

**ANDSOOHA Special Meeting**

**Minutes - DRAFT**

**Tuesday, June 30, 2015**

**Teleconference**

1. **Welcome and Call to Order** (Karen Quigley-Hobbs, Chair)
2. **Review of Agenda**
* Roll Call
* Background
* Process and people
* Association constitution: development and content
* Discussions and questions
* Voting mechanism
* Resolutions
* Next steps
1. **Role Call.** KarenQuigley-Hobbs (co-lead, A&O Advisory), Jean Nesbitt (co-lead, A&O Advisory), Jo Ann Tober (A&O Advisory), Carol Timmings (A&O Advisory), Maureen Cava (transition team), Ken Allen (transition team), Kathy Dowsett (transition team),Esther Moghadam (transition team; recorder),Jessica Ackerman, M. Yasinovich (Durham), Leslie Wright; Cindy Johnston; Stacy Rybansky; Mary-Jean Watson, Natalie Riewe; Glenda McArthur; Pat Donnelly; Bill Sherlock; Patti Fitzgerald; Sandy Richardson; Nancy Greaves; Shelley Westhaver, David Groulx, Lynn Beath, Katie Dilworth , Claudette Holloway; Carol MacDougall; Nancy Summers; Jennifer Duffin, Susan Potvin, Nancy Summers; Ellen Pezzette; Ruth Scofield, Irene Loewen, Christina Taylor, Chantal Riopel, Hamida Bhimani, Ronda Manning, Ruth Gratton, Renee Charbonneau-Smith, Lori Webel-Edgar, Jen Mitton.

Guest: Patricia Else.

Karen verified that a quorum was present.

1. **Background.**

Jean Nesbitt and Karen Quigley-Hobbs provided context and background leading up to today’s session. Key points:

* This is an historic time for nursing and for developing and demonstrating the leadership of nurses.
* Executives of ANDSOOHA and OPHCNO had discussions in November 2013 and March 2014 about the possibility and benefits of combining into one Association. Members and stakeholders support that ANDSOOHA and OPHCNO come together into one association with one strong voice.
* Membership of both groups were consulted between June and August of 2014.
* At the ANDSOOHA AGM in October 2014 the membership voted overwhelmingly in favour of transitioning to a new Association by June 2015.
1. **Process and People.**
* A & O (**A**NDSOOHA & **O**PHCNO) struck an advisory group and provided oversight, analysis, guidance. Members of the A and O Advisory Group were recognized and thanked for their superb work: Karen Quigley-Hobbs – Co-lead, Jean Nesbitt – Co-lead, Connie Free, Joyce See, Jo Ann Tober, Carol Timmings.
* A transition Team, with members from both groups, provided content development, critical thinking and consultation. Members of the transition team were recognized for their thoughtful & collegial work: Ken Allan, Maureen Cava, Kathy Dowsett, Karen Ellis-Scharfenberg, Connie Free, Esther Moghadam, Lesley Rintche, Cathie Walker.
* ANDSOOHA members were consulted through regional conference calls and through posted material on the ANDSOOHA website.
* Key stakeholders were consulted: OPHA – Larry Stinson, alPHa – Linda Stewart, RNAO – Doris Grinspun, MOHLTC- Nancy Peroff Johnston.

**4.0 Association constitution: development and content.**

* Changes to the name, vision, goals and membership will be reflected in the revised constitution
* ANDSOOHA members will be asked to vote on resolutions in July that will build the constitution for the new Association
* The full draft constitution can be found on the ANDSOOHA website
* Maureen Cava discussed the proposed name of the new association: *Ontario Association of Public Health Nursing Leaders*.It is intended to capture feedback from the consultation that the new association be about leaders, the people, and leadership as the art and science of the work leaders will do.
* Maureen outlined the proposed vision, *To promote and protect the health of Ontarians through excellence in public health nursing leadership* and the proposed goals reflecting the concepts that came from the first membership consultation in 2014:

