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| **MEAC Board of Directors Meeting** | | | | | | **Date:**  January 22, 2014 | |
| **Time convened:**  12:04pm EST  **Time adjourned:**  2:30pm EST | |
| **Type of Meeting:** Teleconference | |
| **Attendees:** | | Board members: Kristi Ridd-Young; Mary Yglesia; Jeanne Madrid; Andrea Ferroni; Henci Goer; Heidi Fillmore; Nichole Reding  Staff: Sandra Bitonti Stewart; Jessica Kelly-Shaieb; Karin Borgerson | | | | | |
| **Absent:** | | Sheila Simms-Watson; Kathryn Montgomery | | | | | |
| **Notes taken by:** | | Jessica Kelly-Shaieb; Karin Borgerson | | | | | |
| ***Minutes*** | | | | | | | |
| **Agenda Item:** | Consent Agenda | | | **Presenter:** | | Kristi Ridd-Young | |
| **Documents:** | 2013-12-2 MEAC BOD meeting minutes DRAFT  2014-01 Profit and Loss  2014-01 Balance Sheet  2014-01 Executive Director Report  2013-14 MEAC Committees  2014-12-19 Executive Committee Meeting Minutes  2013-12-12 Notes MEAC NARM liaison committee meeting  2013-12-05 AMO Planning Team  2013-12 ACCAHC notes\_Nichole Reding  2013-12 Report to MEAC from ACCAHC\_Jo Anne  2014-01 Update on US MERA activities | | | | | | |
| **Discussion:** | Mary states that she and Sandra are working on way to share P&L and balance sheets to make them more readable and addresses Kristi’s question about projected income.  Sandra describes status of 2013 and 2014 Annual Appeal to FAM for grant.  Additional school representative needed on P&P Committee listed in MEAC Committee report.  Mary and Kristi express concern about increased NARM fees and required completion of forms reflected in the 2013-12-12 Notes MEAC NARM liaison committee meeting. Jeanne volunteers to regularly monitor the NARM website for changes.  Sandra reports on plans and support for planning team working on the spring meeting 2013-12-05 AMO Planning Team.  No concerns about 2013-12 ACCAHC notes from Nichole Reding and Jo Anne Myers-Ciecko. Nichole notes that the organization is anxious to increase participation of midwives. | | | | | | |
| **Conclusions:** | Motion to accept the consent agenda: Henci. Second: Andrea. Abstain: None. Opposed: None. | | | | | | |
| **Action Items** | | | | **Person Responsible** | | | **Deadline** |
| * Jeanne Madrid to regularly monitor NARM website for changes. | | | | Jeanne Madrid | | | On-going |
| Change to P+P ? | | | Change to Handbook? | | Notify public or schools? | | |

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| **Agenda Item:** | Accreditation Activity –  Birthwise Midwifery School Interim Report on Standard 1-C-1 | | | **Presenter:** | | Andrea Ferroni & Henci Goer | |
| **Documents:** | 2014-01ARC Report on BMS Interim 2013-06-30 | | | | | | |
| **Discussion:** | Heidi Fillmore recuses herself from the discussion and leaves call.  Andrea and Henci present their independent reviews of the material and summarize the ARC Report. Karin assists with background information on USDE regulation. Board considers comments from both Independent Board Reviewers.  Henci proposes an amendment requiring inclusion of specific language regarding the commitment to completion in applicant materials, documentation of that language, and a plan for providing it.  Question from Board about implementation of Benchmark Scoring for Interim Reports. Decision not to use Scoring at this time.  Andrea leaves the call. | | | | | | |
| **Conclusions:** | Motion to accept Henci’s amendment to the ARC Report: Jeanne. Second: Nichole. Abstain: Heidi. Opposed: None.  Motion to accept the ARC Report with Henci’s amendment: Nichole. Second: Kristi. Abstain: Heidi. Opposed: None. | | | | | | |
| **Action Items** | | | **Person Responsible** | | | | **Deadline** |
| * Amend Report and notify school. | | | Karin Borgerson | | | | February 2014 |
| Change to P+P ? | | Change to Handbook? | | | Notify public or schools? yes | | |

