

<h1>MEAC Board of Directors Meeting</h1>		Date: June 3, 2020					
		Time Convened: 12:05pm PST, 1:05pm MST, 2:05pm CST, 3:05pm EST					
		Time Adjourned: 2:15pm PST, 3:15pm MST, 4:15pm CST, 5:15pm EST					
Type of Meeting: Screen Sharing and Audio via Zoom Meeting ID: 2906463019							
Attendees (Present Yes/No):							
Board Members							
Aimee Eden	No	Karen Ehrlich	Yes	Gina Gerboth	Yes	Cassandra Jah	Yes
Katie Krebs	Yes	Safiya McCarter	Yes	Whitney Mesyef	Yes	Abigail Reece	No
Kristi Ridd-Young	Yes						
Administrative Staff							
Rachael Bommarito	Yes	Amari Fauna	Yes	Trixi Packmohr	Yes	Marissa Delgado Ohoyo	Yes
Jessica Baynes	No						
Guests: Michelle Gober, Midwifery Accreditation Support Track (MAST)							
Notes taken by: Rachael Bommarito and Marissa Delgado Ohoyo							

Minutes

Agenda Item:	Consent Agenda	Presenter:	
Documents:	<ul style="list-style-type: none"> • 2020-04 ICM MEAC Alignment Infographic (2).pdf • 2020-04-08 Board Meeting Minutes_draft.docx • BudgetvsActualsFY2019-2020-FY20PL June 1.pdf • Director of Accreditation Report May 2020.pdf • Executive Director Report May 2020.pdf • Independent Board Review Assignments June and July 2020.pdf • June 2020 School Status Report.pdf • Section E Fees- Revised for 2020-2021.pdf 		
Discussion:	None.		
Conclusions:	Cassandra Jah moves to accept the consent agenda. Karen Ehrlich seconds. Recused: none Opposed: none Abstaining: none Motion passes.		
Action Items		Person Responsible	Deadline
✓			
Change to P+P? No	Change to Handbook? No	Notify public or schools? No	

Agenda Item:	Proposed Budget and Fee Structure for Fiscal Year 2020-2021	Presenter:	Trixi Packmohr
Documents:	<ul style="list-style-type: none"> • Budget FY 2020-2021 proposed.xls • MEAC Proposed Budget 20-21.ppt 		

Discussion: MEAC Executive Director, Trixi Packmohr, provides a presentation on the budget.

- MEAC Fiscal Year July 1, 2020-June 30, 2021
- Historical Overview – Income vs. Expenses
- Historical Overview – Revenue Stream
- Income vs Expenses FY 2020-2021 (one version with travel, one version assuming no travel due to COVID-19)
- Income overview: sustaining fees, donation and grants, continuing education application fees, carry-over funds from current fiscal year, reserve fund
- Projected Budget Expenses: full audit, possible unemployment payments, additional AC hire for sustaining and succession planning, increase of wages due to hiring Development and Fundraising Director and additional staff hours due to unusually high accreditation activities.
- Wish for a new website

Board discusses.

Conclusions: Karen Ehrlich moves to approve the budget as presented assuming no travel restrictions (i.e., including travel expenses).
 Kristi Ridd-Young seconds.
 No further discussion.
 Recused: none
 Opposed: none
 Abstaining: none
 Motion passes.

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

Agenda Item: E&A statement	Presenter: Katie Krebs
Documents: <ul style="list-style-type: none"> • E & A Statement 06-2020.docx 	
Discussion: <p>Katie Krebs presents a draft equity statement that would guide decision-making processes as an organization and form the basis of an equity review of standards in the future. MEAC would publish the statement, and the public could hold MEAC accountable. The Equity and Access Committee is requesting feedback on the content of the statement.</p> <p>Comments from Board members:</p> <ul style="list-style-type: none"> • I think it is great. Really well done. Good work. • It clearly defines MEAC’s sphere of influence. • This is a living statement. There is an expectation that it will evolve. <p>Board discusses how to convey to MEAC stakeholders and the public that this is a working/living document.</p>	
Conclusions: Kristi Ridd-Young moves to adopt the equity statement with the inclusion of its living nature in the introduction paragraph or on the website where it is published.	