*1. To articulate the value of public health nursing as integral to the health of Ontarians.*

*2. To transform systems, improve health and influence healthy public policies through strategic partnerships, collaboration and advocacy.*

*3. To champion a quality public health nursing practice environment through leadership, mentorship and organizational effectiveness.*

* Kathy Dowsett outlined the proposed expansion of membership to include two additional groups to the current membership: all nurses who work in public health and non-nurse managers who manage nurses. Rationale for the proposed membership changes reflect:
	+ survey results,
	+ Creates opportunities for leadership development by broadening the membership that supports mentorship and succession planning with future leaders,
	+ Extends the reach of public health nursing leadership by growing membership, strengthening the public health voice and increasing influence,
	+ Builds a workforce and a working environment that supports nursing practice,
	+ Allows self selection for participation.
1. **Discussion and Questions.**
2. Is the direction that we want non nurse managers a part of the membership?
	* Yes
3. Did OPHA have any concerns with ANDSOOHA expanding membership.
	* OPHA is supportive of process. No concerns about expanded membership as far as how the Association will interact with OPHA. They suggested that ANDSOOHA be very clear about their focus if staff nurses become members. ALPHA believes including non nurse managers is visionary, shows leadership and encourages breaking down silos
4. Concerned about non nursing members included in membership.
	* Transition team felt that if non-nurses are managing nurses, it is particularly important for them to understand role of nursing leaders in the province. Survey suggests there is interest from non nursing mgrs.
5. How will the OPHCNO members who are not ANDSOOHA members be engaged?
	* The Ministry’s nursing report suggests that CNO be active members. We will need to develop a clear communication plan and engagement strategy for new association for this group, target members and new members.
6. What was the response from the RNAO?
	* Consulted with RNAO, Doris. She did not feel that this would take membership away from CHNIG. Overall very supportive of ANDSOOHA and OPHCNO coming together.
7. Do people believe that the new title is appropriate given that membership will include non-nursing managers and they will be referred to as nursing leaders?
	* Its important to have consensus on this point. By in large, membership will be nurses. Members will still be providing leadership to nurses if they are managing them and they need to understand the practice environment. There is nuance between leader and leadership, we need strong consensus around this.
8. Could non-nurse managers, faculty and staff nurses be associate members, rather than active members?
	* Could be an option. Need to have discussion if there is support for this, one or both. Transition team felt that it was important that all nursing leaders could have the option to participate fully. As an associate, you have less influence, cannot vote so it’s a different level of membership. Associate members can still attend educational events, bring forward issues and concerns be part of discussion. Non public health members will be helpful to have at the table. New association can move forward as to what type of memberships could be offered.
9. Is there a particular reason the vision does not include "to prevent illness ".
	* Protecting health includes preventing illness.
10. CHNIG has recently developed leadership competencies for Public Health. Would this focus be redundant to what the new organization is attempting to do?
	* Not in conflict. Will look for alignment. Transition team believes that public health nursing has been strong in CHNIG but others need to be brought along. There are potential for partnerships. CHNIG will build their membership.
11. Are we prepared that in the future the executive of the new association could be comprised or led by non-nurse managers? How will this impact on the advocacy activities to promote and advocate for the practice of public health nursing?
	* These are positions that will be elected by the new membership. Operational implementation of levels of membership would be worked out in the future by the new association. We are talking about philosophical support to expand membership.
12. Knowing that staff nurses are at least 10:1 /manager, is there a need to determine voting numbers from the diverse membership? In other words, staff nurse memberships could outnumber managers.
	* Membership will be offered choices on how an expanded membership is implemented. Too preliminary to speculate at this time. Follow-up comment: CNA has a process that could be considered by the new association.
13. If the new association falls under the "not for profit act" it is our understanding that regardless of type of member that all members have equal votes.
	* The new association is not an incorporate organization therefore does not technically fall under the Act. Even within the Act organizations can determine criteria of membership and have it reflected in their constitution.
14. Will there be an expectation that every health unit have representation in this organization? It is important to set a structure where every health department can be involved.
	* There cannot be such an expectation for health units requiring membership to an association. It’s up the individual HU how they handle membership. Cannot be mandated by Ministry.

