

WCN Board of Directors Meeting

Friday, September 23, 2022 (9:30 am to 1:30 pm)

**Washington Center for Nursing Office
Minutes**

Present: Sofia Aragon, Melissa Hutchinson, Steven Simpkins, Edna Cortez, Katie Eilers, Antwinett O. Lee, Diane Sosne, Jamie Shirley, David Keepnews,

Guests: Paula Meyer, Executive Director NCQAC; Monica McLemore, PhD, MPH, RN, FAAN, Director UW Center for Anti-Racism in Nursing

Excused: Michelle James, Tim Bock, Lena Hristova

Topics	Discussion	Action Needed
Call to Order	WCN Vice President Melissa Hutchinson called the meeting to order at 9:33 am.	
Welcome & Agenda	Sofia noted a time change to the agenda for our speaker, Dr. Monica McLemore from the University of Washington Center for Antiracism in Nursing at 1:00 pm.	Agenda confirmed
Consent Agenda	<p>Discussion on approval of the Consent Agenda. 2023 Budget was removed from the Consent Agenda and tabled for the December WCN Board of Directors Meeting. Diane also asked for corrections for Page Two of the WCN Board of Directors Meeting Minutes June 17, 2022.</p> <ol style="list-style-type: none">1. Statement of Operations (P&L), Aug 30, 20222. Balance Sheet Aug 30, 20223. Budget vs Expenses Aug 30, 20224. Grant Expense vs Budget Aug 30, 20225. DOH Surcharge Aug 30, 20226. WCN Board of Directors Meeting Minutes June 17, 20227. WCN Finance Committee Meeting Minutes June 17, 20228. WCN Board of Directors Action Items September 23, 2022	<p>Amendments made to June 17, 2022, WCN Board of Directors Meeting Minutes. Unanimous approval.</p> <p>Diane Sosne moved to approve the consent agenda; Edna Cortez seconded.</p>

	<p>Diane Sosne moved; Edna Cortez seconded the motion to approve the Consent Agenda with amendments to June 17, 2022, WCN Board of Directors Meeting Minutes. Unanimous approval.</p>	
<p>NCQAC HELMS and Other Updates</p>	<p>Paula Meyer, Executive Director for the Washington State Nursing Care Quality Assurance Commission (NCQAC), joined the meeting to update the WCN Board of Directors on NCQAC’s work. She began with an update on the HELMS Program for collecting nursing data. Questions will be designed so that there is an option to not answer a question. This will avoid unanswered questions which would trigger an incomplete license application or renewal. She agrees with recommendations from WCN staff that the WCN Board of Directors participate in testing the new system this fall. Details will be sent when ready.</p> <p>Paula walked the members through the timeline for her position’s transition. They hope to have the new Executive Director in place May 1st to have some time with Paula before she retires.</p>	
<p>Strategic Plan Updates</p>	<p>Sofia began with a review of the new Strategic Plan for 2022 to 2025. She related our current work to where it fit into the Strategic Plan. She followed with a financial environmental scan including our current grants.</p> <p>Sofia then discussed plans to negotiate the next DOH Contract for July 1, 2023-June 30, 2025. Discussions are to begin fall 2022 for submission to DOH March 2023. She walked the members through the major issues affecting the 2023 budget. Sofia wrapped up with a discussion on the WCN Board of Directors election in December.</p> <p>Home Street Bank requested specific action by the board to approve Sofia Aragon, Michelle James, and Steven Simpkins to have signature approval for Home Street Bank Checking account ending in #9080 consistent with Home Street Bank Money Market account ending in #9072.</p>	<p>Staff to provide a one pager on the strategic plan for future meetings.</p> <p>Melissa Hutchinson moved; Edna Cortez seconded the motion for Sofia Aragon, Michelle James, and Steven Simpkins to have signature approval for Home Street Bank Checking accounts ending in # 9080 consistent with Home Street</p>

		Bank Money Market account ending in #9072. Motion passed unanimously.
WCN Budget Landscape	The WCN 2023 Budget tabled until the December 9, 2022, meeting due to the fluctuating inflation rates, which makes it a challenge to propose a budget. Discussion about salary adjustments. Budget development routinely takes into account the Consumer Price Index which is consistent with inflation. At this time, the CPI is 10%.	Adoption of the 2023 WCN budget tabled to the December meeting.
UW Center for Anti-Racism in Nursing Update	Dr. Monica McLemore from the University of Washington Center for Antiracism provided an overview of the Center's plans She noted her work on the Centers' mission, vision, and values statements. She also reported the website and social media launch. Dr. McLemore reported on her work reach out to the community locally and nationally. There followed a question-and-answer period. Dr. McLemore wrapped up by asked that members to reach out with any questions and offered her contact information.	Frank to send Dr. McLemore's slides and contact information to the WCN Board of Directors.
Meeting Evaluation & Adjournment	Everyone agreed about the pleasure of meeting in-person. Discussion on the facilitation of Board Strategic Plan and the "Working Together to Advance the Future of Nursing in Washington State" event.	
Next Meeting	Adjourned 1:41 pm. Next WCN Board of Directors Meeting is scheduled for December 9, 2022, from 9:30 am to 1:30 pm. The WCN Finance Committee will meet from 8:30am to 9:30 am. Location to be determined.	

Submitted by: Frank Kohel

Approved Sofia Aragon