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| **MEAC Board of Directors Meeting** | **Date:**February 11, 2013 |
| **Time: Convened:** 12:00 PM EST**Adjourned**2:02 PM EST |
| **Type of Meeting:** Conference call |
| **Attendees:** | Board members: Heidi Fillmore; Henci Goer, Kristi Ridd-Young; Mary Yglesia; Andrea Ferroni; Jeanne Madrid; Holly SchollesStaff: Jo Anne Myers-Ciecko; Sandra Bitonti Stewart; Karin Borgerson; Jessica Kelly-Shaieb |
| **Absent:** | Sheila Simms-Watson; Kathryn Montgomery |
| **Notes taken by:** | Karin Borgerson |
| ***Minutes*** |
| **Agenda Item:**  | Minutes from 1/14/2013 | **Presenter:**  | Kristi |
| **Documents:** | 2a BOD meeting minutes\_2013\_01\_14.docx |
| **Discussion:**  | Jeanne and Henci raised questions about whether draft minutes accurately captured discussion of use of SSN as identifier.Minutes will be amended to read “Board agreed to amend requirement in upcoming revisions of guidelines.” |
| **Conclusions:** | Motion to accept minutes as amended: Henci. Second: Jeanne. Opposed: None. Abstaining: None. |
| **Action Items** | **Person Responsible** | **Deadline** |
| * Update minutes from 1/14/2013 to reflect change noted above.
 | Sandra |  |
| Change to P+P ? | Change to Handbook? | Notify public or schools? |

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| **Agenda Item:**  | Report: MEAC Executive Committee January 30, 2013 | **Presenter:**  | Kristi |
| **Documents:** | 2b Minutes Executive Committee\_2013\_01\_30.docx |
| **Discussion:**  | Kristi presented the report. No board action required. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
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| **Agenda Item:**  | Finance | **Presenter:**  | Mary |
| **Documents:** | 3a Profit and Loss Budget v.Actual\_2013\_02\_04.pdf |
| **Discussion:**  | We have already received most of our revenue for the fiscal year, with about $19k outstanding, mostly from SER and site visit fees scheduled to come in late in the year.Expenses are tracking higher than budget and in line with expectations as discussed in November. |
| **Conclusions:** | Motion to accept these financial statements: Heidi. Second: Kristi. Opposed: none. Abstaining: none. |
| **Action Items** | **Person Responsible** | **Deadline** |
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| **Agenda Item:**  | Update on fundraising | **Presenter:**  | Sandra |
| **Documents:** | 3b Fundraising Update\_2013\_02.xlsx |
| **Discussion:**  | Many of this year’s individual contributors are lapsed donors who have not given in several years, showing opportunity for growth in this area. Sandra is planning a follow-up appeal to those who have not given.NACPM and AME have both made pledges (totaling $1250), but checks not yet received.After accounting for pledges, we need to raise $1250 to meet our goal. Upcoming AMO meeting might be a good opportunity. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
| * Contact directors at member schools regarding personal (not from the schools) contributions toward travel to US-MERA.
* Discuss details of contribution of miles to support travel.
 | HeidiSandra & Henci |  |
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| **Agenda Item:**  | Executive Director report | **Presenter:**  | Sandra |
| **Documents:** | 4a Executive Director Report 2013\_02.docx |
| **Discussion:**  | Sandra presented report.Best email to reach Karin is karin@meacschools.org.**Standards revision: Gathering feedback**Upcoming special board meeting, two town halls, survey to gather input. Board members invited to review the changes and arrange a call with Sandra ahead of 2/25 special meeting to discuss. Jo Anne has feedback from her meetings in Washington, DC to share.**Compliance with new standards:**Recent clarification from USDE suggests that they do not require special timelines or reports for coming into compliance, but that schools can comply with new standards on timeframe of regular re-accreditation cycle (except where specific issues are identified).Board discussed MEAC’s previous approach of prioritizing the changes in the standards and requiring a specific timeline for meeting new standards. This may go above and beyond USDE requirements, but several board members spoke in support of continuing this approach. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
| * Schedule conference call for Sandra, Jo Anne, Henci, Karin to discuss DC input and implications for survey.
* Staff will prepare proposal for priorities/timeline for compliance with new standards
 | SandraSandra, Jessica, Karin |  |
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| **Agenda Item:**  | School status report | **Presenter:**  | Karin |
| **Documents:** | 4b School Status Report\_2013\_02.doc |
| **Discussion:**  | Karin presented the report.Very busy year: six schools in or entering re-accreditation this year, plus ongoing interim reports and three substantive changes in progress. Three initial accreditations in process, with one more on the horizon.Budget was for one new SER fee this year and two next year; we’re trending ahead of that.Sandra asked for guidance from the board in thinking through fee structure, as our current structure weights payment late in the process, but much of the staff time is invested earlier than that. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
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| **Agenda Item:**  | Update from Washington, DC meetings | **Presenter:**  | Jo Anne |
| **Documents:** |  |
| **Discussion:**  | Jo Anne recently traveled to Washington, DC to meet with leadership convening around the release of the birth center study. Highlights:* ~20% of the participants in the birth center study were CPMs, and their outcomes were the same as other providers. This is getting a lot of attention, including from ACNM leadership.
* Several meetings with ACNM leadership, including collaboration opportunities, preparation for US MERA, and strategies for primary maternity care.
* NACPM board has identified midwifery education as a strategic priority. Planning for an education initiative focused on building a primary maternity care system
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| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
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| **Agenda Item:**  | MEAC website | **Presenter:**  | Mary |
| **Documents:** | 5a Website proposal\_2013\_02.docx |
| **Discussion:**  | We already have secured the $5000 FAM grant to support this work, and the board has already approved it, so focus now is to keep the board updated and seek input on key questions.Plan is to move forward with designer for new website, which will have a new look and feel but no change to logo at this time.Board supports creation of YouTube channel, Facebook account, Twitter feed. Discussion ensued about best channels for reaching our audiences.Multi-media/videos: We have identified someone who could help us with editing videos for very reasonable cost. Henci raised questions about other costs for videos around scripting, direction, filming as well as the investment of time and energy on the part of board and staff. In response, staff assured the Board that meeting the main mission of accreditation will take priority over developing training videos and presentations. It was also noted that offering appropriate training is integral to the functioning of our accreditation process. Mary proposed a board committee to provide guidance to staff on what should and should not be on the website. She offered to lead this committee and will seek help from other Board members. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
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| **Agenda Item:**  | Upcoming meetings | **Presenter:**  | Sandra |
| **Documents:** |  |
| **Discussion:**  | Note date change for June Board meeting to June 3. US MERA dates updated to April 19-21. |
| **Conclusions:** |  |
| **Action Items** | **Person Responsible** | **Deadline** |
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