<p>Cassandra Jah seconds. Further discussion: Cassandra Jah invites staff members to comment. Any organizational statement should be understood to include staff and Board. Recused: none Opposed: none Abstaining: none Motion passes.</p>			
Action Items		Person Responsible	Deadline
<ul style="list-style-type: none"> ✓ Adopt MEAC Equity Statement ✓ Include comment about its living nature in the intro paragraph or on the website where it is published. 		Katie Krebs	
Change to P+P? No	Change to Handbook? No	Notify public or schools? No	

Agenda Item: Project X Presentations	Presenter: Karen Ehrlich & Cassandra Jah		
Documents:			
Discussion: Two Board members present on the work they are doing as part of MEAC’s engagement with Project X.			
<p>Karen Ehrlich discusses topics, including racism, culture, white supremacy culture, white fragility, and forms of microaggression such as microassaults, microinsults, and microinvalidation</p> <p>Cassandra Jah introduces the concept of racial scaffolding, and describes a resource that is specific to one’s personal evolution with anti-racism.</p> <p>Cassandra Jah describes insights she has gained from:</p> <ul style="list-style-type: none"> • Robin DiAngelo (2015) White fragility and the rules of engagement. • Effland and Hays (2018) A web-based resource for promoting equity in midwifery education and training: Towards meaningful diversity and inclusion. <i>Midwifery</i>, 61, 70-73. • Citizenship and Social Justice (n.d.). Poetry performances (Video Series). <p>Cassandra also shares some of her personal writing.</p> <p>MEAC guest, Michelle Gober of the Midwifery Accreditation Support Track (MAST) program departs meeting.</p>			
Conclusions:			
Action Items		Person Responsible	Deadline
<ul style="list-style-type: none"> ✓ Prepare presentation for August 5, 2020 Board meeting. 		Abby Reese, Kristi Ridd-Young, Whitney Mesyef	8/5/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? No	

Agenda Item:	Accreditation: NMI 2020-03-12 MR	Presenter:	Gina Gerboth
Documents:	<ul style="list-style-type: none"> • NMI 2020-03-12 MR Staff & IBR Report.pdf Background: • NMI 2019-07-25 MR Board Report_corrected.pdf School submission: • 3.12. SER MEAC.pdf 		
Discussion:	<p>Gina Gerboth presents the IBR review and recommendation.</p> <ul style="list-style-type: none"> • V.C4 Met-2 with no additional reporting required at this time <p>Board discusses.</p>		
Conclusions:	<p>Karen Ehrlich moves to accept the IBR recommendation of Met-2 for benchmark V.C4 with no additional reporting required at this time. Cassandra Jah seconds. No further discussion. Recused: none Opposed: none Abstaining: none Motion passes.</p>		
Action Items		Person Responsible	Deadline
✓ Notification to school		Rachael Bommarito	6/17/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes	

Agenda Item:	Accreditation: NMI 2020-01-25 MR	Presenter:	Kristi Ridd-Young
Documents:	<ul style="list-style-type: none"> • NMI 2020-01-25 MR Staff & IBR Report.pdf Background: • NMI 2019-04-25 MR Final Board Report.pdf • NMI 2019-07-25 CR Final Board Report.pdf • NMI Reaccreditation Final Board Report.pdf School Submission: • Jan_25_2020_MEAC_ARC_INSTITUTION_RESPONSE_National Midwifery Institute - 1-25-2020.pdf 		
Discussion:	<p>Kristi Ridd-Young presents the IBR review and recommendation.</p> <ul style="list-style-type: none"> • I.B1 Met-3, exceeds expectations for this benchmark • II.D1 Met-2 with no additional reporting required at this time <ul style="list-style-type: none"> ○ Include note about review of didactic and clinical portions of curriculum in Board Report to school. • II.D2 Met-2 with no additional reporting required at this time • III.B3 Met-2 with no additional reporting required at this time <ul style="list-style-type: none"> ○ Board discusses whether this benchmark applies to NMI. Director of Accreditation provides background and insight. IBR provides analysis of compliance with the benchmark. • III.D1 Met-2 with no additional reporting required at this time <ul style="list-style-type: none"> ○ Include recommendation to improve annual survey in Board Report to school. • IV.C3 Met-1 with no additional reporting required at this time. 		

- Describe weaknesses related to methods for evaluation of clinical sites and documentation of ongoing evaluation in Board Report to the school.
 - V.A2 Met-1 with no additional reporting required at this time.
 - Include concern about timeline for contingency plan in Board Report to school.
- Board discusses significant improvement NMI has demonstrated since its last reaccreditation review.

Conclusions: Karen Ehrlich moves to accept the IBR report as written.
Safiya McCarter seconds.
Further discussion regarding the correspondence and distance education.

Karen Ehrlich withdraws the motion.
Safiya McCarter accepts.

