

AAN Annual Business Meeting Agenda
Saturday, November 13th, 2004
8:30 a.m. - 10:30 a.m., Grand Ballrooms III and IV
JW Marriott on Pennsylvania Avenue
Washington D.C.

- MINUTES DRAFT -

Call to Order: 8:30 a.m. by J. Shaver.

Introductions & Recognitions Recognition of the Board of Directors, Annette Hess-new Director of Administration, and acknowledgement of John Garde, former interim Executive Director.

Validation of a Quorum: Quorum of 315 attendees.

Acceptance 2003 AAN Business Meeting Minutes:**C. Kenner** Two corrections: Review of Standing Rules, point 2 wording changed to be more than twice on the same. Page five, the co-presenter for the workforce meeting last year was Pamela Cipriano, PhD, RN, FAAN. Motion: Moved that the minutes of the 2003 American Academy of Nursing Business Meeting be accepted as corrected. Motion passed.

Review of Standing Rules:

- 1.To be admitted to the AAN Business Meeting, Fellows must present a registration badge or other identification of AAN Fellowship.
- 2.To obtain the floor, a Fellow should rise, approach the microphone, address the chair, state their name. Fellows may not speak and debate more than twice on the same question or longer than three (3) minutes without permission from the body.
- 3.All motions, except those of a routine nature, shall be in writing and sent to the Chair immediately following presentation.

Memorial Recognitions: Geraldine Ellis, Ingeborg Mauksch, Mildred Montag, Fredericka Shea

Recognition of Past Presidents: as present.

AAN President Remarks:**J. Shaver** Review of activities related to AAN's Six Strategic Initiatives.

- Strengthening the Nursing and Healthcare Workforce - Commission on Workforce published conference findings and analysis of three acute care work environments; received support from the Robert Wood Johnson Foundation.

- Enhancing Quality of Health and Nursing Care - Quality Health Care Expert Panel continues, Child/Family Expert Panel working on quality initiatives, building involvement with our membership in National Quality Forum.
- Promoting Healthy Aging - The AAN Coordinating Center for the John A. Hartford Geriatric Nursing Initiative "Building Academic Geriatric Nursing Capacity", directed by Claire M. Fagin growing.
- Reducing Health Disparities and Inequalities - Formulation of potential task force activities continuing. Presented ANF/Kellogg Foundation for the Gloria Smith Lectureships on Health Disparities.
- Shaping Healthier Behaviors and Environments
- and
- Generating Integrated Mental and Physical Healthcare - Represent new initiatives and are the bases for next annual conference dialogues.

AAN Organizational Chart: presented in the handout book.

Nursing Education Special Interest Group: Inadvertently omitted from materials. Special interest group to assess potential to become an Expert Panel.

Council for the Advancement of Nursing Science (CANS): Facilitated 2004 State of Science Meeting (Washington DC). Special Topics Conference is every other year.

Leadership Institute:

Scholars In Residence: Veronica Feeg is IOM Scholar Sandra Edwardson is AHRQ Scholar

2004 Living Legends Honored:

Florence Downs	Juanita Fleming	
Edith Patton Lewis	Sally Sample	Shirley A. Smoyak

Executive Director Search: continuing.

Governance: New Expert Panel formed: Acute Care and Critical Care

AAN Operations: AAN overall logistic support comes from AAN Headquarters in Milwaukee Wisconsin. Headquarters is working on improving the AAN database and revising operational guidelines/procedure manuals. Recognition of Annette Hess as Director of Administration and Operations, Carina Tran as Meetings Director, Kay Whalen as AAN Consulting Partner, and Rebecca Gade as Administrative Assistant.

Publications/Communications: E -newsletter is bi-monthly. Nursing Outlook is bi-monthly official journal/publication of the AAN. Fellows can

request either print or electronic (encouraged as less costly) general communications.

Partnerships: Enterprise -Wide Joint Board Leadership Meeting including ANA, ANCC, ANF, and AAN took place in August, and meeting planned on Sunday, November 14, 2004.

Future Meeting Sites: listed in 2004 Program Book: 2005 will be in Scottsdale, AZ.

