



American Nurses Association

IMD Orientation



IMD Executive Committee/Membership Assembly Representatives

Michael (Dave) Hanson, Chair (Term: July 2016 – June 2018)

Maryann Dumas, Vice Chair (Term: July 2015 – June 2017)

George Rudloff, Secretary (Term: July 2016 – June 2018)

Membership Assembly Representatives (July 2015 – June 2017)

Rita Munley-Gallaher, Representative

Karen Zanni, 1st Alternate

Vacant, 2nd Alternate

Incoming Committee Members and Representatives (based on 2017 election)

Karen Zanni, Vice Chair (Term: July 2017 – June 2019)

Mitzi Fields, Membership Assembly Representative (Term: July 2017 – June 2019)

Rita Munley-Gallagher, Membership Assembly Representative 1st Alternate
(Term: July 2017 – June 2019)

Staff Support

Tina McRae-Phelps, Director of Constituent Relations & Membership Support



Purpose of the IMD

The Individual Membership Division (IMD) comprised of members in the ANA only membership category of the American Nurses Association (ANA) was established by an amendment to the ANA Bylaws on June 26 2003.

The purpose of the IMD shall be to provide the organizational structure to permit ANA individual members (those who elect to join ANA directly at the national level only) to participate in the governance of the IMD and ANA, as well as in the programmatic work of the ANA as expressed in the ANA Bylaws.

IMD Executive Committee Member Responsibilities

- **Maintain individual membership (ANA-Only) for the duration of elected term**
- **Is elected for a two-year term or until a successor is elected**
- **Should keep current on ANA's policies, positions and nursing/healthcare trends.**
- **Be available to travel, in capacity as the elected Representative to annual Membership Assembly (June or July of each year) (Chair)**
- **Review and remain current with the ANA Bylaws**
- **Review and remain current with the IMD Operating Procedures**
- **Understand and abide by the Code of Ethics for Nurses With Interpretive Statements**
- **Understand ANA Principles**
- **Remain current and develop understanding of proposed bylaws amendments/slate of candidates for national elections and rules**
- **Understand the Standing Rules for the Conduct of Business for the Membership Assembly**

Composition and Qualifications

The Executive Committee shall be comprised of three IMD officers: a Chairperson, a Vice-Chairperson, and a Secretary. The term of office for all officers shall be two years and they may serve no more than two consecutive terms in the same office. All officers must be Individual Members of the ANA to qualify for office.

Candidates and officers must not have a conflict of interest with respect to the ANA and any competing organization. . The operations of the IMD shall be coordinated by its Officers through the ANA staff assigned to support the IMD.

The Officers must be Individual Members who shall be elected by secret ballot election by the Individual Members, which election may be held by mail or by appropriate electronic means.

Duties of Officers

The Chairperson shall serve as the official representative of the IMD and delegate to the ANA House of Delegates; establish the order of the agenda for annual meetings; and shall attend the Constituent Assembly as the voting member of the Constituent Assembly.

The Vice-Chairperson shall assume the duties of the Chair in the Chair's absence or at the discretion of the Chair.

The Secretary of the IMD shall be responsible for ensuring that records are maintained of IMD meetings.

ANA Membership Assembly

The [ANA Membership Assembly](#) is the governing and official voting body of the American Nurses Association (ANA). It identifies and discusses issues of concern to members and provides direction to the [ANA Board of Directors](#).

One of the key responsibilities of the ANA Membership Assembly is to determine policy and positions for the Association. The meeting of the ANA Membership Assembly provides a forum for discussion of critical nursing practice and policy issues and input from a broad cross section of nursing leaders.

