

**ANA-NY**  
**Board of Directors Microsoft Teams Conference Meeting**  
**July 21, 2021**

**PRESIDING: Marilyn Dollinger, President**

**PRESENT:**

**OFFICERS:** Marilyn Dollinger, President [MD]; Joanne Lapidus-Graham, Vice President [JLG]; Tanya Drake, Secretary [TD]

**DIRECTORS:** Verlia Brown [VB], Susan Chin [SC]; James Connolly [JC], Sarah Marshall [SM], Kimberly Velez [KV]

**NOT PRESENT:** Phyllis Yezzo, Treasurer

**STAFF:** Jeanine Santelli, Executive Director [JS]; Shakira Hernandez, Communications Coordinator [SH]

**GUESTS:** Amy Kellogg, ANA-NY Lobbyist

| Topic                 | Discussion  | Resolution   |
|-----------------------|---|--|
| <b>CALL TO ORDER</b>  | Quorum present.<br>Phyllis Yezzo is unable to attend this meeting.  | MD called the meeting to order at 18:32 hrs and read the ANA-NY Mission.   |
| <b>ANNOUNCEMENTS</b>  | <p><b>Membership: 8450;</b> retention 65%.<br/>Loss of membership, although distressing, was anticipated after the bump from the benefits offered by ANA during the pandemic spike and is consistent with the experience of ANA and other C/SNAs. The office team held a brainstorming session to generate some new ideas for increasing, recruitment, retention and the value of membership. Membership is slowly rising.</p> <p><b>STAFF RESIGNATION</b><br/>Jamilynne Myers has submitted her resignation effective 8/5. JS updated the Program Manager job description, contacted a recruiter, initiated a search and posted the position on multiple online job sites. Revised position description available on SharePoint.</p> | <p>New member onboarding process is being revised and more information about ANA benefits will be distributed.</p> <p>BOD expressed best wishes to Jamilynne and thanked her for her contributions to the success of ANA-NY.</p> |
| <b>CONSENT AGENDA</b> | <p><b>MOTION ON THE CONSENT AGENDA ITEMS (JLG/SM)</b></p> <ul style="list-style-type: none"> <li>• <b>APPROVE ANA-NY BOD JUNE 21, 2021 MEETING MINUTES</b></li> <li>• <b>ACCEPT SECRETARY’S REPORT OF UNANIMOUS ONLINE VOTE TO PARTICIPATE IN PROJECT FIRSTLINE (M: 6/26 TD/JLG; A: 6/29)</b></li> <li>• <b>ACCEPT EXECUTIVE DIRECTOR’S REPORT</b></li> </ul>   | <p><b>APPROVED UNANIMOUSLY</b><br/>These items will be attached to the approved minutes when posted on the ANA-NY Members Only web site.</p>   |

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|   | <ul style="list-style-type: none"> <li>• <b>ACCEPT PROGRAM MANAGER’S REPORT</b></li> <li>• <b>ACCEPT PROJECT FIRSTLINE GRANT APPLICATION</b></li> <li>• <b>ACCEPT ANA2022 MEMBERSHIP ASSEMBLY APPORTIONMENT LETTER ASSIGNING ANA-NY SIX MA REPRESENTATIVES AND 15 VOTES</b></li> <li>• <b>ACCEPT THE NYS DOH REQUIRED AIRBORNE INFECTIOUS DISEASE EXPOSURE PREVENTION PLAN DEVELOPED BY J. SANTELLI</b></li> <li>• <b>ACCEPT ‘VOICE COUNTS’ REPORT</b></li> </ul>   | <p>The AIDEP is activated only in a declared state of emergency.</p>   |
| <p><b>LOBBYIST’S REPORT</b><br/><b>Amy Kellogg</b></p>        | <p>Legislature is in recess until January but hearings are ongoing.</p> <ul style="list-style-type: none"> <li>• Safe Staffing and Nursing Home Staffing bills passed and have been signed by the governor. Our talking points were incorporated into the Safe Staffing bill. Only the Nursing Home bill has hard ratios.</li> <li>• State of Emergency was lifted 6/24; all Executive Orders relating to healthcare expired.</li> <li>• NPs and CNAs will continue to push for autonomous practice codification.</li> <li>• ANA-NYs bill on mandatory continuing education was not introduced this session. The current sponsor does not have wide support in the chamber.</li> <li>• AK is working with the Legislation Committee to identify the 2022 legislative foci for ANA-NY.</li> <li>• Conversations with NYSNA ED and lobbyists on topics of mutual interest are ongoing and have been very positive.</li> </ul> <p><b>POLITICAL ACTION COMMITTEE</b><br/>Mel Callan is the chair and treasurer. Website is in development and will be presented at the GA with a request for donations. All legislators are up for re-election in 2021.</p> | <p>Implementation and regulations will be monitored.</p> <p>Legislature is considering limiting Executive Order powers.</p> <p>AK will seek new bill sponsors.</p> <p>It will be presented at the August BOD meeting.</p> <p>MD Thanked AK for her work on behalf of ANA-NY and NY nurses. She has greatly raised our visibility in the Legislature.</p> |
| <p><b>PRESIDENT’S REPORT</b><br/><b>Marilyn Dollinger</b></p> | <p><b>PROJECT FIRSTLINE PROPOSAL</b><br/>IPC Dissemination PPT presentation and the full text of the proposal available on SharePoint. Susan Birkhead, MD and JS will be core project leaders. They wrote and submitted the ANA-NY proposal after consulting with three ANA project leaders. The proposal seeks to create a new ANA-NY staff position and</p>   | <p>Proposal was approved by online vote and will be attached to these approved minutes.</p>  |

