decisions to the Board for consideration. Our difficulty in recruiting additional active Board members makes this challenging.</p> <p>Update: the ONS Radiation course has been dissolved per national. There are 3 individuals in the State of Ohio who can provide a program. ONS reports that there will be an online radiation therapy course. To be announced in 2010</p> <p>Update: Remembering your own: Mary reported that the Cincinnati chapter does a nice remembrance for members they have lost. Mary provided the group a handout and what we could do when members are ill or have passed away. Remembrance with cards, gifts, flowers. This was discussed at Outreach.</p>	<p>Board members will consider the possibility of this restructuring and continue discussion at the January meeting.</p> <p>Informational. No action required.</p> <p>Board to consider and discuss the process at a future meeting.</p>	<p>M. Murphy L. Hinkle</p> <p>Board</p>

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<p><u>6. New Business:</u> <u>Committee Reports</u></p> <p>1. Treasurer's Report</p>	<p>Darla provided the group with her report. WCO ONS has \$8,259.36 and this includes \$100.00 that was sent to ONS Foundation and \$100 for Caring Bridge.</p> <p>Mary has received another grant request from ONS that is due in March in preparation for ONS Congress. Discussion was held regarding other giving opportunities.</p>	<p>Report requirement. No action necessary.</p> <p>Board reviewed and approved giving to ONS Foundation on an annual basis.</p>	<p>D. Subler/Board</p>
<p>2. Membership</p>	<p>Nan/LaDonna report:</p> <p>There are now 29 renewals.</p> <p>Packets have been sent to those members who are ONS National members, but not attached to a local chapter. No response to date.</p> <p>Membership 2010: applications sent.</p>	<p>Will provide Board update on numbers at Jan meeting.</p>	<p>L. Hinkle/N. Lawary</p>
<p>3. Scholarships</p>	<p>Susie provided Mary her report for scholarships.</p> <p>Scholarship committee needs assistance with coordinating upcoming scholarships.</p> <p>The following awards are due for nomination on Dec 1.</p> <p>Neuro Onc</p> <p>Connie Henke-Yarbro</p> <p>Cancer Public Education</p> <p>BMT</p>	<p>Board will facilitate submitting names to Susie for consideration of these awards ASAP.</p>	<p>S. Newton/Board</p>

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	<p>End of Life</p> <p>Pearl Moore</p> <p>Employer Recognition</p> <p>Advanced Oncology Certified Nurse (The group supports the nomination of Mary for this award)</p> <p>Other info:</p> <p>Ensuring Cancer Care Tomorrow grant: we have been given two grants for two students exploring careers in oncology nursing. The two students who are participating are WSU students Jamie Carman and Desiree Snell.</p> <p>Mary reports that she has submitted information on each Board member for the Honor Someone Special program. These are available online. Will have applications available at meetings.</p> <p>Alice Jordan Mentorship Award: Jackie reviewed the timeline for this award – available Jan 1 with deadline for submission March 31.</p> <p>Chapter Excellence Award: submitted and waiting to hear.</p>	<p>Jackie will facilitate clinical opportunities for the students and mentor honors projects that allows them to explore oncology nursing careers.</p> <p>Information/update.</p> <p>Jackie will send Barb Paxson information for the Jan. newsletter. Will announce at each program. Will follow up with Nancy Thoma regarding display plaque.</p>	<p>J. Matthews</p> <p>M. Murphy</p> <p>J. Matthews</p> <p>M. Murphy</p>
<p>4. Legislative/Political</p> <p>Advocacy</p>	<p>Jan has resigned from this position.</p> <p>Mary has been forwarding information to Barb for newsletter. Mary is also willing to give report at monthly programs.</p>	<p>The Board supports Mary assuming the role of Legislative Liaison following the completion of her Presidency.</p> <p>Motion to approve: E. Mikalauskas</p> <p>Second: B. Craddick</p>	<p>Board</p>