The ANA Membership Assembly is comprised of ANA members who are representatives from ANA's constituent member organizations (C/SNAs), Individual Member Division (IMD), affiliated organizations, or members of the ANA Board of Directors. Specifically,

- Two representatives elected from each C/SNA and the IMD; and
- One representative from each of ANA's Organizational Affiliates; and
- The ANA Board of Directors

Membership Assembly Policy and the IMD

- Each C/SNA and the IMD receives an apportioned allotment based on the a) minimum vote apportionment to a C/SNA or IMD specified by the ANA Bylaws (2 votes) and b) allotment of additional votes based on a percentage of total dues revenue paid to ANA by the C/SNA or IMD during a twenty four month preceding the Membership Assembly
- This apportionment calculation is based on the Membership Assembly Policy, Representation of C/SNAs and the IMD in the ANA Membership Assembly
- Votes allocated to a C/SNA or IMD for representation at the Membership Assembly shall be split evenly between the two voting representatives from each C/SNA or IMD out to one decimal point; and
- If only one representative from a C/SNA or IMD attends the Membership Assembly meeting, that representative shall cast all of the votes allocated to that C/SNA or IMD.

Membership Assembly Representatives Responsibilities

- **Maintain individual membership (ANA-Only) for the duration of elected term**
- **Is elected for a two-year term or until a successor is elected**
- **Should keep current on ANA's policies, positions and nursing/healthcare trends.**
- **Be available to travel, in capacity as the elected Representative to annual Membership Assembly (June or July of each year)**
- **Review and remain current with the ANA Bylaws**
- **Review and remain current with the IMD Operating Procedures**
- **Understand and abide by the Code of Ethics for Nurses With Interpretive Statements**
- **Understand ANA Principles**
- **Remain current and develop understanding of proposed bylaws amendments/slate of candidates for national elections and rules**
- **Understand the Standing Rules for the Conduct of Business**

IMD Election Cycle

- **Even Years: Election of Chairperson and Secretary**
- **Odd Years: Election of Vice Chairperson and Membership Assembly Representatives**
- **Terms = 2 years**
- **Election = electronic ballot, managed by ANA Election Vendor**
 - **Call for nominations occurs 60 days prior to election**
 - **Elections conducted in February**

Leadership Council

Definition:

The Leadership Council is an integrated approach to convening a representative body of C/SNAs and the IMD that deliberates, strategizes and advises on professional issues and organizational matters in collaboration with the Board of Directors, and reports to the ANA Membership

Responsibilities:

- Consult and collaborate with the Board of Directors on issues affecting the C/SNAs and the IMD
- Recommend future focused input on policies, positions, and programmatic budgetary priorities to the Board of Directors and report to the ANA Membership Assembly regarding professional issues and/or organizational matters.
- Promote the implementation of ANA policies and positions by C/SNAs and the IMD

Policy and Governing Documents

ANA Bylaws -

<http://www.nursingworld.org/FunctionalMenuCategories/AboutANA/Leadership-Governance/ANA-Bylaws.pdf>

IMD Operating Procedures -

<http://www.nursingworld.org/EspeciallyForYou/My-ANA/IMD/IMD-Operating-Procedures.pdf>

Code of Ethics for Nurses With Interpretive Statements -

<http://www.nursingworld.org/FunctionalMenuCategories/AboutANA/Leadership-Governance/Code-of-Ethics-For-Nurses.html>

Access to ANA Position Statements -

<http://www.nursingworld.org/MainMenuCategories/Policy-Advocacy/Positions-and-Resolutions>

Policy and Governing Documents - Cont.

ANA Principles - <http://www.nursingworld.org/principles>

Roles and Responsibilities : Membership Assembly -

<http://nursingworld.org/FunctionalMenuCategories/AboutANA/Leadership-Governance/Membership-Assembly/Profile-Membership-Assembly.pdf>

Standing Rules for the Conduct of Business -

<http://www.nursingworld.org/SpecialPages/2016-Membership-Assembly/Resources/Policies/Standing-Rules-Membership-Assembly.pdf>

Guide to the ANA Reference Proposal Process -

<http://nursingworld.org/FunctionalMenuCategories/AboutANA/Leadership-Governance/Standing-Committee/Reference-Committee/Guide-to-the-Reference-Process-2.pdf>