ANA President's Remarks:**B. Blakeney** New liaison to ANA Board is Kathi Koehn. Fellow Pat Yoder-Wiser is vice-president. Work of the professional association is to foster quality and caring by setting standards, standing by a code of ethics, getting legislation to support the practice that is critical, and to advocate for enough nurses to care for patients. Federal government is providing more funding for medical education than for nursing education.

Six percent of the nursing population is represented by the ANA. The new generation wants outcomes and thinks differently. ANA has a taskforce, chaired by Pat Yoder-Wise, which is looking to the future. Challenge is to frame an organization that is future-oriented and attractive to the new generation. The ANA National Quality Indicators database is almost ready for wide-use by the entire greater nursing community.

Dialogue regarding Strategic Directions:

- **Strengthening the Nursing & Health Care Workforce****L. Burnes Bolton**
 - Commission on Workforce - Members of the Commission on Workforce present were acknowledged. Strategic partnerships need to be thought about in relationship to advancing the agenda of the workforce.
- **Enhancing Quality of Health & Nursing Care****N. Lang**
 - National Quality Forum (NQF) - A synthesis of the work of the NQF is underway. Quality Expert Panel and third NQF conference findings will be reported at noon today. We invite all Expert Panels to consider quality and partner in National Quality Forum.
- **Promoting Healthy Aging****J. Disch**
 - Building Academic Geriatric Nursing Capacity - Presented the proceedings/monograph on the 2003 Aging conference distributed to each member in attendance at this conference. M. Chow has taken the lead on this initiative.
- **Reducing Health Disparities & Inequalities****D. Grossman**
 - D. Grossman will take over the lead on this initiative. A conference

call will be held after this meeting. Next step is to solicit other task force members, and develop an action plan.

- **Shaping Healthier Behaviors & Environments****C. Hudgings**

- 2005 Annual Meeting & Conference theme**M. Heitkemper**

Expert Panel General Discussion: Theory-based Expert Panel - is discussing that there has been extensive nursing knowledge developments over the last twenty years without sufficiently influencing policy. Informatics Expert Panel - President Bush and Secretary Thompson are focused on IT so that an AAN focus on policy in this realm is salient. Informatics Expert Panel is creating a matrix of organizations/activities and costs; policy-related implications; suggestion for a group of people to look at process of how policy-related information gets shared. A plan is needed for regulatory groups, that goes beyond white papers. Expert panels are source of analysis, clear messages need to be written and translated for influencing policy and positioning our voice where policy is being formulated. e.g., testimony, analogy might be IOM function. Child and Family Expert Panel - would like to put quality guidelines in the hands of legislators using a strategic policy approach. We need to improve ways to use Fellowship, work groups, and Board for policy initiatives. E.g., tobacco and anti-tobacco legislation.

Development Committee: We are in the fourth year of our \$10 million Annual Fund Campaign. Survey of Fellows is planned to seek input on fund-raising projects and goals. A new Major Gifts committee lead by Roy Simpson and Nancy Ridenour has been formed. Linda Groah will join the Development Committee as Co-Chair with Joyce Fitzpatrick in 2005. We have a \$25,000 challenge initiative to meet the goal this year.

Treasurer's Report:**C. Hudgings** 2004 was a transition year with moving operations of the Academy to the EDI management company in Milwaukee. Significant improvements to the accounting system have been made with better understanding of the costs of services and products.

Continued Financial Viability: 2004 was first year of AAN self sufficiency as we operated with no overhead and support services and without programmatic funds from ANA. We received an unqualified opinion for the 2003 audit report. See total report in handout. Budget as distributed was discussed. The finance committee and Board are working on a policy to govern proportion of fund to be kept in reserve.

Motions from the Floor: Motion 1: Hold Annual Meetings in Smoke-Free Cities (V. Saba): Therefore, be it resolved that: When selecting sites and negotiating contracts for Annual Meeting venues beyond those currently contracted, AAN will hold all its future meetings in smoke-free cities.

Background and rationale is that nurses should be setting the good example of only hosting meetings in safe/smoke-free environments. Perhaps our nurses could change public policy by having/expressing a strong statement with our venue choices? Financial Impact: No impact statement is included.

