

Oregon Council of Clinical Nurse Specialists (OCCNS)
Special Interest Group of Oregon Nurses Association (ONA) &
Affiliate of National Association of Clinical Nurse Specialists (NACNS)
18765 SW Boones Ferry Rd., Ste. 200 * Tualatin OR 97062

Rules of Order (Adopted 6/2025)

I. Name

The name of this group shall be the Oregon Council of Clinical Nurse Specialists (also known as OCCNS).

II. Membership

Membership in OCCNS is open to all ONA members who are prepared at the graduate level in nursing (masters or higher degree) and were educated as a Clinical Nurse Specialist (CNS); this includes retired CNSs. Those ONA members enrolled in a Nursing Graduate Program and are preparing to be a CNS are eligible to participate as non-voting members.

III. Purposes

- A. Provide a support network for Clinical Nurse Specialists.
- B. Provide a forum for discussion of advanced nursing practice issues.
- C. Promote the Clinical Nurse Specialist role and associated practice within ONA, to nursing, to other health professionals, to the health care community, and to the community at large.
- D. Act as a resource on clinical practice and health care issues for ONA through its Board of Directors, Cabinets, and other structural units, as well as the Oregon State Board of Nursing.
- E. Collaborate with other groups in areas of common concern.
- F. Initiate and/or support legislation of interest to the members of OCCNS.

IV. OCCNS Executive Board

- A. Composition shall be the chairperson, chairperson-elect, two board members and the past chairperson.
- B. Secretarial support is provided by ONA.
- C. Duties of the chairperson are to:
 - 1. Preside over OCCNS Executive Board and general meetings by preparing an agenda and reviewing and approving minutes for general and OCCNS Executive Board meetings.

2. Prepare a report for the ONA Board of Directors and the National Association of Clinical Nurse Specialists (NACNS) as requested.
3. Prepare a report on previous goals, outcomes, other activities and accomplishments, and goals for the coming year for the annual Book of Reports prior to each annual ONA convention.
4. Provide written information about issues related to CNS practice as requested by ONA, ANA, and/or NACNS.
5. Maintain a linkage with the Nurse Practitioners of Oregon and with NACNS.
6. Collaborate with the ONA Assistant Executive Director for Practice, Education and Research on activities, issues and problems.

B. Duties of the Chairperson Elect

1. Perform the duties of the Chairperson when not available.
2. Develop educational activities of OCCNS in collaboration with ONA and other groups.

C. Duties of the Board Members

1. Support and participate in the goals and activities of OCCNS.
2. Bring issues affecting CNS practice to the ONA Board of Directors.
3. Communicate and reach out to CNSs in the state of Oregon.

D. Duties of the Immediate Past Chair

1. Identify potential candidates for election or appointment to the ONA Board of Directors.
2. Be a consultant and mentor to the current Chairperson and Chairperson Elect.

V. Quorum

- A. A quorum of any meeting of the OCCNS Executive Board shall be three (3) Executive Board members, one of whom must be the Chairperson or Chairperson Elect.
- B. A quorum of the general membership meeting shall be three (3) OCCNS Executive Board members, one of whom shall be the Chairperson or the Chairperson Elect, and all voting members present.
- C. If no OCCNS members are present, the business meeting of the OCCNS shall be postponed.

VI. Elections, Terms of Office

- A. Elections shall be by mail or electronic ballot in March of every year to assume office in May of that year.
- B. Term of office is two years in length.
- C. Chairperson Elect is elected in odd years.
- D. OCCNS Executive Board Members are elected in even years. However, if there is a vacancy in odd years or there is a vacancy in even years but not in the March/May voting time period, a special election may occur by consent of the majority of the Executive Board.
- E. The Chairperson and Chairperson Elect shall each serve a two-year term. The Chairperson Elect is an elected position as the Chairperson elect succeeds the Chairperson.
- F. Vacancy in the Chairperson position is filled by the Chairperson Elect, or if no Chairperson Elect, by the Immediate Past Chair.

VII. Amendments to the Rules

- A. Proposals for amendments to these rules must be brought to the OCCNS Executive Board for consideration. Upon approval of the OCCNS Executive board, the proposed amendments and rationale for changes will be sent to the membership at least 14 days prior to the start of the vote.
- B. These rules may be amended at any regular or special meetings of the OCCNS membership, or via electronic vote of the membership, by majority vote of the members in good standing present and voting.

VIII. Bylaws

- A. The rules contained in the ONA Bylaws shall govern the Special Interest Group in all cases to which they are applicable and in which they are not inconsistent with the special rules of order of this group.
- B. Robert's Rules of Order shall be followed in the event of inconsistencies.

Adopted 6/2025