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| **Proceedings of the 2019 House of Delegates**  April 11, 2019  Dr. Elizabeth Shlom, Chair  Saratoga Springs, NY  Shaun Flynn, Executive Secretary  Dr. Thomas Lombardi, Parliamentarian | | |
| **Call to Order** | The first session of the 46th meeting of the House of Delegates of the New York State Council of Health-system Pharmacists was called to order at 1:00pm on April 11, 2019 by Elizabeth Shlom, Chair. All exits were noted. |  |
| **Greetings/Acknowledgements** | The Chair introduced the head table. |  |
| **Rules of the House**  *Dr Elizabeth Shlom* | Chair, Dr. Elizabeth Shlom, reviewed the rules of the House of Delegates. |  |
| **Roll Call of Delegates**-  *Mr. Shaun Flynn* | The Executive Secretary of the House called the roll of the Delegates | *A quorum was declared*  *present.* |
| **Minutes of the Previous Meeting** | The minutes of the 2018 House of Delegates meeting were posted on the official website of the New York State Council of Health-system Pharmacists and the delegates received links to the minutes. These minutes were considered received. | *Minutes approved by the*  *House.* |
| **Suspension of the Rules**  *Dr. John Manzo* | The rules of the house were suspended to afford the NYSCHP Research and Education Foundation an opportunity to address the house. | *The rules were suspended to allow for the report.* |
| **Preliminary Report of the Committee on Resolutions**  *Mr. Joseph Pinto* | **01-19** The New York State Council of Health-system Pharmacists supports the development and implementation of a common electronic health record accessible to pharmacists and healthcare providers that allows pharmacists to update a patient’s medication list when appropriate.  **2-19** The New York State Council of Health-system Pharmacists supports the incorporation of the education on transgender patient care into New York State pharmacy school curricula.  **3-19** The New York State Council of Health-system Pharmacists supports the expansion of basic healthcare access in medically underserved regions of the United States through utilization of pharmacists.  **4-19** New York State Council of Health-system Pharmacists supports inclusion of pharmacy technicians in pharmacy-led medication reconciliation services to improve patient safety and transitions of care.  **5-19** The New York State Council of Health-system Pharmacists supports the establishment of Medication Safety Officer position or equivalent position, a dedicated pharmacist who is directly responsible for and leads health system strategies to prevent, manage, and improve medication-use practices.  **6-19** The New York State Council of Health-system Pharmacists supports that the NY State Board of Pharmacy require the use and implementation of USP <797> compounding of sterile preparations and USP <800> for hazardous drug handling.  **7-19** The New York State Council of Health-system Pharmacists supports development of a penicillin skin testing pilot program that includes pharmacist administration, with oversight by the Board of Pharmacy with a goal of updating the definition of the practice of pharmacy.  **8-19** NYSCHP supports promoting “tech check tech” programs in institutional settings, which involve a highly trained pharmacy technician performing the checking of another technician’s order-filling accuracy. Furthermore, NYSCHP supports the employing institution validating the technician’s ability to perform “tech check tech” though formal competency assessments, as well as specific requirements for education, registration, and/or certification.  **9-19** The New York State Council of Health-system Pharmacists supports the recommendation to request that all New York State schools of pharmacy offer the opportunity to obtain a Bachelors in Professional Studies Degree to the students enrolled in their professional program with additional areas of study and opportunities in the career of pharmacy.  **10-19** The New York State Council of Health-system Pharmacists supports a standardized curriculum for the training of pharmacy technicians pursuing certification. Training programs should be accredited by a nationally­ recognized accreditation body. Certified pharmacy technicians should maintain this certification through nationally-accredited continuing education.  **11-19** Imposter Phenomenon, in essence, is the idea that you’ve only succeeded due to chance, not because of your talent or qualifications. Individuals with Imposter Phenomenon experience intense feelings that their achievements are undeserved and worry that they are likely to be exposed as a fraud1. This self-doubt can cause people who have Imposter Phenomenon to overwork, which contributes to high levels of burnout. The New York State Council of Health-System Pharmacists supports the delivery of a state-wide Imposter Phenomenon survey to pharmacy students, residents and health system pharmacists in order to assess the role it plays in our profession. If the survey finds a level of distress of 25% or greater, the council will implement an educational program to help mitigate the impact of Imposter Phenomenon. | *Report received by the*  *House.* |
| **Report of the Committee on Nominations –** *Mr. Christopher Jadoch* *Dr. Anthony Longo* | The Committee on Nominations announced the nominees for the following offices:  President-Elect Ruth Cassidy and Travis Dick  Director, Education and Workforce Karen Berger and Nicole Cieri-Hutcherson  Director, Pharmacy Management Mary Choy and Amisha Leimbach  Director, Pharmacy Management Liz Cobb and Daryl Schiller  President Longo announced the nominees for the Vice President of Public Policy are Andrew Kaplan and Leigh Briscoe Dwyer. | **# 1 APPROVED:** To accept  the report of the Nominations Committee. |