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| <b>PRESIDENT’S REPORT (cont.)</b> | <p>fund the equivalent of one day/week for one year. This team will work with NYS Infection Control Nurses, DOH and NYSED to identify education content needed to improve Infection Prevention Control competence. The content will then be disseminated to SONs and practice venues through a wide range of contacts and nursing networks.</p> <p><b>NEW HIRE PROPOSAL: MEMBER ENGAGEMENT ASSOCIATE</b><br/>Position Description available on SharePoint.<br/>MD and JS are proposing to increase the office team with a fourth full time employee who will report to the Program Manager. In addition to Project Firstline and new member engagement strategies, the individual will provide support as directed for staff, BOD, committees, annual conference planning and the multiple projects ANA-NY in which ANA-NY is involved.</p> <p><b>Discussion</b><br/>Membership, OAs and project involvement have increased substantially since the staff was last expanded. More member outreach and new engagement strategies should improve retention. An additional staff person will enable a presence at more state events. The Association is financially solid and can afford an additional employee. MD and JS believe it is better to invest funds in member engagement and recruitment than for money to sit in the bank. All staff currently work both in-office and virtually.</p> <p><b>MOTION (TD/KV)<br/>TO CREATE AND FILL A FULL-TIME STAFF POSITION: MEMBER<br/>ENGAGEMENT ASSOCIATE</b></p> | <p>The ANA consultants were impressed by the quality and depth of the proposal and asked permission to use it as an example for other applicants.</p> <p><b>APPROVED UNANIMOUSLY</b><br/>JS will contact a recruiter, initiate a search and post the position on multiple online job sites.</p> |
| <b>TREASURER’S REPORT</b>         | <p>P, Yezzo was unable to attend this meeting.<br/>Per the June P&amp;L and YTD comparison to budget available on Share Point: YTD total income is \$435k; total expenses \$296k; net operating income \$139k.</p>  | <p>Financial status is stable; report accepted.</p>   |

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| <b>COMMUNICATIONS<br/>COORDINATOR'S REPORT<br/>Shakira Hernandez</b>    | <ul style="list-style-type: none"> <li>• Next issue of JANANY being finalized.</li> <li>• Off ice is preparing FNL packets for December graduates.</li> </ul> <b>2021 ANNUAL CONFERENCE</b> <ul style="list-style-type: none"> <li>• SH is preparing a step-by-step presentation and demonstration of how to access and use the ANA-NY web site and social media.</li> <li>• 60 early bird registrants.</li> </ul> <b>FUTURE CONFERENCES</b><br>JS reported she: <ul style="list-style-type: none"> <li>• is working with Destination Niagara for promotional materials for 2022 Annual Conference.</li> <li>• has signed contract with Turning Stone for 2023 Annual Conference, locking in 2020 rates.</li> <li>• extended the Success Pays Program to 3/22.</li> </ul> | Hands on practice opportunity is being explored.  |
| <b>COMMITTEE REPORTS</b>  |   |   |
| <b>NURSING EDUCATION<br/>COMMITTEE REPORT<br/>Joanne Lapidus-Graham</b> | No meeting in July; next meeting 8/17.<br>Subcommittee will meet late July/early August to discuss the NAM/FON report. <ul style="list-style-type: none"> <li>• The abstract sub- committee met in late June and finalize abstracts for the annual meeting; 31 of 37 submissions were approved.</li> <li>• JLG has been attending the NSANYS board meetings. They are in the process of planning their Council of School Leaders (COSL) meeting to coincide with the ANA-NY meeting in October.</li> </ul>  | JLG is working on obtaining a \$1000 sponsorship from FSC nursing for the annual meeting. |
| <b>OTHER COMMITTEES</b>   | Other committees did not meet in July or have completed their work.   |   |
| <b>CONTINUING BUSINESS</b>  |   |   |
| <b>OXFAM INDIA COVID RELIEF DONATION</b>                                | Like JS, TD made several unsuccessful attempts to donate to the relief fund on the OXFAM INDIA website on behalf of ANA-NY. Although COVID is still widespread, the crisis situation has abated.  | Consensus to put the donation on hold.  |

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| <b>NEW BUSINESS</b>                                |   |  |
| <b>NEW MEMBER OUTREACH PROPOSAL</b><br>Tanya Drake | Contact with new members is important to retention and recruitment. Although new members receive a packet of welcome materials, TD believes that a personal phone call from the office team is important to member engagement. In addition, she proposes that each new member receive a welcoming phone call from a member of the BOD. It is important for the organization leadership to make members feel welcome and valued. With the addition of the new hire, she suggested that a member of the office team reach out to individuals who do not review their membership. Bullet points could be developed to guide the conversations. | Although consensus supported the proposal, questions arose on how the BOD would make the calls and maintain privacy of personal phone numbers.<br><br>JS and MD will explore options and report at a future meeting. |
| <b>FUTURE BOD MEETINGS</b>                         | <b>2021 BOARD OF DIRECTORS MEETINGS:</b><br><b>On Microsoft Teams, 18:30-20:30</b> <ul style="list-style-type: none"> <li>• August 16, on Microsoft Teams</li> </ul> <b>ANA-NY Office in Albany, 09:00-12:00</b> <ul style="list-style-type: none"> <li>• September 25</li> </ul> Hotel confirmations and meal arrangements have been emailed.<br><b>2021 ANNUAL MEETING &amp; CONFERENCE</b><br>October 28-30, Huntington Hilton, Melville, NY   | RSVP to JS asap.   |
| <b>ADJOURNMENT</b>                                 | No further business.<br><b>MOTION TO ADJOURN (VB/JC)</b>  | <b>APPROVED UNANIMOUSLY</b><br>MD adjourned the meeting at 20:13 hrs.  |

Submitted by,  
Tanya Drake  
Secretary