ANA Election Manual - <http://nursingworld.org/electionmanual>

Minutes from Previous Membership Assembly -

<http://www.nursingworld.org/FunctionalMenuCategories/AboutANA/Leadership-Governance/Membership-Assembly/Summary-2016-ANA-Membership-Assembly.pdf>

PRESENT: ANA Overview

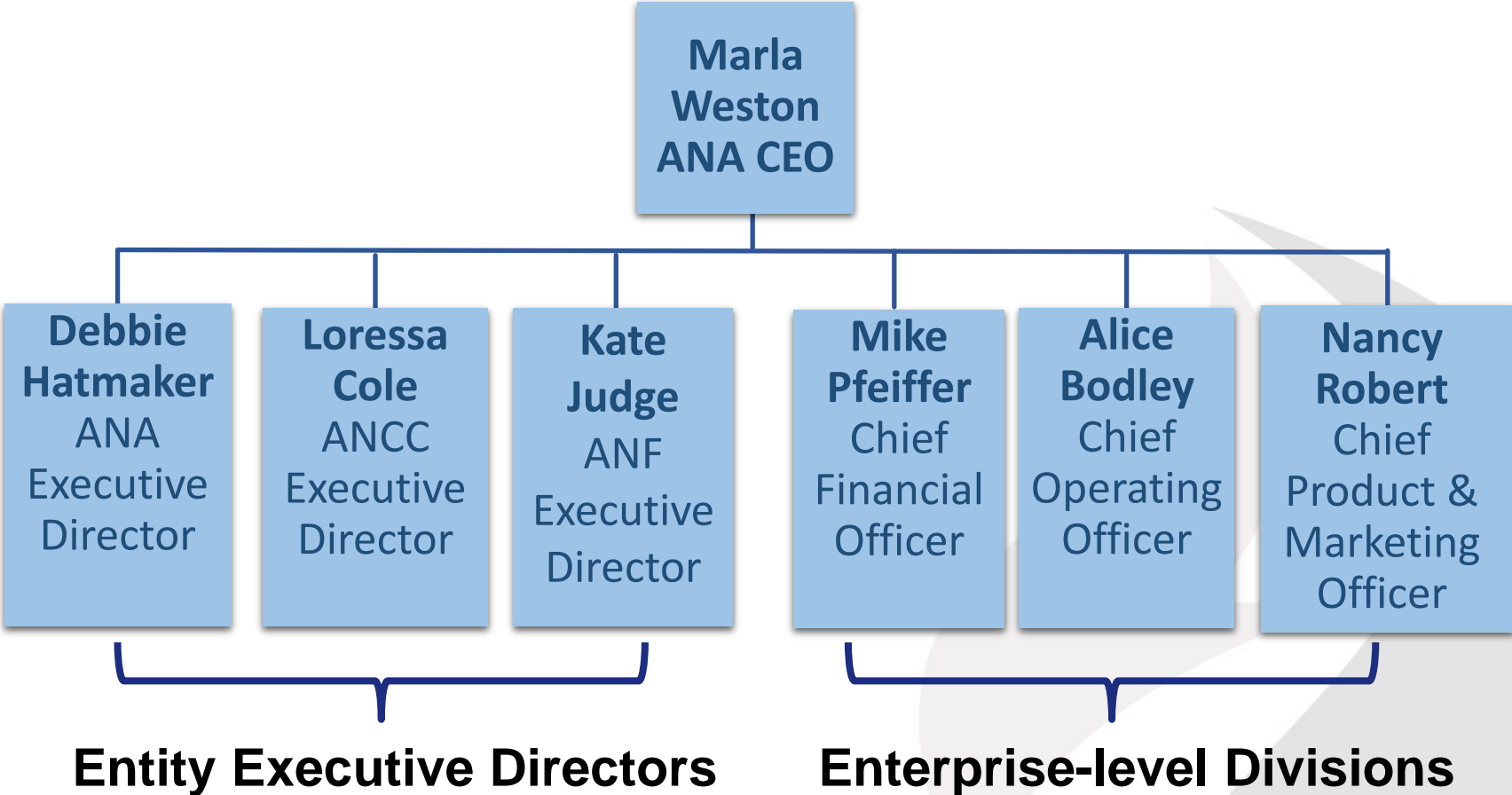
Nursing Practice is Changing

ANA  ENTERPRISE



SO ARE WE.