| **Suspension of the Rules**  *Dr. Anthony Longo* | The rules of the House were suspended to afford the candidates for Vice President of Public Policy an opportunity to address the house. | *The rules were suspended to allow for the candidates to address the HOD.* |
| **Report of the Vice President of Public Policy**  *Dr. Andrew Kaplan* | Dr. Kaplan presented his report. | **# 2 APPROVED:** To accept  the report of the Vice President of Public Policy |
| **Position Statement Review-**  *Dr. Andrew Kaplan* | **11-14**  The New York State Council of Health-system Pharmacists supports a standardized curriculum for the training of pharmacy technicians. Such curriculum must be accredited by ASHP or approved by the NYS Board of Pharmacy. Successful completion of such a curriculum should be a prerequisite for certification by examination as a pharmacy technician for all persons seeking such certification on or after January 1, 2020. (**Recommended to sunset –resolution 10-19 was provided to consolidate 11-14, 12-14 and 13-14** ) | **# 3 APPROVED:** To sunset 11-14 |
| **Position Statement Review-**  *Dr. Andrew Kaplan* | **12-14**  The New York State Council of Health-system Pharmacists supports continuing education for pharmacy technicians. Such continuing education requirements should, at a minimum, include 10 hours of education per year of registration with at least one hour of education each year relative to NYS pharmacy law and one hour of live education each year in the domain of medication safety. Continuing education for pharmacy technicians should be accredited by ACPE and monitored through the NABP system. (**Recommended to sunset –resolution 10-19 was provided to consolidate 11-14, 12-14 and 13-14**) | **# 4 APPROVED:**  To sunset 12-14 |
| **Position Statement Review-**  *Dr. Andrew Kaplan* | **13-14**  The New York State Council of Health-system Pharmacists recognizes the following with regard to grandfathering of pharmacy technicians: 1. The Council supports recognition of certified technicians (PTCB) who have not completed a standardized curriculum prior to 1/1/2020 2. The Council opposes any exemption or “grandfathering” of technicians who do not pass the PTCB examination or equivalent with the exemption of a registered pharmacy technician who submit~~s~~ to the Board of Pharmacy an application for exemption and provides evidence of a minimum of five years of employment within the last eight years as a pharmacy technician 3. The Council supports the use of alternative titles for unlicensed support personnel who are unable to pass the PTCB examination. (**Recommended to sunset –resolution 10-19 was provided to consolidate 11-14, 12-14 and 13-14**) | **# 5 APPROVED:**  To sunset 13-14 |
| **Report of the Executive Director-**  *Mr. Shaun Flynn* | The Executive Director presented the report. | **#6** **APPROVED**: To accept the report of the Executive Director. |
| **Report of the Treasurer**  *Dr. William Prescott* | The Treasurer presented his report. | **#7** **APPROVED**: To accept the report of the Treasurer. |
| **Report of the Director of Chapter Services-**  *Dr. Matthew Zak* | Dr. Zak presented the report. | **#8** **APPROVED**: To accept the report of the Director of Chapter Services. |
| **Report of the Director of Education and Workforce Development-**  *Dr. Heide Christensen* | Dr. Heide Christensen presented the report. | **# 9** **APPROVED**: To accept the report of the Director of Education and Workforce Development. |
| **Report of the Director of Pharmacy Practice-**  Dr. Mary Choy | Dr. Mary Choy presented the report. The position statements are addressed separately. | **# 10 APPROVED:**  To accept the report of the Director of Pharmacy Practice. |
| **Report of the Director of Pharmacy Management-**  *Dr. Robert Berger* | Dr. Berger presented the report. | **#11 APPROVED:** To accept the report of Pharmacy Management. |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Add two student delegates as voting members of the House of Delegates per the recommendation at the April 2018 HOD. | **#12 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Define Meetings and Committees of House of Delegates in the Regulations of the HOD instead of the bylaws. | **#13 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Define the term of office for delegates by changing from: "the next election and certification" to "following the next session of the House of Delegates."  Amended to read:  “until the next session of the House of Delegates at the Annual Assembly.” | **#14 APPROVED AS AMENDED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Remove language regarding Affiliations from the Bylaws that is duplicative of the language that is in the Constitution. | **#15 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Create common process for nomination and election of all Board of Directors by electing the Treasurer and VP for Public Policy by the full membership instead of at the HOD. | **#16 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Retitle the Director of Education and Workforce Development Director of Education and Professional Development. | **#17 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Remove the definition of the fiscal year so that it can be established by the BOD and the Finance Committee. | **#18 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Strike the language regarding recording of Committee Meetings and include it in the Policy on Committee structure, functions and responsibilities. | **#19 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Define the presiding officers at the House of Delegates | **#20 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Make plural terms regarding the House of Delegates singular so that the Bylaws are consistent with single session of the House of Delegates | **#21 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Redefine Official Insignia as per ASHP recommendation to include trade names, trademarks, service names, and service marks as necessary. | **#22 APPROVED** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Remove the Definition of Meetings and Committees of House of Delegates from the Bylaws and include in the Regulations of the HOD. | **#23 APPROVED** |