Karen Ehrlich moves to accept the IBR recommendations for all benchmarks except III.B3.
Safiya McCarter seconds.
No further discussion.
Recused: none
Opposed: none
Abstaining: none
Motion passes.

Karen Ehrlich moves to accept the IBR recommendation for benchmark III.B3.
Kristi Ridd-Young seconds.
Further discussion of NMI’s submission, the IBR analysis, and the applicability of the benchmark.
Recused: none
Opposed: none
Abstaining: 1
Motion passes.

Action Items		Person Responsible	Deadline
✓ Notification to school		Rachael Bommarito	6/17/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes	

Agenda Item: Accreditation: NMI 2020-01-25 CR	Presenter: Kristi Ridd-Young
Documents:	
<ul style="list-style-type: none"> ● NMI 2020-01-25 CR Staff & IBR Report.pdf Background: ● NMI RA Final Board Report.pdf School Submission: ● Jan_25_2020_MEAC_ARC_INSTITUTION_RESPONSE_National Midwifery Institute - 1-25-2020.pdf; 	

Discussion: Kristi Ridd-Young presents the IBR review and recommendations.		
<ul style="list-style-type: none"> • V.D3 Met-2 with no additional reporting required at this time Board discusses.		
Conclusions: Karen Ehrlich moves to accept the IBR recommendation.		
Cassaundra Jah seconds.		
No further discussion.		
Recused: none		
Opposed: none		
Abstaining: none		
Attendees absent from the vote: 1 (one board member temporarily leaves the meeting and does not vote)		
Motion passes.		
Action Items		Person Responsible
✓ Notification to school		Rachael Bommarito
6/17/20		
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes

Agenda Item:	Accreditation: FSTM 2020-01-30 MR	Presenter:	Whitney Mesyef
Documents:	<ul style="list-style-type: none"> • FSTM 2020-01-30 MR Staff & IBR Report Background: <ul style="list-style-type: none"> • FSTM 2019-02-08 CR Board Report.pdf • FSTM 2019-10-30 MR Board Report.pdf School submission: <ul style="list-style-type: none"> • FSTM Monitoring Report VB2 013020.pdf 		
Discussion:	Whitney Mesyef presents the IBR review and recommendations.		
	<ul style="list-style-type: none"> • V.B2 Met-1, continue reporting as previously assigned <ul style="list-style-type: none"> ○ FSTM has demonstrated compliance with the benchmark, but MEAC should continue to monitor implementation of fiscal improvement plan. 		
Conclusions:	Karen Ehrlich moves to accept IBR recommendation.		
	Cassaundra Jah seconds.		
	No further discussion.		
	Recused: none		
	Opposed: none		
	Abstaining: none		
	Motion passes.		
Action Items		Person Responsible	Deadline
✓ Notification to school		Rachael Bommarito	6/17/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes	

Agenda Item:	Accreditation: FSTM 2020-01-07 CR	Presenter:	Whitney Mesyef
Documents:	<ul style="list-style-type: none"> • FSTM 2020-01-07 CR Staff & IBR Report.pdf Background:		

	<ul style="list-style-type: none"> • FSTM 2017 Assets to Liabilities Worksheet.xls • FSTM 2018 AR Final Board Report.pdf • FSTM 2018 AR_Auditors' Report.pdf • FSTM_2018 Annual Reporting Workbook 083019.doc <p>School submission:</p> <ul style="list-style-type: none"> • BalanceSheet 122519.pdf • Current Asset to Liability Ratio FSTM 122019 - Assets to Liabilities.pdf • Monitoring Reporting V.B2 V.B4 122519 (10-30-2019).pdf • ProfitandLoss 122519.pdf • Purchased Services Agreement E Stanaback 070219.pdf 		
Discussion:	<p>Whitney Mesyef presents the IBR review and recommendation.</p> <ul style="list-style-type: none"> • V.B2 Met-1, continue reporting as previously assigned <ul style="list-style-type: none"> ○ FSTM has demonstrated compliance with the benchmark, but MEAC should continue to monitor implementation of fiscal improvement plan. • V.B4 Met-1, no additional reporting required at this time <p>Board discusses.</p>		
Conclusions:	<p>Cassandra Jah moves to accept IBR recommendation. Kristi Ridd-Young seconds. No further discussion. Recused: none Opposed: none Abstaining: none Motion passes.</p>		
Action Items		Person Responsible	Deadline
✓ Notification to school		Rachael Bommarito	6/17/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes	