**6.0 Voting Mechanism**

The voting mechanism was outlined as follows:

* The members attending today’s meeting will determine what resolutions will go forward to vote in July by members. Each resolution will be moved and seconded.
* There are opportunities for amendments to the resolutions, and amendments will be voted on today. If the amendment passes, the amended resolution will be posted and the full membership will be asked to vote on the amended resolution. If the amendment does not pass, the original resolution will be posted for membership vote.
* Resolutions, original or as amended, will be voted on by the full membership electronically in July.
* Results will be sent to the membership in August and ratified at the AGM September 30th
* **7.0 Resolutions**
1. Approval to amend the ANDSOOHA constitution to rename the association :

Whereas the ANDSOOHA membership endorsed the move to a renewed Association at the AGM in October 2014

AND

Whereas the Transition Team developed the draft constitution following the process endorsed by the membership at the 2014 AGM and with oversight from the A and O Advisory Group

AND

Whereas the membership has been consulted and has provided opinions on the draft constitution;

AND

Whereas stakeholders have been consulted and provided opinions;

Be it resolved that ANDSOOHA Public Health Nursing Management members approve the amendment of the ANDSOOHA constitution to rename the association to **The Ontario Association of Public Health Nursing Leaders** to be effective as of the AGM 2015.

Motion stated.

Moved by: Carol Timmings

Seconded by: Jean Nesbitt

Proposed Amendment. This is a proposed amendment to the posted name from *Ontario Association of Public Health Nursing Leadership*to*Ontario Association of Public Health Nursing**Leaders.*

Proposed Amendment open for discussion.

Amended Resolution restated.

Vote called, conducted and counted.

Results and declaration.

92% yea, 7% nay.

The amended resolution will advance to the membership for vote in July.

2. Approval to amend the ANDSOOHA constitution to change the mission to the vision as stated in the revised constitution and the objectives to the goals as stated in the revised constitution:

Whereas the executive of ANDSOOHA Public Health Nursing Management and OPHCNO identified a strategic imperative to come together into a new Association

AND

Whereas the Transition Team developed the draft constitution following the process endorsed by the membership at the 2014 AGM and with oversight from the A and O Advisory Group

AND

Whereas the membership has been consulted and has provided opinions on the draft constitution;

AND

Whereas stakeholders have been consulted and provided opinions;

Be it resolved that ANDSOOHA Public health nursing management members approve the amendment of the ANDSOOHA constitution to replace the current the mission statement with the vision statement: To promote and protect the health of Ontarians through excellence in public health nursing leadership

And to replace the current objectives with Goals that are:

i) To articulate the value of public health nursing as integral to the health of Ontarians

ii) To transform systems, improve health and influence healthy public policies through strategic partnerships, collaboration and advocacy

iii) To champion a quality public health nursing practice environment through leadership, mentorship and organizational effectiveness

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Motion stated.

Moved by: Maureen Cava

Seconded by: Kathy Dowsett

Opened for Discussion.

Proposed Amendment. Carol MacDougall moved an amendment to add a 4th goal that would read: *To act in an advisory capacity to authorities and province as the voice of Ontario public health nursing leaders*. Second by Jennifer Dawson.

Amendment opened for discussion.

* The second goal reflects Carol’s proposed amendment.
* There will be opportunities in the future to add objectives. The proposed amendment could be captured as an objective.
* Include access and equity.

Amended resolution restated.

Vote on the amended resolution called, conducted and counted.

Results and declaration.

Yea , 61%, nay 39%

Amendment to the resolution not carried. The original resolution stands and will advance to the membership for vote in July.

3. Approval to expand the membership criteria to include all nurses that work in public health

Whereas the Association is dedicated to the development of leaders in public health.