EXECUTIVE LEADERSHIP TEAM





AMERICAN NURSES
FOUNDATION

Transforming
THE NATION'S HEALTH
through the **POWER**
of Nursing



**PROMOTE
EXCELLENCE**
in NURSING AND HEALTH CARE
GLOBALLY
through credentialing programs.



ANA

AMERICAN NURSES ASSOCIATION

Nurses
ADVANCING OUR
PROFESSION
to improve health
FOR ALL



Transforming
HEALTH POLICY
and **PRACTICE** through
NURSING
KNOWLEDGE

ANA ENTITY MANAGEMENT TEAM

Debbie Hatmaker
Executive Director & EVP
ANA ED Office

Sarah Adam
Strategic Plan & Spec
Proj Mgr.
ANA ED Office

Michele Artz
Director, Government
Affairs
Government Affairs

Mary Jo Assi
VP, Nursing Practice &
Innovation
Nursing Prac & Work
Environment

Seun Ross
Director, NP&WE
Nursing Practice &
Work Environment

Jaime Dawson
Director, Prog. Ops.
Nursing Prac & Work
Environment

Stephen Fox
VP, Membership &
Constituent Relations
Membership &
Constituent Relations

Tina McRae-Phelps
Director, C/SNA
Relations
C/SNA Rel & Mbshp
Sup

Carol Cohen
Director,
Membership
Dev.
C/SNA Rel & Mbshp
Sup

Brezita Warrick
Mgr., C/SNA Mbrshp
Mktg
C/SNA Rel & Mbshp
Sup

Joan Hurwitz
VP, Communications
Communications

Veronica Byrd
Director, Public Relations
Communications

Susa McCutcheon
Asst. Director, Editor
Communications

Jessica Ek
Social Media En Manager
Communications

Cheryl Peterson
VP, Nursing Programs
Nursing Programs

Mary Beth Bresch White
Director, Health Policy
Nursing Programs

Janet Jackson
Project Director
Minority Fellowship

Center for Ethics &
Human Rights

NURSING PROGRAMS



COMMUNICATIONS



**MEMBERSHIP/
CONSTITUENT RELATIONS**



**LEADERSHIP
SERVICES**

GOVERNMENT AFFAIRS



2017-2020 Vision

All nurses as a **POWERFUL UNIFIED**
force in **ENGAGING CONSUMERS &**
TRANSFORMING HEALTH
& **HEALTH CARE**

<http://www.nursingworld.org/FunctionalMenuCategories/AboutANA/ANAStrategicPlan>



2017-2020 Strategic Goals

1

RN PROFESSION-WIDE ENGAGEMENT:

Increased number & engagement of nurses with ANA

2

NURSE-FOCUSED INNOVATION:

Innovation for health care improvement

3

NURSE-TO-CONSUMER RELATIONSHIPS:

