

Hello Prospective CNMA BOD Member,

Here is a summary about what is involved for the different CNMA board positions:

Regional Reps (2 from Southern CA, Northern CA and Central CA):

1. Calling into the BOD meeting once a month x 1.25-1.5 hrs. You are a voting member and your vote should represent the region.
2. Keeping in touch with the regional chapters so the regional director knows what is going on. Monica would add that the regional rep also is a voice for the members to the board. The regional rep should reach out to members and be a liaison regarding member comments, needs and requests.
3. Regional Rep should attend their own chapter meetings.
4. Possibly be involved with fund raising to support legislation that would help remove supervision. The regional rep should take initiative to be involved in events in their region and to develop relationships with the members of the region.
5. The regional rep takes a leadership role in organizing in-district visits when it comes to grassroots advocacy/legislation.

Treasurer:

1. Calling into the BOD meeting once a month x 1.25-1.5 hrs.
2. Providing a treasurer's report to the BOD once a month.
3. Maintain bank statements.
4. Working w/CPA re: filing taxes, reviewing books, etc.
5. Receiving funds for the annual mtg.
6. Writing checks to reimburse people for travel expenses.
7. Treasurer is a BOB voting member.

Secretary:

1. Send out the agenda to all the BOD members 10 days before the BOD Meeting.
2. Take minutes during the BOD meeting.
3. Send minutes to the president and other BOD members for corrections.
4. Get signature on minutes once the corrections have been made.
5. Send out final minutes to BOD members.
6. Store minutes on Drop Box.
7. Secretary is a BOD voting member.

Health Policy Committee Chair:

1. Lead HPC Webinars QOWeek.
2. Be on calls to Clear Advocacy QOWeek.
3. Advocate for Pro CNM Legislation.
4. Join APRN Calls when appropriate.
5. Be the liason to Clear Advocacy.
6. Network w/ACOG and CMA when appropriate.
7. Organize Lobby Day and visits w/legislators.
8. Decide when we need to give money to various candidates or organize events, help w/ events for important candidates who support midwifery legislative efforts.

Student Rep:

1. Do a monthly column for the electronic newsletter.
2. Be the contact person for SNM's in the state-for both in state and out of state learners.
3. Be aware of scholarship program. Be able to direct SNM's to application process.
4. Attend the ACNM Annual Meeting as the SNM Rep for the affiliate.
5. Give the SNM Annual Report at the meeting.
6. One of the biggest challenges is finding learning sites for distance learners. Not sure the SNM Rep can really solve this problem but it keeps coming up.
7. SNM Rep is not a voting member but is an active participant in the BOD meetings and will provide a monthly student report to the BOD.

Communications Chair:

1. Maintain website
2. Maintain newsletter
3. Be involved with Annual Meeting invitations, evaluations, AV equipment functioning.

President-Elect:

Have a year to transition to the president's position. During that year (from Oct 1 to Oct

1. Be present on calls to:
 1. APRN (3rd Tues of the month)
 2. Clear Advocacy calls-every other Tues.
 3. Calls with Cara Kinzelman every other Tues.
2. Attend 2 in-person meetings a year that alternate between Northern and Southern CA.
3. Attend MAC Meeting in Sacramento to the Medical Board
4. Attend BRN Meetings.

President:

1. See above.
2. Lead all BOD Calls.
3. Prepare the agenda, get approval for the agenda, approve the minutes along w/the secretary, make corrections, sign the minutes. Agenda should be out 10 days before the BOD calls.
4. Establish a quorum on the calls.
5. Lead the CNM Annual Meeting. Present the awards, introduce speakers if needed, recognize off going BOB members and welcome incoming BOD members.
6. Be the face of CNMA. Be prepared to give interviews, help draft legislation, review HPC information. Be prepared to have frequent conversations w/the HPC.
7. Write a monthly column for the CNMA newsletter.
8. Attend the ACNM Annual Meeting and represent the state affiliate during the Regional Meeting.
9. Be in touch with the ACNM National Office whenever necessary.