Agenda Item:	Accreditation: BCM 2020-01-15 MR	Presenter:	Cassandra Jah
Documents:	<ul style="list-style-type: none"> • BCM 2020-01-15 MR Staff & IBR Report.pdf <p>Background:</p> <ul style="list-style-type: none"> • 2019-06-20 BCM Teach-Out Board Report and CL.pdf <p>School Submission:</p> <ul style="list-style-type: none"> • 1.15.2020 MEAC Teach Out Monitoring Report.pdf • DOE Closeout & Records Retention Procedures.pdf • Records Retention Schedule-V6M.pdf 		
Discussion:	<p>Cassandra Jah presents the IBR review and recommendation.</p> <p>Reporting requirements:</p> <ul style="list-style-type: none"> • Students not on track to finish classes before March 29, 2020: Adequate, no new reporting requirements assigned • Students not of track to finish clinical experiences before October 31, 2022: Adequate, no new reporting requirements assigned 		

<ul style="list-style-type: none"> • Completion plans and teach-out agreements: Adequate, no new reporting requirements assigned • Legal requirements for disposition of records: Inadequate, additional monitoring report due approximately 9 months prior to closure • Plan for disposition of records: Inadequate, additional monitoring report due approximately 9 months prior to closure <p>Board discusses.</p> <p>Gina Gerboth and Safiya McCarter depart the meeting prior to the vote. There are now five board members present. There is still a quorum.¹</p>			
<p>Conclusions: Cassaundra Jah moves to accept the IBR recommendations. Karen Ehrlich seconds. No further discussion. Recused: none Opposed: none Abstaining: none Motion passes.</p>			
Action Items		Person Responsible	Deadline
✓ Notification to school		Rachael Bommarito	6/17/20
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes	

Agenda Item:	Accreditation: NCM Reaccreditation Extension (Cassaundra Jah recused)	Presenter:	Amari Fauna
Documents:	<ul style="list-style-type: none"> • NCM Accreditation Extension (CJah recused).pdf 		
Discussion:	<p>Cassaundra Jah recused, departs meeting.</p> <p>Director of Accreditation, Amari Fauna, describes the rationale for extending NCM’s period of accreditation.</p> <p>MEAC is currently in the process of completing a normal comprehensive review of the institution (reaccreditation process) but the process has been impacted by the COVID-19 interruptions. A virtual site visit was conducted in lieu of a full in-person site visit in March 2020, but per USDE requirements and guidance from legal counsel, an accreditation decision is not able to be made until after a follow-up in-person site visit has occurred.</p> <p>Per USDE guidance <i>20-007 COVID-19 Accreditors from OMB 3.17 S (1)</i>, MEAC has been granted discretion to “extend the term of accreditation, for a reasonable period of time during the COVID-19 interruptions, for an institution that is undergoing renewal of accreditation and was scheduled to have a site visit during a COVID-19 interruption.” NCM qualifies for this</p>		

¹According to MEAC Bylaws, “... a majority of the entire Board present or by written proxy shall constitute a quorum for the transaction of business. A quorum, once attained at a meeting, shall be deemed to continue until adjournment, notwithstanding the voluntary withdrawal of enough Directors to leave less than a quorum” (p. 6).

extension of accreditation to allow the comprehensive review to be completed.		
Board discusses.		
Conclusions: Karen Ehrlich moves to grant extension of National College of Midwifery's accreditation starting July 1, 2020, pending outcome of comprehensive review to include in-person site visit at an as yet undetermined but reasonable date. Whitney Mesyef seconds. Board discusses terms undetermined and reasonable. Recused: Cassaundra Jah. Opposed: none Abstaining: none Motion passes.		
Action Items		Person Responsible
✓ Notification to school		Marissa Delgado Ohoyo
Change to P+P? No	Change to Handbook? No	Notify public or schools? Yes

Agenda Item: Future Meeting Dates	Presenter: N/A	
Documents:		
Discussion:	Board of Directors: 3-5pm Eastern/2-4pm Central/1-3pm Mountain/12-2pm Pacific June 3, 2020, July 8, 2020, August 5, 2020, September 9, 2020, October in-person 8-10 Executive Committee: 3-4pm Eastern/2-3pm Central/1-3pm Mountain/12-1pm Pacific July 1, 2020 September 2, 2020, November TBD	
Conclusions:	Karen Ehrlich moves to adjourn. Katie Krebs seconds. Recused: none Opposed: none Abstaining: none Motion passes.	
Action Items		Person Responsible
✓		
Change to P+P? No	Change to Handbook? No	Notify public or schools? No