AND

Whereas succession planning, mentorship and a professional practice environment are key aspects for leadership development,

AND

Whereas nurses working in public health value equity of access for developmental opportunities,

AND

Whereas a diversity of voices has the potential to create innovation,

Be it resolved that the current membership criteria be expanded to include all nurses that work in public health

Motion stated.

Moved by: Maureen Cava

Seconded by: Kathy Dowsett

Opened for Discussion

* How do we ensure that management would also have a voice? Could consider network groups for membership (eg managers, CNO, educators). Network groups will be for the new executive to determine.
* Adding reference to all nurses captures the range of nurses in public health.
* Proposed that the third whereas statement have a friendly amendment added ”…nurses working in…”. . No objections raised by members.

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Declaration

The resolution, with the friendly amendment, will advance to the membership for vote in July.

4. Approval to expand the membership criteria to include non-nurses managers of nurses in public health:

Whereas the Association is dedicated to the development of leaders in public health.

AND

Whereas succession planning, mentorship and a professional practice environment are key aspects for leadership development,

AND

Whereas public health nursing values equity of access for developmental opportunities,

AND

Whereas a diversity of voices has the potential to create innovation,

Be it resolved that the current **associate** membership criteria be expanded to include non-nurse managers who manage nurses in public health.

Motion stated.

Moved by: Kathy Dowsett

Seconded by: Maureen Cava

Opened for Discussion.

* It will be up to the new association to determine membership criteria.
* Concern regarding dilution of mentoring of staff. Is that the work of the local environment?
* We have non nurses managers managing nurses. Including them in an association is beneficial not a detriment.

Proposed Amendment. Carol MacDougall moved amendment to the resolution adding the word “…associate…”. Second by Shelley Westhaven.

Amendment opened for discussion.

Amended resolution restated.

Vote on the amended resolution called, conducted and counted.

Results and declaration.

Yea , 68%, nay 26%, Abstain 6%

Amendment to the resolution carried and will advance to the membership for vote in July.

5. Motion to extend the interim slate of officers with current ANDSOOHA Executive members until the annual general meeting in September 2015 when a new slate of officers will be presented for election.

Extend the terms of the current ANDSOOHA Executive as listed

AND

Be it resolved that the current ANDSOOHA Executive will remain in place to manage the ongoing business until the election of the new executive at the 2015 AGM.

Motion stated.

Moved by: Jean Nesbitt

Seconded by: Maureen Cava

Opened for Discussion.

* Concerns re attrition. Joyce See is retired. Everyone else remains intact. Dorothy assumes treasurer role.
* Elections will move forward and will include the establishment of a nominating committee with Karen and two other members. A call for nominations will take place and nominations will be considered from the floor at the next AGM.

Declaration

The resolution will advance to the membership for vote in July.

6. Resolution to address the administrative changes to the draft constitution at the 2015 AGM

Whereas the new Association will be effective as of the 2015 AGM

Be it resolved that resolutions to amend articles **3** to 9 be brought to the first meeting of the new association.

Motion stated.

Moved by: Jean Nesbitt

Seconded by: Kathy Dowsett

Opened for Discussion.

* Friendly amendment to amend articles 3 - 9 (previously stated articles 4 – 9) moved by David Groulx, seconded by Ruth Scofield.

Declaration

The resolution, with the friendly amendment, will advance to the membership for vote in July.

**8. Next steps**

* Vote between July 6th and July 31st
* Results to membership in August 2015
* ANDSOOHA AGM September 30th 2015, new slate of officers elected
* Exec will form nominating committee after results of vote.
* There will be a call for nominations to membership at large.
* Can also be put forward from the floor.
* There will be no past president.
* Elected positions will be President, president elect, secretary and treasurer.
* Adjourned 11:55

Attachment One. Webinar Chat Discussion

Nancy Peroff-Johnston:Hello Everyone,

 Nancy Peroff-Johnston:The conference will start at 10:00 am

 Nancy Peroff-Johnston:Currently, we have the lines muted, we will be taking roll call shortly.