| **Report of the Director of Industry Affairs-**  *Dr. Elizabeth Cobb* | Dr. Cobb presented the report. | **#24** **APPROVED**: To accept the report of the Director of Industry Affairs. |
| **Report of the Director of Communication Services-**  *Dr. Angela Cheng* | Dr. Cheng presented the report. | **#25** **APPROVED**: To accept the report of the Director of Communication Services. |
| **Recommendations**  *Dr. Elizabeth Shlom* | There were no recommendations. |  |
| **Appointment of Tellers-**  *Dr. Elizabeth Shlom* | Tellers were appointed. Courtney Caimano, Christine Rahme and Patricia Byrne. |  |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **01-19** The New York State Council of Health-system Pharmacists supports the development and implementation of a common electronic health record accessible to pharmacists and healthcare providers that allows pharmacists to update a patient’s medication list when appropriate.  Amended to:  The New York State Council of Health-system Pharmacists supports the development and implementation of a common National electronic health information network accessible to pharmacists and healthcare providers that allows pharmacists to update a patient’s medication list when appropriate. | **#26 Resolution Adopted as Amended.** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **2-19** The New York State Council of Health-system Pharmacists supports the incorporation of the education on transgender patient care into New York State pharmacy school curricula. | **#27 Resolution Adopted** |
| **Final Report of the Committee on Resolutions-** *Mr. Joseph Pinto* | **3-19** The New York State Council of Health-system Pharmacists supports the expansion of basic healthcare access in medically underserved regions of the United States through utilization of pharmacists. | **#28 Resolution Adopted** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **4-19** New York State Council of Health-system Pharmacists supports inclusion of pharmacy technicians in pharmacy-led medication reconciliation services to improve patient safety and transitions of care.  Amended to:  New York State Council of Health-system Pharmacists supports inclusion of pharmacy technicians in pharmacist-led medication reconciliation services to improve patient safety and transitions of care. | **#29 Resolution Adopted as Amended** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **5-19** The New York State Council of Health-system Pharmacists supports the establishment of Medication Safety Officer position or equivalent position, a dedicated pharmacist who is directly responsible for and leads health system strategies to prevent, manage, and improve medication-use practices. | **#30** **Resolution Adopted** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **6-19** The New York State Council of Health-system Pharmacists supports that the NY State Board of Pharmacy require the use and implementation of USP <797> compounding of sterile preparations and USP <800> for hazardous drug handling.  Amended to:  The New York State Council of Health-system Pharmacists supports that the NY State Board of Pharmacy require the use and implementation of USP <795> pharmaceutical compounding non-sterile products, USP <797> compounding of sterile preparations and USP <800> for hazardous drug handling. | **#31** **Resolution Adopted as Amended** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **7-19** The New York State Council of Health-system Pharmacists supports development of a penicillin skin testing pilot program that includes pharmacist administration, with oversight by the Board of Pharmacy with a goal of updating the definition of the practice of pharmacy.  Amended to:  The New York State Council of Health-system Pharmacists supports development of a penicillin skin testing program that includes pharmacist administration, with oversight by the Board of Pharmacy with a goal of updating the definition of the practice of pharmacy. | **#32** **Resolution is Adopted as Amended** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **8-19** NYSCHP supports promoting “tech check tech” programs in institutional settings, which involve a highly trained pharmacy technician performing the checking of another technician’s order-filling accuracy. Furthermore, NYSCHP supports the employing institution validating the technician’s ability to perform “tech check tech” though formal competency assessments, as well as specific requirements for education, registration, and/or certification. | **#33** **Resolution Referred to Committee** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **9-19** The New York State Council of Health-system Pharmacists supports the recommendation to request that all New York State schools of pharmacy offer the opportunity to obtain a Bachelors in Professional Studies Degree to the students enrolled in their professional program with additional areas of study and opportunities in the career of pharmacy. | **#34 Resolution Adopted** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **10-19** The New York State Council of Health-system Pharmacists supports a standardized curriculum for the training of pharmacy technicians pursuing certification. Training programs should be accredited by a nationally­ recognized accreditation body. Certified pharmacy technicians should maintain this certification through nationally-accredited continuing education. | **#35 Resolution is Adopted** |
