

**American Nephrology Nurses Association  
Board of Directors' Meeting Minutes  
San Juan, PR  
February 13-15, 2022**

**Attendance:**

<b>Board Members</b>	Dave Walz, President Angie Kurosaka, President-Elect Lillian Pryor, Immediate Past President Tanya Scott, Secretary Sara Kennedy, Treasurer Nancy Colobong Smith, Director Beth St. John, Director Lucy Todd, Director Virginia Henry, Emerging Nephrology Nurse Professional Fellow
<b>Staff</b>	Tamara Kear, Executive Director Lou Ann Leary, Director of Association Services
<b>Incoming Board Members</b>	Jennifer Payton, Incoming President-Elect Kristin Larson, Incoming Secretary Michelle Gilliland, Incoming Director Faith Lynch, Incoming Director
<b>Auditor</b>	Loretta Jackson Brown
<b>Guests</b>	Janet Betts, Manager, Association Services (Virtual Monday, Feb. 14, 2022) Jeri Hendrie, Conference Manager (Virtual Monday, Feb. 14, 2022)

**Call To Order:** Dave Walz called the meeting to order at 8:32 am.

**Announcements:**

- Tammie Kear is working closely with Norma Gomez, Editor of the 9<sup>th</sup> Edition of the *Nephrology Nursing Scope and Standards of Practice*. The standards are currently being reviewed by the American Nurses Association.

**Calendar Review:**

- Agenda items for the March 17, 2022 BOD call are due Friday, March 4, 2022.
- The vote for the Amendments to the Bylaws will be finalized on Tuesday, February 22, 2022. Due to the quick turnaround needed, a mail feedback item will be sent to the Board of Directors (BOD) for review and approval.

## **AGENDA ITEMS:**

### **Agenda Item #1: Approval of the Agenda for the American Nephrology Nurses Association (ANNA) BOD February Meeting**

Discussion: The BOD reviewed the agenda, and the consent agenda items.

**MOTION:** Approve the agenda for the February 2022 BOD meeting as presented.

**Motion made by Dave Walz; second Beth St. John**

**Motion passed.**

## **OFFICER AND COMMITTEE REPORTS: Approved by Consent**

**President:** Report stands as submitted.

**President-Elect:** Report stands as submitted.

**Immediate Past President:** Report stands as submitted.

**Secretary:** Report stands as submitted.

**Treasurer:** Report stands as submitted.

**Director N. Colobong Smith:** Report stands as submitted.

**Director B. St. John:** Report stands as submitted.

**Director L Todd:** Report stands as submitted.

**Executive Director National Office:** Report stands as submitted.

### **Agenda Item #2: Approval of January 20, 2022 Conference Call Minutes**

Approved by consent.

### **Agenda Item #3: Approval of DaVita Safety Award**

Approved by consent.

### **Agenda Item #4: Approval of 2022 Awards and Scholarships**

Approved by consent.

### **Agenda Item #5: Research Committee Recommendations for Grant Recipient**

Approved by consent.

**Agenda Item #6: Presentation of 2022-23 FY Budget**

Discussion: The budget for fiscal year 2022-2023, version 3, was presented to the BOD for discussion and approval.

**MOTION:** Approve the 2022-2023 operating budget as amended.

**Motion made by Sara Kennedy, second Dave Walz**  
**Motion passed.**

**Agenda Item #7: DEI Climate Assessment Presentation**

Discussion: The Diversity, Equity, and Inclusion (DEI) Committee sent out a survey to the membership in November 2022. Loretta Jackson Brown, DEI Committee Chairperson, discussed the survey results and provided recommendations to the American Nephrology Nurses Association BODs.

**MOTION:** Discussion only

**Agenda Item #8: 2022-23 Organizational Chart and BOD Communications Chart**

Discussion: The 2022-2023 Organizational Chart provides a structure for volunteer leaders to contribute to ANNA's success through a clear reporting structure. The Communications Chart provides a more detailed list of committees and representatives and how the BOD will support their volunteer work groups as liaisons. Both charts were presented to the BOD with two additions presented onsite.

