

<b>MEAC Board of Directors Meeting</b>						<b>Date: 12/07/17</b>	
						<b>Time Convened: 10:05am PST</b>	
						<b>Time Adjourned: 12:28pm PST</b>	
<b>Type of Meeting: Call</b>							
<b>Attendees (Present Yes/No):</b>							
<b>Board Members</b>							
Abigail Aiyepola	Yes	Karen Ehrlich	Yes	Courtney Everson	Yes	Heidi Fillmore	No
Henci Goer	Yes	Rachel Hargy	Yes	Cassandra Jah	Yes	Melissa Mayo	Yes
Safiya McCarter	Yes	Kristi Ridd-Young	Yes				
<b>Administrative Staff</b>							
Rachael Bommarito	Yes	Amari Fauna	Yes	Trixi Packmohr	No	Timberly Robinson	Yes
<b>Guests:</b>							
<b>Notes taken by:</b> Amari Fauna							

### Minutes

<b>Agenda Item:</b>	Call to Order	<b>Presenter:</b>	Kristi Ridd-Young
<b>Documents:</b>			
<b>Discussion:</b>	Welcome Melissa Mayo, new Board member!		
<b>Conclusions:</b>			
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ?	Change to Handbook?	Notify public or schools?	

<b>Agenda Item:</b>	Strategic Planning and Executive Committee Update	<b>Presenter:</b>	Kristi Ridd-Young
<b>Documents:</b>			
<b>Discussion:</b>	<p>USDE Recognition: Kristi gives an overview of our timely submission of the NACIQI report and next steps of in-person testimony. No discussion.</p> <p>Executive Committee: Kristi, Cassandra Jah, and Timberly Robinson explain timeline for Board election ballots and voting for a Board President-elect. Board votes due 12/11/17 to select between Courtney Everson and Cassandra Jah. No discussion.</p> <p>2018 Board Meetings will be scheduled via upcoming survey. No discussion.</p>		
<b>Conclusions:</b>			
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓	Submit ballots for President Elect.	Board Members	12/11/17
✓	Send survey to schedule 2018 meetings.	Timberly Robinson	
Change to P+P ? No	Change to Handbook? No	Notify public or schools? No	

<b>Agenda Item:</b>	Consent Agenda	<b>Presenter:</b>	Kristi Ridd-Young
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<b>Documents:</b>	Budget vs Actual Report (FY 2017-18), Cashflow Statement (FY 2017-18), School Status Report		
<b>Discussion:</b>	No discussion.		
<b>Conclusions:</b>	Rachel Hargy moves to accept the consent agenda. Henci Goer seconds. Opposes: none. Motion passes.		
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓			
Change to P+P ? no	Change to Handbook? no	Notify public or schools? no	

<b>Agenda Item:</b>	Accreditation: FSTM Monitoring Report	<b>Presenter:</b>	Cassandra Jah
<b>Documents:</b>	FSTM 2017-12-10 MR Staff and IBR Report		
<b>Discussion:</b>	Rachel Hargy recuses herself from the call and screenshare.  Cassandra introduces monitoring report for Benchmark X.A1 and recommendation of Met-2 with no additional reporting. Board discusses.		
<b>Conclusions:</b>	Cassandra Jah moves to accept the recommendation with no further reporting. Kristi Ridd Young seconds. Recusals noted. Abstains: none. Opposes: none. Motion passes.		
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓	Write final Board Report	Amari Fauna	
Change to P+P ? No	Change to Handbook? No	Notify public or schools? Yes	

<b>Agenda Item:</b>	Accreditation: MIA Monitoring Report	<b>Presenter:</b>	Karen Ehrlich
<b>Documents:</b>	MIA 2017-09-27 MR Staff and IBR Report		
<b>Discussion:</b>	Rachel Hargy rejoins the call.  Karen introduces monitoring report for Benchmark V.A2 and recommendations. Board discusses.		
<b>Conclusions:</b>	Cassandra Jah moves to accept recommendation of Met-1 with no follow-up reporting. Karen Ehrlich seconds. Recusals: none. Abstains: none. Opposes: none. Motion passes.		
	<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓	Write final Board Report.	Amari Fauna	
Change to P+P ? no	Change to Handbook? no	Notify public or schools? yes	

<b>Agenda Item:</b>	Accreditation: BMS Monitoring Report	<b>Presenter:</b>	Henci Goer
<b>Documents:</b>	BMS 2017-10-13 MR Staff and IBR Report		
<b>Discussion:</b>	Melissa Mayo recuses herself from the call and screenshare.  Henci introduces monitoring report for Benchmark V.D1 and IBR recommendation of Met-2. Recommendation that no additional monitoring reporting be required, but that school does submit final notification from New		

Hampshire authorizing agency, as soon as it is available.		
<b>Conclusions:</b> Karen Ehrlich moves to accept the IBR recommendation. Kristi Ridd-Young seconds. Recusals noted. Abstains: none. Opposes: none. Motion passes. This decision vacates the BMS 2017-10-13 Compliance Report.		
<b>Action Items</b>		<b>Person Responsible</b>
✓ Write final Board Report.		Amari Fauna
Change to P+P ? No	Change to Handbook? No	Notify public or schools? Yes

<b>Agenda Item:</b> Annual Reports: BCM	<b>Presenter:</b> Cassandra Jah, Rachel Hargy
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**Documents:**

**Discussion:** Melissa Mayo rejoins the call. Amari Fauna recuses herself from the call, Rachael Bommarito takes minutes.