 David Groulx:Did OPHA have any concerns with ANDSOOHA expanding membersihip- will this reduce their membership pool?

 guest:if non--nursing members included then may as well become part of OPHA as a group or sub-committee. Critical that nursing's theoretical basis, philisophical background should be included.

 Lori Webel-Edgar:How will the OPHCNO members who are not ANDSOOHA members be engaged ?

 carol timmings:Do people believe that the new title is appropriate given that membership will include non-nursing managers and they will be referred to as nursing leaders? Important to have concensus on this point

 Carol and Jennifer - Perth:Could non-nurse managers, faculty and staff nurses be associate members, rather than active members?

 Lori Webel-Edgar:thanks

 guest:the title is appropriate if membership is nursing leaders - not if includes managers who manage nurses

 Shelley Westhaver:I think Carol makes an important distinction

 David Groulx:Is there a particular reason the vision does not include "to prevent illness "

 Jo Ann Tober:Question from Brant County: CHNIG has recently developed leadership competenices for Public Health. would this focus be redundant to what the new organization is attempting to do?

 L Beath Oxford Public Health:Are we prepared that in the future the executive of the new association is comprised or lead by non-nurse managers. How will this impact on the advocacy activites to promote and advocate for the practice of public health nursing

 Claudette Holloway:Knowing that staff nurses are at least 10 to one manager, is there a need to determine voting numbers from the diverse membership

 guest:If the new association falls under the "not for profit act" it is our understanding that regardless of type of member that all members have equal votes.

 David Groulx:how do we vote?

 David Groulx:thanks

 Lori Webel-Edgar:we caould use the raise hands feature in adobe to count the votes

 Jen Mitton:Given the discussion around the inclusion of non-nursing managers - Leaderhsip is probably the better term.

 Durham Region:can you please remind us why leadership was changed to leaders?

 Jen Mitton:Thank you for clarifying :)

 Stacy Rybansky:i cannot see the results of the poll

 Shelley Westhaver:wasn't there a fourth goal added

 David Groulx:Was there not a 4th goal

 guest:Roberts Rules - have to approve the original amendment before add another amendment

 nriewe:I would agree that the second goal covers what is being suggested as an additional and don't feel the need for further clarification.

 Claudette Holloway:I suggest we need to include wording re access and equity in one of the goals-or perhaps this can be included in objectives as just suggested.

 Durham Region:can you please clarify what we are voting on?

 Durham Region:Thank you for the clarification

 nriewe:hello did we vote on the orginal 3 goals yet?

 Lori Webel-Edgar:did we actually vote on the amended vision and 3 goals

 Lori Webel-Edgar:yes thanks

 guest:need to follow Roberts Rules

 guest:Can you describe what this would look like in relation to ensuring that management would also have a voice?

 carol timmings:should the second whereas refer to nurses working in public healh?

 guest:of course

 Lori Webel-Edgar:makes sense

 guest:This means that non-nurses will be able to determine the practice of nursing, etc. - grave concerns

 Shelley Westhaver:If we have concerns on this one are we asking for this to be pulled in its entirety

 guest:there has already been a push to dilute PHNs and replace with non-nursing staff, lay staff, lpns, etc.

 guest:#3 is closed

 Shelley Westhaver:I think you answered my question

 Shelley Westhaver:okay

 carol timmings:sorry but I have to leave for another meeting.

 Lori Webel-Edgar:can you please make the resolution visible again.

 Lori Webel-Edgar:thank you

 guest:Please advise how elections will move forward?

 guest:Please advise how elections will move forward.

 guest:will there be speaches in prep of voting?

 guest:does this include 9?

 guest:Thank you

 Durham Region:Thank you for a good meeting and for all the work behind the scenes that brought us to this point.

 Shelley Westhaver:thanks

 Stacy Rybansky:happy summer everyone!

 Lori Webel-Edgar:thank you to all involved in faciltating

 David Groulx:Thank you for the great work!!