**MOTION:** Approve the 2022-2023 Organizational Chart, Org Chart List and Communications Chart as amended.

**Motion made by Angie Kurosaka; second Sara Kennedy**  
**Motion passed.**

**Agenda Item #9: Health Policy Agenda Revisions**

Discussion: ANNA's Health Policy Agenda is used to help guide the association's legislative efforts. The Health Policy Agenda is reviewed annually by ANNA's Health Policy Consultant and the Health Policy Committee and updated as needed

**MOTION:** Approve the revised ANNA 2022 Health Policy Agenda as presented.

**Motion made by Dave Walz; second Tanya Scott**  
**Motion passed.**

**Agenda Item #10: Health Policy Statement Revisions**

Discussion: ANNA's Health Policy Statement is used to help guide the association's legislative efforts. The Health Policy Statement is reviewed annually by ANNA's Health Policy Consultant and the Health Policy Committee and updated as needed.

**MOTION:** Approve the revised ANNA 2022 Health Policy Statement with edits.

**Motion made by Dave Walz; second Nancy Colobong Smith**  
**Motion passed.**

**Agenda Item #11: State Health Policy Priorities Revisions**

Discussion: ANNA's State Health Policy Priorities position statement is used to help guide the association's state legislative efforts. The State Health Policy Priorities position statement is reviewed annually by ANNA's Health Policy Consultant and the Health Policy Committee and updated as needed.

**MOTION:** Approve the revised ANNA 2022 State Health Policy Priorities with edits.

**Motion made by Dave Walz; second Lucy Todd**  
**Motion passed.**

**Agenda Item #12: CCKP Webinar Data and Next Steps**

Discussion: The Coalition for Supportive Care of Kidney Patients (CCKP) approached ANNA in May 2021 because of their interest in partnering with ANNA to develop a co-branded learning curriculum/certificate program based upon their successful practices to disseminate and spread kidney supportive care. The CCKP team presented a webinar on November 18, 2021, to assess the interest in kidney supportive care. Information was provided to the BOD regarding attendance and feedback regarding the webinar. Because the feedback was very positive, CCKP would welcome continuing to collaborate with ANNA to develop an interactive certificate program. Strategic options and financial considerations were presented to the BOD. The BOD agreed that ANNA should obtain a proposal from CCKP to see what it entails.

**MOTION:** Discussion only.

**Agenda Item #13: P&P 2.06 Mail Feedback and P&P 2.10 Executive Session Revisions**

Discussion: During the September 2021 BOD Meeting, it was proposed that meeting/call minutes would no longer be sent via mail feedback and would instead be presented for consent agenda at the next BOD meeting/call. The implementation of this new process requires revisions to current policies and procedures. P&Ps 2.06 Mail Feedback System and 2.10 Executive Session were presented for review and approval.

**MOTION:** Approve P&P 2.06 Mail Feedback System, 2.08 Recording of Minutes, and 2.10 Executive Session, as revised.

**Motion made by Tanya Scott; second Nancy Colobong Smith**  
**Motion passed**

**Agenda Item #14: ACST Chapter Request (update on Chapters)**

Discussion: Due to global pandemic and public health guidelines preventing in-person chapter meetings in 2020, the BOD agreed to make an exception to P&P 6.05 Chapters: Criteria for Recharter, requiring chapters to conduct a minimum of one (1) business meeting and one (1) educational meeting, with or without CE, to meet the recharter criteria for 2020. In February 2021,

the BOD agreed to give chapters that would have been put on provisional status forgiveness for 2020, and to close six chapters that had multiple issues and on provisional status prior to the pandemic. Janet Betts, ANNA's Association Services Manager, provided an update on the current state of chapters compared to the previous year.

**MOTION:** Approve to make an exception to P&P 6.05 Chapters: Criteria for Recharter for FY 2022-2023 so that chapters will meet re-charter if they conduct a minimum of one business meeting and one education meeting with or without CE.

