

**WCN Board of Directors Retreat Debrief Conference Call**

**Tuesday, June 25, 2019 2:00 pm to 3:00 pm**

**Washington Center for Nursing Office  
Minutes**

By Phone: Jamie Shirley, Chris Birchem, Debbie Brinker, Mary Fertakis, Antwinett Lee, Steven Simpkins

<b>Topics</b>	<b>Discussion</b>	<b>Action Needed</b>
Call to order	Ms. Aragon called the meeting to order at 2:07 pm	
Retreat Debrief/Guiding Principles Review	<p>Ms. Fertakis was asked to lead the debrief. She wanted the board to step away from guiding principles chosen at the retreat to give everyone some time to process the discussion. Also, we want to check in with follow-ups. Minutes on page nine have the chosen principles. One of the things we talked about was 'no surprises' and add to list under misunderstanding. There was a short discussion about making it a separate item on the list. Noted lots of similarities and this is what we had put together. Ms. Fertakis noted 'I will hold myself accountable' that was a combination. Also, under the 'individual board member' add 'I will support Board decisions'. Thoughts? This is why we step back and come back to it. Can we add to 'board decisions' 'I will hold myself accountable' not acting on 'I will support board decisions publicly'?</p> <p>We want to keep it simple and not have more than ten to discuss and finalize. Ms. Fertakis and Frank to revise the list. How does everyone feel about the list? Do you feel you can hold yourself accountable? Ms. Fertakis did a short background for members on the call who were not at the retreat.</p>	<p>Ms. Fertakis and Frank to revise the list.</p>

	<p>We have ten bullet points. Ms. Fertakis and Frank will work on bullet point nine for official approval. Then anyone can see how we conduct business with each other. Some discussion about 'practice open communication' may not be specific enough. What about not talking over each? Does it need to be more defined? Discussion. We will want to capture this thought for the next board meeting. This can be reflective of a power dynamic. We will highlight open communication and discuss at next full board meeting. Anything else?</p> <p>Discussion about a regular evaluation for each board meeting. One thought was to open each board meeting with the principles. Another thought is if you have spoken, you wait until everyone else has spoken before speaking again. It is a continuous improvement environment. What did we do well and what can we improve with intention? We can laminate the principles once they are finalized to have at each meeting. Members could also choose to work on one principle at every meeting. Once we finalize the principles, Ms. Fertakis suggested review them when we have new people and once a year to make revisions.</p>	
<p>Review Board Retreat Action Items</p>	<p>NCQAC to attend the next Board of Directors Meeting in September. NCQAC likes the idea of a standing item at every meeting. We had also talked about giving them a topic to keep some control. Agenda still to be developed.</p> <p>Article for NCQAC newsletter – there followed a short discussion and it was suggested we send them the press release for Action Now.</p> <p>DOH/NCQAC Deliverables – Discussion about the NCQAC request for more detail. At the quarterly DOH/NCQAC/WCN meeting, DOH was amazed at how much we have to report in our deliverables. DOH noted there is lots of flexibility on how we construct our deliverables. We will make revision to this Action Item. Also add DOH to that.</p>	

Continuing our strategic plan discussion. Ms. Fertakis suggested we pick a section for each meeting to discuss, we will add as an agenda item. We also have a timeline to develop the next contract. This can work with strategic plan. DOH/NCQAC want to finalize a contract by March 2020. This makes it more necessary to look at strategic plan. Start intentionality of alignment of contract and strategic plan.

Develop one pager on Action Now work and follow-up with Board. Replace with S-bar.

Ms. Aragon will work with Ms. James about how the next board meetings are scheduled. Maybe put Action Items into SMART goal format.

Page Eleven of the minutes – Trending issues – Item in our legislative ask – “safe and healthy workplace environment for nurses”, don’t want to lose as we move forward as we revise our strategic plan and how does it fit into our mission and vision. Diversity, Equity and Inclusion – what is the center’s definition of equity? It will define our work. Ms. Fertakis feels these are transitional pieces. Possible Ms. Fertakis could work with us on the equity definition if we’d like.

We talked about the mission statement not matching our legislative language, which can be confusing. We need to look at this issue. Does this confuse people and what our mission is? Also capture on page ten of the minutes is adding a footnote to the pillars for this issue. Discussion about the changes in 15 years in business. The footnote recognizes that we know it is there in language, but not current work. We want to note WCN work’s impact on equity in healthcare. Discussion on definitions of equity. Might consider humility in there somewhere, approaching issues with humility. Start with equity as a concept.

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Ms. Aragon will work with Ms. James about how the next board meetings are scheduled.

	<p>Ms. Fertakis has a definition that is used by school districts. She will send to Frank for distribution. Not familiar with the health equity definition. Maybe this is a sub group that would need to be set up. We have talked about having an agenda item for board development. This might be something for that list. Did anyone remember what the board education priorities are? We have usually done orientation and messaging. Ideas on pages 11 and 12 for topics. Some things are more attractive to work on. May take some time to develop a list and see where we want to go next.</p>	<p>Ms. Fertakis has a definition that is used by school districts. She will send to Frank for distribution.</p>
Next Meeting		

Submitted by: Frank Kohel

Approved: MF