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| **Agenda Item:** | Accreditation Activity –  National Midwifery Institute  Interim Report on Standard 1-C-1 | | | **Presenter:** | | Mary Yglesia | |
| **Documents:** | 2013-10 NMI IR ARC Report | | | | | | |
| **Discussion:** | Heidi Fillmore rejoins call.  Mary presents her independent review of the materials and summarizes the ARC Report.  Jessica provides background on school’s history with this Benchmark.  Mary expresses concern that no interim report is required, despite the Benchmark being Not Met. She recommends amending the ARC Report to require an Interim Report, due in conjunction with the upcoming Annual Report, to include all demonstration points related to 2013 Standards Benchmark I.C5. | | | | | | |
| **Conclusions:** | Motion to accept the ARC Report with the proposed amendment: Henci. Second: Heidi. Abstain: None. Opposed: None. | | | | | | |
| **Action Items** | | | **Person Responsible** | | | | **Deadline** |
| * Amend Report and notify school. | | | Jessica Kelly-Shaieb | | | | February 2014 |
| Change to P+P ? | | Change to Handbook? | | | Notify public or schools? yes | | |

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| **Agenda Item:** | Accreditation Activity –  Birthingway College of Midwifery  Interim Report on Standard 1-C-1 | | | **Presenter:** | | Mary Yglesia | |
| **Documents:** | 2014-01 ARC Report on BCM Interim 2013-07-01 | | | | | | |
| **Discussion:** | Nichole Reding recuses herself from the discussion and leaves the call. (Andrea Ferroni had already left call.)  Mary presents her independent evaluation of the materials and summarizes the ARC Report, which requires Interim Reports through spring 2016. | | | | | | |
| **Conclusions:** | Motion to accept the ARC Report as written: Mary. Second: Jeanne. Abstain: Nichole, Andrea. Opposed: None. | | | | | | |
| **Action Items** | | | **Person Responsible** | | | | **Deadline** |
| * Finalize Report and notify school. | | | Karin Borgerson | | | | February 2014 |
| Change to P+P ? | | Change to Handbook? | | | Notify public or schools? yes | | |

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| **Agenda Item:** | Accreditation Activity –  Midwives College of Utah  Interim Report on Standard 1-C-1 | | **Presenter:** | | Mary Yglesia | |
| **Documents:** | 2013-12 ARC Report on MCU Interim 2013-07-01 | | | | | |
| **Discussion:** | Kristi Ridd-Young recuses herself from the discussion and leaves the call.  Mary presents her independent review of the materials and summarizes the ARC Report. Mary recommends that the ARC report be amended to include the following language under ARC comments: “The Board notes that a more robust response would include the documentation of specific policies developed and strategies employed to improve completion rates as well as detailed information on who is responsible for completing each of those tasks and evidence that the policies/strategies have been implemented” | | | | | |
| **Conclusions:** | Motion to accept ARC report with amendment offered by Mary Yglesia (IBR): Heidi. Second: Jeanne. Abstain: Kristi. Opposed: None. | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? yes | | |

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| **Agenda Item:** | Overview of MEAC Standards Compliance Planning | | **Presenter:** | | Sandra Bitonti Stewart | |
| **Documents:** | Compliance Plan\_concept for spreadsheet | | | | | |
| **Discussion:** | Sandra provided brief overview of plans to develop compliance plans for schools in conjunction with the 2013 Annual Reports. | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? yes | | |

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| **Agenda Item:** | Upcoming Meeting Schedule | | **Presenter:** | | Sandra Bitonti-Stewart | |
| **Documents:** |  | | | | | |
| **Discussion:** | MEAC Board Meeting. February 26, 2014. 11:30-1:30pm EST  MEAC Board Meeting. March 26, 2014. 12:00 – 2:00pm EST  MEAC Board Meeting. May 21, 2014. 12:00-2:00pm EST | | | | | |
| **Conclusions:** |  | | | | | |
| **Action Items** | | | **Person Responsible** | | | **Deadline** |
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| Change to P+P ? | | Change to Handbook? | | Notify public or schools? | | |