This request is consistent

initiatives of health disparities and shaping healthy behaviors and environments. A point of clarification is that it is beyond existing contracts, so we do not know which sites will be smoke-free in the future. Suggestion to write letters to potential future sites asking them to declare smoke-free status. Washington DC is not smoke free and if they do not change then it would be difficult/impossible to get the key legislators to attend/pay attention to the Academy meeting. Option could be to hold meeting in Rockville, for example. There are different levels of "smoke-free" (e.g. exempt restaurants and bars in certain states). Need to study resolution. Recommend having the Board look at the implications of this now and in the future. Motion: Move to Table and refer to the Board for further study because cost/financial impact must be studied/considered. A. Melies/P. Hinton-Walker. Vote: motion passed.

Motion 2: Task Force on Fellow Selection (V. Saba/J. Fitzpatrick): Moved that AAN create a taskforce to examine and make recommendations regarding the criteria, process, method, and committee membership for the selection of Fellows in light of the current nursing environment and in keeping with the mission of the AAN. The taskforce should present their findings and recommendations at the next annual meeting. Financial Impact: No financial impact statement provided. Motion Amended: Provide electronic survey to Fellows regarding the need for this task force Vote: Motion Failed Vote on Call for the Question: Motion passed. Call for the Question: Motion is not appropriate at this point but can be further discussed at the Board of Directors meeting. Need impact statement before action can be taken. Necessity of motion questioned since the Fellow Selection Committee has made recommendations. Suggestion to expand the fellow selection committee charge to include process. Informed that this is already part of the committee's responsibilities. The motion was made to get non-Committee (outside) perspective. Applications are reviewed using the formal criteria and there is integrity in the process. We do, however, need to continue looking at this process annually.

Motion 3: Encourage Fellows to Consider Family History in Patient Care and Help Increase Patient Awareness of Family Health History: Whereas: Health care professionals have known for a long time that common diseases, i.e. heart disease, cancer, and diabetes, hemophilia, cystic fibrosis, and sickle cell anemia, can run in families. Americans know that

family history is important to health. A recent survey found that 96% of Americans believe that knowing their family history is important. Therefore: We encourage the American Academy of Nursing to join in this initiative. We encourage Fellows to be informed about the importance of considering family history in caring for our patients and families, and to consider personal and professional efforts that Fellows can contribute to increasing awareness of their patients' family histories. The future health of all can be improved through knowledge gathering and utilization of family health history in disease prevention and health promotion.

Resources for the U.S. Surgeon General's Family History initiative can be found at <http://www.hhs.gov/familyhistory>. Genetics and Child and Family Expert Panels can help spread the word. Financial Impact: No financial impact statement provided. Deemed to have little or no financial impact for this motion resolution. Vote: One opposed. One abstained. Motion passed.

General Discussion: It was requested that we have a parliamentarian at each business meeting. The bylaws need to be revisited and are currently being looked at by the Board. We need to look at governance procedures to facilitate this process.

AAN Operations (Management)J. Shaver See AAN Operations above.

Acceptance of Omnibus AgendaJ. Shaver (Reports by Committees, Task Forces, Expert Panels, Scholars, CANS, Commissions, BAGNC, Etc.) Motion: To accept various reports in handout. Response: Motion Passed.

ElectionM. Chow M. Chow thanked the Nominations Committee. Election Results: 38% of the Fellowship voted. Individuals elected are: Secretary: C. Kenner Board of Directors: J. Disch, K. Kerfoot Fellow Selection Committee: J. Wilbur, S. Barger Nomination Committee: D. Mason Bylaws: One bylaw revision passed. Comments: The Election Ballot was sent third class mail and many only had two days to return/vote within the timeframe. We are moving to offer electronic voting option as well as hard copy. Motion: To accept election results - Motion passed.

Recognitions:Shaver J. Shaver recognized the incoming and outgoing board members:

completes one year of a three year term. She has a demanding new position as Dean and Vice Chancellor at Duke University. N. Lang will cover Gilliss' remaining two year term.

C. Gilliss is resigning

Thank You: Fellowship thanked Dr. Shaver, the Board, and all volunteer

leaders for their work. Fellowship commended the Board on a smooth transition of operations from ANA to new management in Milwaukee. Suggestion that the Program Committee consider giving an oral transmission of AAN history.

Adjournment: 10:27 a.m. **J. Shaver**