



FINANCE/MEMBERSHIP TEAM TELECONFERENCE

MONDAY, MARCH 11, 2019

8:30am Pacific/ 10:30am Central/ 11:30am Eastern

Present: Ricky Newton (*Chair*); Diane Gerards-Benage; Dawn Holcombe; Mariana Lamb; and Nichole East.

Absent: Warren Fong, M.D.; and Wendy Alfaro.

MINUTES

I. Finance Report:

A. **Balance as of** March 6, 2019: \$95,651

B. Industry Sponsors Update:

- On 2/25 Johnson & Johnson approved \$50,000 (unrestricted grant) for membership and \$10,000 (restricted grant) for USP 797/800 and is processing payment.

Discussion:

Ricky will share the details of the restricted grant once he is in receipt of it. JNJ is looking to COPA for national assistance and to NOSN for state assistance. This is a great opportunity to solicit other pharma for assistance as well.

Action:

This will be referred to the State Legislation Team.

- On 2/26 Celgene approved \$25,000 for membership and is processing payment.
- On 1/31 AstraZeneca's \$10,000 check was received for membership.
- On 2/5 Merck denied the membership request.

Discussion:

Dawn has another contact at Merck and will follow up with them to find the Government Relations person.

- On 2/28 Genomic Health, Incyte and Oncology Supply responded that they would submit the requests. Sheryl Riley is also communicating with several companies.
- Dawn is in communication with Sanofi and Spectrum.
- The NOSN Office will continue soliciting interested and new companies.

II. NOSN Partner Attendance:

A. Updated Attendance Report. (*Attached*)

Discussion:

1. The last Partner call was held in the evening to accommodate the working physicians partners, however, none of them were online. One more evening call will be held and if there isn't any physicians online, the calls will be moved back to the normal morning. This will also be discussed on the next monthly Partner call scheduled for March 20th.

NOSN Partner Attendance: (cont.)

Updated Attendance Report (cont.)

2. After reviewing the Partner attendance record, the following changes will be made:
 - Removal from the NOSN Distribution list:
 April Christensen, Linda DeAngelis, Jose Gonzalez, Barry Russo, Bobbi Sorensen, Lynn Staudter.
 - Will be officially voted in for their respective states:
 Loretta Goodson – voting partner for Georgia
 LaTanya Wooten – non-voting partner for Maryland
 Pat Troy – voting partner for Maryland
 Denise Johnstone – non-voting partner for New Jersey
 Peggy Barton – voting partner for Ohio/Michigan
 Robbi Cook – non-voting partner for Pennsylvania
 Tammy Chambers – voting partner for Texas
 Carol Teal-Christner – voting partner for Utah
 - Mariana will call Alice Mutch, Maine to discuss her lack of participation and registration for the Annual Meeting.
 Mariana will also call Denise to let her know that Sheryl will be the voting partner for New Jersey.

III.

2019 Annual Meeting:

A. Schedule (*Attached*)

B. Attendees:

Partners (22) + Guests (15) = 37

Sponsors (4) + Guests (1) = 5

Total = 42

- Celgene currently has two representatives Sedrick/Christian Lang registered to attend the annual meeting. According to their sponsorship, they are only allowed one. Do we make an exception since they were one of the first companies to support NOSN? Do we allow George as the third attendee?

Discussion:

Everyone agreed that since Celgene was one of the founding sponsors, they will allow them to have one additional attendee at the cost of \$1,000.

C. Total Estimated Meeting Costs for Annual Meeting \$89,074.66 (*Attached*)

To-date collected \$400 for guest dinner fee.

1. **Cost Breakdown:**

- **Amount paid to-date:**

Hotel Deposit \$ 5,000.00

Reception Deposit \$ 1,297.14

- **Spouse Reimb** -\$400.00

Masterminds -Allen \$ 500.00

Flights (11) \$14,396.50

Total \$20,793.64

2. **Outstanding expenses:**

Hotel (Rooms & F&B): \$45,990.66

Flights (11 more need to be paid for) \$11,000.00 (*estimate*)

Transportation to Dr. Millers Home: \$950.00

Reception at Dr. Millers Home: \$1,297.15

Uber to and from Airport: \$2,400.00 (*estimate*)

Luau: \$2,604.00

Transportation to Luau \$950.00

Partner travel expenses: \$5,500 (*based on 2018 info*)

Total \$70,691.81

2019 Annual Meeting: *(cont.)*

Total Estimated Meeting Costs. *(cont.)*

3. Revised Travel Reimbursement Policy and Expense Form. **(Attached)**

Discussion:

The Team agreed that having a clear policy is important and will lessen the chance of confusion.

Action:

Suggested change were:

- To cover traveler baggage for one bag.
- Reduce the meal limit to \$50.00 per travel day with receipts.

IV.

New Business:

- A. Current contract with Noteware and Rosa Government Relations is paid through March 2019, and will move forward on a month to month basis. Mariana will discuss the contract renewal at the next State Legislative Call.

Action:

Mariana will call Ricky to discuss this further and then present to the State Legislative Team.

V.

Next Teleconference:

The next Teleconference will be scheduled via email.

Meeting Adjourned at 9:29AM-PST.