**Motion made by Nancy Colobong Smith; second Beth St. John**  
**Motion passed**

**Agenda Item #15: Strategic Plan Priorities 2022-23**

Discussion: On the January 20, 2022 BOD call, the BOD approved the new 2022-25 Strategic Plan. The BOD has had the opportunity to review and discuss the strategic plan. Workgroups were assigned to establish projects and action plans under the three focus areas: Infrastructure, Our People, Brand.

**MOTION:** Discussion only

**Agenda Item #16: 2024 Fall Meeting Site Selection**

Discussion: ANNA selects cities for its national programs that it believes will draw the most attendees and provide financial success for the association. Jeri Hendrie, Conference Manager from Anthony J. Jannetti, Inc. participated via Zoom and provided details to the BOD about each of the cities she was asked to research, including dates and rates.

**MOTION:** Move that the following option be negotiated by AJJ for ANNA's 2024 Fall Conference at the Sheraton Atlanta, over the dates of September 20-22, 2024.

**Motion made by Dave Walz; second Tanya Scott**  
**Motion passed**

**Agenda Item #17: 2025 National Symposium Site Selection**

Discussion: ANNA selects cities for its national programs that it believes will draw the most attendees and provide financial success for the association. Jeri Hendrie, Conference Manager from Anthony J. Jannetti, Inc. participated via Zoom and provided details to the BOD about each of the cities she was asked to research, including dates and rates.

**MOTION:** Move that the following option be negotiated by AJJ for ANNA's 2025 National Symposium at the Sheraton Denver Downtown, over the dates of May 4-7, 2025.

**Motion made by Tanya Scott; second Lillian Pryor**  
**Motion passed.**

**Agenda Item #18: Update on Website Discovery and Redesign**

Discussion: The website redesign has commenced, and a timeline of the current state was provided to the BOD regarding Phase 1 (Discovery). The Work Order for Phase 2 (UX Strategy, Visual Design, Technical Planning) was presented to the BOD with financial considerations note. A ballpark estimate for Phase 3 (Development and Testing) was obtained for budget planning purposes.

**MOTION:** Approve the agreement for Phase 2 of the website redesign as provided by Zivtech and add \$138,971.25 to the budget in preparation for Phase 3.

**Motion made by Sara Kennedy; second Angie Kurosaka**  
**Motion passed.**

**Agenda Item #19: Revision of Performance Evaluation Forms for ANNA's Consultants**

Discussion: The ANNA BOD is revising all Performance Evaluation tools to make the more concise, consistent, and meaningful. Revised Performance Evaluations tools for ANNA's consultants (*Nephrology Nursing Journal* [NNJ] Editor-in-Chief, NNJ Associate Editor, Kidney Care Partner Consultant, and Health Policy Consultant) were presented.

**MOTION:** Approve the Performance Evaluations tools for ANNA's Consultants as presented.

**Motion made by Dave Walz; second Angie Kurosaka**  
**Motion passed.**

**Agenda Item #20: Approval of Shooting Star Award P&P**  
Approved by consent.

**Approval of 2022-23 Budget**  
Discussion: See agenda item #6

**Agenda Item #21: To Do List**  
Discussion: The To Do List was reviewed and revised where appropriate.

**Agenda Item #22: Venable Agreement 2022**  
Discussion: On January 14, 2022, District Policy Group (DPG) ended the relationship with Faegre Drinker Biddle and Reath. The senior leadership including Jim Twaddell, ANNA's Health Policy Consultant from DPG, joined [Venable LLP](#) effective January 18, 2022. Venable provided ANNA with the agreement for federal government relations services effective January 18, 2022 through December 31, 2022. The services provided are identical to those offered to ANNA by DPG in 2021. The agreement was reviewed and approved by ANNA's lawyer, John Shindle.

**MOTION:** Approve the agreement to engage Venable LLP for ANNA's federal government relations services.

**Motion made by Dave Walz; second Angie Kurosaka**  
**Motion passed**

Meeting adjourned at 5:00 pm.

Tanya Scott, National Secretary