Nursing as an integral partner in consumers' health & health care journey

Sharpening Our Focus

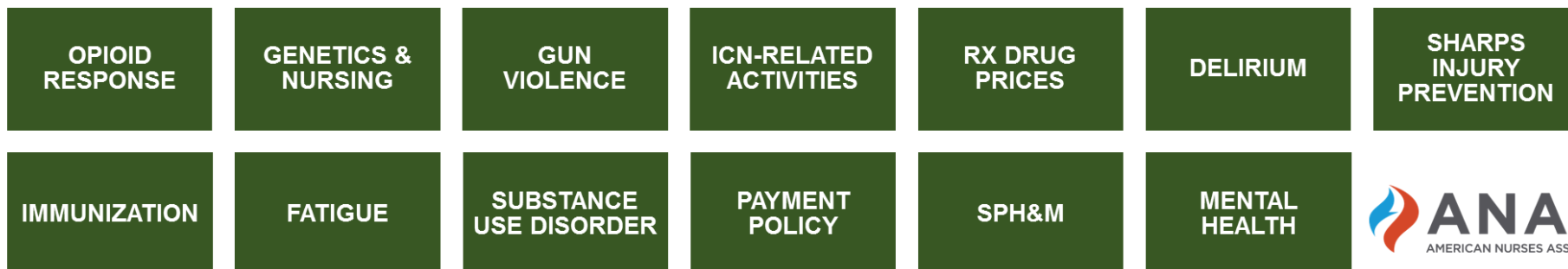
TIER 1: Full wrap-around suite of programs, products & services



TIER 2: Mid-level involvement, raises ANA's visibility externally & strengthens relationships



TIER 3: Monitoring only



Putting
It All
Together

OUR MISSION

ADVANCING OUR PROFESSION TO IMPROVE
HEALTH FOR ALL

OUR STRATEGIC DIRECTION

RN PROFESSION-WIDE
ENGAGEMENT

NURSE-FOCUSED
INNOVATION

NURSE-TO-CONSUMER
RELATIONSHIP

TOP PRIORITIES FOR 2017



Business Development

IMD Membership

- IMD ended 2016 with **6,243** members (-8.1%)
- IMD has members in **34** states (including: Alaska/Hawaii/DC)
- IMD can only be offered as a join option if member joins ANA from a state where that C/SNA agrees to allow IMD
 - With VPP expansion no new members allowed
- Once a member joins IMD, current practice allows them to continue as an IMD member even if they move to another state that does not allow IMD to be offered
- Currently, **17** C/SNAs allow new members to join IMD
 - In 14 C/SNAs, the IMD option has been removed (value pricing pilot C/SNAs and MN) but existing members are grandfathered in

IMD Membership Recruitment

- ANA offers IMD, it does not proactively market IMD
 - It is offered in the join process as an option when allowed
 - We do not run any campaigns to get members to join as IMD
- IMD exists for two reasons:
 - As an ANA value-price option to joint membership
 - IMD is \$191 vs joint membership at around \$300
 - To capture those prospective members who do not see value in joining their state association
- In the value pricing pilot, with prices below \$191, IMD was removed from the join option
 - 2016 VPP approved for expansion into 18 additional states
 - New states join the 7 from the original pilot

Key ANA Benefits

- Support for ANA's advocacy efforts which help to protect your practice and improve quality of care
- Discounts of up to \$150 on certification through the American Nurses Credentialing Center
- FREE monthly webinars on current or emerging nursing topics
- FREE and discounted Continuing Education modules
- FREE subscriptions to ANA journals (American Nurse Today and OJIN) and eNewsletters
- Exclusive member discounts on ANA conferences and products like the ANA Leadership Institute and ANA Nursebooks
- Access to member-only content on ANA's "NursingWorld" website
- Discounts on member-only insurance programs – professional liability, auto, term life, long term care

The IMD's Role

#1. **engage**

#2. **AWARENESS**

#3.  **participate**

#4.  **Get Involved**

#5.



The IMD routinely conducts the following activities or initiatives:

1. Meets monthly to stay abreast of ANA's programmatic and planning activities
2. Prepares and disseminates messages to IMD members to keep them abreast of volunteer opportunities, requests for feedback, summaries from the Membership Assembly
3. Conducts yearly elections to ensure engagement and continuity of IMD leadership
4. Conducts as necessary, IMD member engagement and awareness surveys
5. Reviews the IMD Operating Guidelines to ensure clarity and conformity to ANA Bylaws
6. Participates in the Membership Assembly and Leadership Council
7. Participates in ANA quarterly conference calls with C/SNA and IMD leadership
8. Congratulates IMD members engaged in work or recognized for achievement within ANA
9. Responds to IMD Member inquiries
10. Plans for and executes a yearly virtual annual meeting
11. Participates in the ANA Reference Proposal Process

A blue rectangular sign with a white border and rounded corners, mounted on two metal posts. The sign features the text "Time for Feedback" in a bold, white, sans-serif font. The background of the entire image is a blue sky with white clouds, overlaid with a large, semi-transparent clock face showing numbers from 8 to 12 and hands pointing to approximately 10:10.

