



<h1>MEAC Member School Meeting</h1>	Date: April 15, 2019							
	Time Convened: 1pm Central							
	Time Adjourned: 2pm Central							
Type of Meeting: conference call with screen share								
Attendees (Present Yes/No):								
MEAC Member Schools								
Bastyr Department of Midwifery								
• no								
Birthingway College of Midwifery								
• no								
Birthwise Midwifery School								
• Yes: Heidi Fillmore								
Florida School of Traditional Midwifery								
• no								
Maternidad La Luz								
• no								
Mercy in Action College of Midwifery								
• Yes: Kristen Benoit and Vickie Penwell								
Midwives College of Utah								
• Yes: Megan Koontz								
National College of Midwifery								
• Yes: Margaret Garcia and Cassaundra Jah								
National Midwifery Institute								
• no								
Nizhoni Institute of Midwifery								
• no								
Southwest Wisconsin Technical College								
• Yes: Hillary Schlinger								
MEAC Board Members								
Mariana Cerqueira	no	Aimee Eden	no	Karen Ehrlich	yes	Andrea Maya Johnson	no	
Heidi Fillmore	yes	Rachel Hargy	no	Cassaundra Jah	yes			
Melissa Mayo	no	Safiya McCarter	no	Kristi Ridd-Young	no			
MEAC Administrative Staff								
Rachael Bommarito	yes	Amari Fauna	yes	Trixi Packmohr	yes	Jessica Shaieb	Kelly-	yes
Guests								
Sharon Wells – College of Traditional Midwifery								
Notes taken by: Rachael Bommarito								

Minutes

Agenda Item:	Action Items from last member school meeting (2019-01-14)	Presenter:	Cassaundra Jah Megan Koontz Trixi Packmohr Amari Fauna
Documents:			
Discussion:	1. Several schools have been accessing the resources on the MEAC website. Has the information been helpful? (Cassaundra Jah) <i>Feedback</i>		
	<ul style="list-style-type: none"> Add links to forms/worksheets used in accreditation applications. 		

2. Have the collaborative calls been useful to school personnel? (Megan Koontz)

Call times:

- Clinical Directors: first Friday of the month at 2:00 PM MT
- Presidents/Directors: 2nd Tuesday of the month at 2:30 PM MT
- Academic Directors: first Monday of the month at 12 PM MT

Feedback:

- Continue to check-in with participants re times/dates. Some schools are unable to attend.
- One participant reports that the Presidents/Directors call has been useful.

3. What is the status of the School “Shopping Sheets”? (Trixi Packmohr)

- Kristi Ridd-Young, MEAC Vice President of Outreach, is working on this project with two volunteer midwifery students from BMS. They are creating a user-friendly format to share the information and have added a few more questions to the original spreadsheet. They hope to send the survey out to schools within the next month.

4. MEAC Staff Structure was adjusted to have a Director of Accreditation and an Executive Director focusing on accreditation and governance respectively. Many years in the making MEAC is adjusting the board structure as well. (Amari Fauna)

- Executive Director responsibilities split into two positions:
 - Director of Accreditation, Amari Fauna
 - Interim Executive Director, Trixi Packmohr
- Amari Fauna will contact member schools in the next few weeks to provide further information about MEAC staff structure and who to contact for various types of information.

Conclusions:

Action Items	Person Responsible	Deadline
✓ Check-in with member schools re time/dates for collaborative calls	Call organizers	
✓ Contact member schools to provide further information about MEAC staff structure	Amari Fauna	
Change to P+P? no	Change to Handbook? no	Notify public or schools? yes

Agenda Item: MEAC Board Split Proposal	Presenter: Heidi Fillmore (MEAC Board Vice President of Accreditation)
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Documents:

Discussion: Primary reasons for restructuring the Board

- Long-term sustainability
- Efficiency in operations

Two units of the Board

Governance Board (GB)

- 5-7 members, including 1 public member
- Executive Director (a) reports to this Board and (b) oversees CEU Coordinator, Administration, Director of Development, MAST
- Examples of responsibilities:
 - Fundraising
 - Budget and financial oversight
 - Recruitment and nominations
 - P&P
 - USDE Recognition
 - CEU
 - Coordinating Annual Reports
 - Interprofessional Relationships
 - Public Relations/Outreach

Board of Reviewers (BOR)

- 5-11 members, including 1 public member
- Director of Accreditation (a) reports to this Board and (b) oversees Accreditation Coordinators
- Examples of responsibilities:
 - Reviewing accreditation materials submitted by schools
 - Making accreditation decisions
- Composition of BOR:
 - Peers (i.e., people who are currently, or have been in the past, involved in a MEAC-accredited school and are familiar with MEAC standards)

Additional structures

Executive Committee

- Chair of Board of Reviewers
- Chair of Governance Board
- Vice President of Outreach and Development
- Treasurer
- Secretary

Site Visitors

Bylaw changes

- MEAC member schools will vote on bylaw changes when they are available.
- Feedback: Consider including language in the bylaws re whether or what percentage of GB/BOR members must be midwives.

Accreditation is a peer review process

- A call to member schools to volunteer for BOR and GB



Conclusions:		
Action Items	Person Responsible	Deadline
✓		
Change to P+P ?	Change to Handbook?	Notify public or schools?

Agenda Item:	MAST – Meet the Accreditation Doula	Presenter:	Michelle Gober (MAST Accreditation Doula)
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Documents:	
Discussion:	<p>Michelle Gober is not present.</p> <p>Cassandra Jah provides an overview of Michelle’s background and goals as the Accreditation Doula.</p> <p>Michelle is a</p> <ul style="list-style-type: none"> • Certified Professional Midwife • graduate of a MEAC-accredited school. <p>Michelle is committed to:</p> <ul style="list-style-type: none"> • Communicating directly with schools who have shown an interest in accreditation. • Outreach to schools who have not made contact. • Liaison between current and potential schools as needed. • Providing educational resources to schools. • Maintaining up to date information on the website and social media. • Providing clarity about the accreditation process, where she is able.

Conclusions:		
Action Items	Person Responsible	Deadline
✓		
Change to P+P ?	Change to Handbook?	Notify public or schools?

Agenda Item:	Questions and Answers	Presenter:	Cassandra Jah (MEAC Board President)
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Documents:	
Discussion:	<p>Questions:</p> <p>Were other Board models considered? Yes. Models were solicited. They were all quite similar. Separating out accreditation and governance responsibilities. Main difference: would these be committees of the Board or be two separate Boards. Two separate units</p> <p>Other accrediting agencies are structured this way (e.g., ACME for CNMs)</p> <p>Next meeting: Annual Member School Meeting on July 15, 2019</p>
Conclusions:	