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<p>5. Outreach Ohio Meetings</p>	<p>October's Outreach Ohio meeting included a presentation by IMER. Other networking discussion included membership, board member recruitment, and fund raising. The Columbus chapter is having a spring conference on April 16 and the Outreach Ohio meeting will follow. Each chapter should highlight their success stories from the year. Discussion was held regarding how to manage Board meetings. Restructuring to quarterly is common based on members time commitments.</p> <p>Ohio Mentorship Award: deadline is now January 2010. This award continues to be elusive as the deadline changes and our chapter does not receive information for this award.</p>	<p>Board will further consider the restructuring to quarterly meetings. Agenda item for early 2010</p>	<p>M. Murphy</p>
<p>6. Newsletter/Virtual Community</p>	<p>The Board welcomed Barb to the meeting and thanked her for all of her "behind the scenes" work in producing a fabulous newsletter and virtual community.</p> <p>The most recent newsletter was reviewed by the group and commended for its complete and quality content. Barb reports she has the criteria for the ONS newsletter scholarship and will complete and submit.</p> <p>Barb updated the group on the new changes to the virtual community. Facebook and twitter have been added.</p> <p>Barb requests information for us regarding our favorite websites to add to our page. She is also working on picture galleries for our chapter. She has worked with national to establish content for: Membership Spotlight, Outreach Ohio, 2009 Congress, Program Information, Meeting Reports, Scholarships and Awards, and Community Outreach.</p>	<p>Board members and/or Committee Chairs will provide Barb information from the areas requested to update these areas for the virtual community and newsletter.</p>	<p>B. Paxson</p> <p>Board</p>

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7. Community Outreach:	<p>Mary reported what a success the Strides walk was this year. Many survivors noted to be very young. Recommend that WCO ONS get a group together next year.</p> <p>Elena provided the group an update for upcoming community events. October: the 50/50 benefited Caring Bridge</p> <p>November: Hats and Gloves, scarfs will be collected at both events.</p> <p>The group discussed having a 50/50 for the next two programs. Nov 4: the beneficiary will be Blankets of Love; Nov 19th : will provide money and hats to Montgomery County Children’s Services.</p> <p>January: the 50/50 will benefit St. Vincents</p> <p>The Strategic Plan will be updated with information and participation at the following events:</p> <p>West Ohio Breast Conference save the date cards are now available. Survivorship event to be held on April 1</p> <p>In addition, the ACS Quality of Life event on Survivorship held April 14, 2009 should be added to the Strategic Plan.</p>	<p>The Board approved these items for charitable giving.</p> <p>Elena will investigate with planners of these events and inquire if WCO ONS can display at no/minimal cost.</p>	<p>Board</p> <p>E. Mikalauskas</p>
8. Nominations	<p>The Board reviewed the current status of nominations. President elect is due for nomination in 2010 for 2011.</p>	<p>Peggy will get information to LaDonna. LaDonna will send blast email for call for nominations in May 2010. Barb will put in newsletter.</p>	<p>P. Jones L. Hinkle B. Paxson</p>
9. Archives/Record Keeping	<p>There was no discussion on this item at this time.</p>	<p>None.</p>	<p>M. Murphy</p>

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	<p>Group reviewed program schedule provided by Genentech for programs on Oral Cancer Therapies, Cardiac assessment, and Geriatric Oncology Management. Discussion held and geriatric program approved.</p> <p>Group discussion was held regarding Oncology Nursing Month program and need for product fair in 2010. Board decided that events should remain separate. Discussed efforts for bringing complementary therapy speaker for May nursing celebration.</p> <p>Discussion held regarding product fair and services that invitations should be extended to, such as IV therapy, pain management, and other supportive care vendors.</p> <p>Discussed Prostate cancer treatment update as possible program for 2010.</p>	<p>Board approves program for April on Geriatric Oncology</p>	<p>J. Matthews</p>
<p>13. Open Issues/Concerns</p> <p>Adjournment:</p>	<p>There were no additional issues the Board discussed at this time.</p> <p>The meeting was adjourned at 7:40 pm.</p>		<p>Board</p>