**Time for
Feedback**

A Review of Confidentiality and Conflict of Interest

- **Confidentiality Statement:** Information received in the meetings may not be disclosed to anyone outside of these meeting participants unless the committee explicitly states that such information can be disclosed. It is our responsibility as committee members to ensure that the committee's **business matters are kept confidential when it is appropriate to do so.**
- **Conflict of Interest Disclosure:** If anyone has a conflict of interest, or what may be perceived as a conflict of interest that is related to any item on the agenda, you should disclose that at the start of all meetings or at the beginning of the agenda item so that the matter may be addressed. A conflict of interest can be financial or it can involve interests that you may have in other organizations or with respect to particular people when such interests are related to the discussion or decision of the committee.

Key Elements of Fiduciary Obligations

Committee members have an obligation to act in the best interest of the organization they serve.

Members of all ANA committees are expected to observe the 3 key fiduciary obligations:

- Duty of Care
- Duty of Loyalty
- Duty of Good Faith (fair dealing)

Duty of Care

- Duty to exercise reasonable care in acting on behalf of and in the best interest of the organization
- Reasonable care is that which is exercised by a prudent person under similar circumstances
- Duty to act honestly and in good faith
- Duty to make reasonable inquiry

Duty of Care (cont'd)

- Duty to maintain confidentiality
 - Any information that the organization identifies as confidential
 - Anything reasonably construed as confidential
 - Marked or unmarked
 - Trade Secrets
 - Value in privacy
 - Closed or Executive sessions
 - Attorney-client privilege

Duty of Loyalty

- Duty to have undivided loyalty
- Duty to act in the best interests of the organization
 - Put ANA interests above other personal, financial or professional interests
- Duty of loyalty requires avoidance of conflict of interest
- Conflicts may be actual, potential, apparent or perceived conflicts

Duty of Loyalty (cont'd)

- How to address and resolve a conflict of interest
 - Disclosure of a minor conflict will often resolve it
 - If disclosure is impossible because of confidentiality requirements of another organization, must recuse yourself
 - Obligation to disclose is ongoing
 - Appearance or possibility of conflict does not necessarily preclude participation
 - Recusal from discussion and voting on an issue where a serious conflict exists
 - Resignation if there is a serious, on-going conflict that precludes meaningful involvement in the Committee
 - This includes personal beliefs that interfere with the ability of the Committee or ANA to successfully move forward with its work
 - The Committee, upon motion and majority vote, may exclude or remove member

Duty of Obedience and Good Faith

- All federal and state laws and regulations (obedience)
- ANA's policies and procedures (obedience)
- ANA's mission, vision, direction (good faith and fair dealing)

- Conflict of Interest
- Speaking for the organization
- Relying on experts

A blue rectangular sign with a white border and rounded corners, mounted on two metal posts. The sign features the text "Time for Feedback" in a bold, white, sans-serif font. The background of the entire image is a blue sky with white clouds, overlaid with a large, semi-transparent clock face showing numbers from 8 to 12 and hands pointing to approximately 10:10.

**Time for
Feedback**

2017 Meeting Schedule Conducted by Conference Call

Date
May 9, 2017
June 13, 2017
July 11, 2017
August 8, 2017*
September 12, 2017
October 10, 2017
November 14, 2017

4 PM ET, 3 PM CT, 2PM MT, 1 PM PT

Special note: Annual IMD Virtual Meeting: June 27 :5 PM ET

Key Contact and Access information

- IMDChair@ana.org (monitored by ANA, messages forwarded to IMD Chair for appropriate follow-up)
- IMD Webpage: <http://www.nursingworld.org/Imd>