| **Final Report of the Committee on Resolutions-**  *Mr. Joseph Pinto* | **11-19** Imposter Phenomenon, in essence, is the idea that you’ve only succeeded due to chance, not because of your talent or qualifications. Individuals with Imposter Phenomenon experience intense feelings that their achievements are undeserved and worry that they are likely to be exposed as a fraud1. This self-doubt can cause people who have Imposter Phenomenon to overwork, which contributes to high levels of burnout. The New York State Council of Health-System Pharmacists supports the delivery of a state-wide Imposter Phenomenon survey to pharmacy students, residents and health system pharmacists in order to assess the role it plays in our profession. If the survey finds a level of distress of 25% or greater, the council will implement an educational program to help mitigate the impact of Imposter Phenomenon. | **#36 Resolution is Withdrawn** |
| **Vice President Election** | An election was held for the position of Vice President of Public Policy | **Andrew Kaplan was elected Vice President of Public Policy** |
| **New Business**  *Dr. Thomas Lombardi* | Committee on Nominations   1. The Committee on Nominations shall consist of at least five members whose duty is shall be to nominate candidates for the offices of President-Elect, Treasurer, Vice-President of Public Policy, Directors and Chairman of the House of Delegates. 2. **The Chair of the Committee on Nominations is the Immediate Past President** 3. The report of the Committee on Nominations shall be presented to the House of Delegates 4. Nominations for officers, Directors or Chairman of the House of Delegates may not be made from the floor.   Committee on Resolutions   1. The Committee on Resolutions shall consist of a Chairperson and one representative from each Affiliated Chapter. 2. **The Chair of the Committee on Resolutions is the Past President immediately completing the Presidential offices.** 3. The Committee shall be responsible for drafting statements in resolution form which shall reflect the official policy of the Council and for reviewing resolutions submitted by Affiliated Chapters and from individual members of the Council. 4. The report of the Committee on Resolutions shall be presented to the House of Delegates. | **#37 Adopted** |
| **Recognition of the Board of Directors-**  *Dr. Elizabeth Shlom* | The Chair of the House of Delegates recognized the members of the Board of Directors who have completed their terms in office: Mr. Christopher Jadoch.  The Chair of the House of Delegates recognized the members of the Board of Directors who will be serving next year: Dr. Lisa Voigt, Dr. Anthony Longo, Dr. Heide Christensen, Dr. William Prescott, Dr. Robert Berger, Ms. Heide Christensen, Dr. Elizabeth Cobb and Dr. Angela Cheng. |  |
| **Presidential Address**  *Dr. Anthony Longo* | Dr. Longo delivered the presidential address. |  |
| **Recommendations**  *Dr. Elizabeth Shlom* | Dr. Shlom called for recommendations from the House. |  |
| **Recommendation** *Rob Berger, BOD* | The policies and procedures of the nominations committee should be revised to include how people are named to the committee and the process for nominating people. |  |
| **Recommendation**  *Lisa Voigt, President Elect* | The Council provide a webinar to educate Delegates regarding the purpose and process of the HOD as well as Roberts Rules. |  |
| **Recommendation**  *Leigh Briscoe-Dwyer and Kim Zammit, Past Presidents* | That the Council prepare a press release documenting the actions taken at the House of Delegates for dissemination in a timely manner after the conclusion of the House. |  |
| **Recommendation**  *Ellen Giordano, Long Island* | The time of the Virtual HOD be in the early evening rather than during work hours. |  |
| **Recommendation**  *Maabo Kludze, NYC* | The Council establish an allotted time for discussion/voting/amendments for the sake of time and should be referred to committee once that time has been reached. |  |
| **Recommendation**  *Kim Zammit, Past President* | The REF support a study of the imposter syndrome. |  |
| **Recommendation**  *Karen Berger, NYC* | Nominations committee membership and process for the selection of nominees be standardized, consistent and transparent. |  |
| **Recommendation**  *Frank Sosnowski, Marcia Gutfeld and Kim Zammit, Past Presidents* | Directors should give a summary of their reports, especially for elements that need voting. Have items for voting projected on the screen. |  |
| **Recommendation**  *John Manzo and Joe Pinto, Past Presidents* | NYSCHP pursue electronic voting technology that can be executed via smart phone technology. |  |
| **Recommendation**  *Shawn Fellows, Rochester* | The Council recommend the discontinuation of the part III exam. |  |
| **Close of the House of Delegates-**  *Dr. Elizabeth Shlom* | The first session of the 46th meeting of the House of Delegates was adjourned on April 11, 2019. | **#38** **APPROVED**: To adjourn the second session of the House of Delegates |