Board discusses criteria for how Completion and Retention Improvement plans will be evaluated:

- Is the content of the plan relevant to improvement?
- Is the plan thoughtful in assessing internal and external barriers to improved outcomes?
- Do strategies match identified barriers?

Cassandra introduces BCM’s improvement plan. Cassandra and Rachel present IBR recommendation that Board find KI-9 satisfactory for midwifery program. Board discusses whether KI-9 is applicable to lactation program. Board determines that KI-9 is not applicable for lactation program as it has programmatic accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and is no longer accredited by MEAC.

**Conclusions:** Karen Ehrlich moves to accept IBR recommendation to find KI-9 satisfactory for midwifery program. Safiya McCarter seconds. Recusals noted. Abstains: none. Opposes: none. Motion passes.

<b>Action Items</b>		<b>Person Responsible</b>
✓ Write Annual Report Final Board Report		ACs
Change to P+P ? no	Change to Handbook? no	Notify public or schools? yes

<b>Agenda Item:</b> Annual Reports: MLL	<b>Presenter:</b> Cassandra Jah
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**Documents:**

**Discussion:** Amari Fauna rejoins the call.

Cassandra introduces the school’s Completion and Retention improvement plan. Board discusses. Question of accurate data calculations and why specific cohort years were included. Courtney explains the methodology. Amari confirms numbers match methodology. Cassandra as IBR recommends a finding of unsatisfactory.

<b>Conclusions:</b> Cassaundra Jah moves to find Key Indicator 9 unsatisfactory. Henci Goer seconds. Recusals: none. Abstains: Karen Ehrlich. Opposes: none. Motion passes. This decision will result in a Compliance Report, due 60 days from notification, to submit a completion improvement plan.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓ Write Annual Report Final Board Report	ACs.	
Change to P+P ? no	Change to Handbook? no	Notify public or schools? yes

<b>Agenda Item:</b> Annual Reports: NCM	<b>Presenter:</b> Courtney Everson	
<b>Documents:</b>		
<b>Discussion:</b> Cassaundra Jah recuses herself from the call and screenshare.  Courtney introduces the school's improvement plan. Board discusses.		
<b>Conclusions:</b> Henci Goer moves to accept the improvement plan and KI-9 as satisfactory. Kristi Ridd-Young seconds. Recusals noted. Abstains: none. Opposes: none. Motion passes.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓ Write Annual Report Final Board Report	ACs	
Change to P+P ? no	Change to Handbook? no	Notify public or schools? yes

<b>Agenda Item:</b> Annual Reports: SWTC	<b>Presenter:</b> Courtney Everson	
<b>Documents:</b>		
<b>Discussion:</b> Cassaundra Jah rejoins the call.  Courtney introduces the school's improvement plan. Board discusses.		
<b>Conclusions:</b> Kristi Ridd-Young moves to accept the improvement plan and find KI-8 and KI-9 as satisfactory. Safiya McCarter seconds. Recusals: none. Abstains: none. Opposes: none. Motion passes. This decision vacates the SWTC 2017-12-10 Compliance Report.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
✓ Write Annual Report Final Board Report	ACs	
Change to P+P ? no	Change to Handbook? no	Notify public or schools? yes

<b>Agenda Item:</b> Executive Director Update	<b>Presenter:</b> Timberly Robinson	
<b>Documents:</b>		
<b>Discussion:</b> Upcoming events: meeting with Accreditation Commission for Midwifery Education to hear how they conduct their site visits. Meeting to be scheduled in January with an accreditation software company.  MEAC Fundraising Kick-Off: Timberly shared a slide of information about how we can reach out to donors.		
<b>Conclusions:</b>		

Action Items		Person Responsible	Deadline
✓			
Change to P+P ? no	Change to Handbook? no	Notify public or schools? no	

<b>Agenda Item:</b>	Board Changes	<b>Presenter:</b>	Abigail Aiyepola
<b>Documents:</b>			
<b>Discussion:</b>	Abigail announces that she will be stepping down as a member of the Board of Directors. This will leave the role of Board Secretary vacant.		
<b>Conclusions:</b>			
Action Items		Person Responsible	Deadline
✓ Elect/appoint a new Board Secretary. ✓ Appoint a new Board Member to complete Abigail's term.			
Change to P+P ? no	Change to Handbook? no	Notify public or schools?	