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| **Proceedings of the 2020 House of Delegates**  May 5 and May 19, 2020  Dr. Elizabeth Shlom, Chair  Shaun Flynn, Executive Secretary  Dr. Thomas Lombardi, Parliamentarian | | |
| **Call to Order** | The first session of the 47th meeting of the House of Delegates of the New York State Council of Health-system Pharmacists was called to order via webinar at 4:00pm on May 5, 2020 by Elizabeth Shlom, Chair. | **Actions** |
| **Greetings/Acknowledgements** | The Chair introduced the officers |  |
| **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.75 delegates including one student delegate were present.* |
| **Minutes of the Previous Meeting** | The minutes of the 2019 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.* |
| **Report of the NYSCHP REF**  *Dr. John Manzo* | Chair, Dr. John Manzo, gave the report of the NYSCHP Research and Education Foundation. | *The report was received by the House* |
| **Preliminary Report of the Committee on Resolutions**  *Mr. Christopher Jadoch* | **01-20** The New York State Council of Health-system Pharmacists supports the development of programs intended at prevention, recognition, treatment of burnout, and to support pharmacists and technician’s participation in these programs. In addition, encourage more education on stress, burnout, and overall well-being.  **02-20** The New York State Council of Health-system Pharmacists encourages pharmacist education and training in the field of clinical pharmacogenomics and supports involvement of pharmacists in the implementation and application of pharmacogenomics practices within their institutions. | *The report was received by the*  *House.* |
| **Report of the Committee on Nominations –** *Dr. Anthony Longo* | The Committee on Nominations announced the nominees for the following offices:  President-Elect: Angela Cheng  Treasurer: William Prescott  Chair, House of Delegates: Joe Pinto and Stephanie Seyse  Director, Chapter Services: Tim Hutcherson and Wes Kufel  Director, Pharmacy Management: Travis Dick and Chung-Shien Lee  Director, Communications: Jason Babby | *The report was received by the House.* |
| **Report of the Executive Director-**  *Mr. Shaun Flynn* | The Executive Director presented the report. | **#1** **APPROVED**: To accept the report of the Executive Director. |
| **Report of the Treasurer**  *Dr. William Prescott* | Dr. Prescott presented his report. | **#2** **APPROVED**: To accept the report of the Treasurer. |
| **Report of the Director of Chapter Services-**  *Dr. Matthew Zak* | Dr. Zak presented the report. | **#3** **APPROVED**: To accept the report of the Director of Chapter Services. |
| **Report of the Director of Education and Professional Development-**  *Dr. Karen Berger* | Dr. Berger presented the report. | **#4** **APPROVED**: To accept the report of the Director of Education and Professional Development. |
| **Report of the Director of Pharmacy Practice-**  Dr. Mary Choy | Dr. Mary Choy presented the report. | **#5 APPROVED:**  To accept the report of the Director of Pharmacy Practice. |
| **Unfinished Business**  **2020 Awards** | Heide Christensen announced the 2020 Award Winners  Pharmacy Advocacy: Andrew Kaplan  New Practitioner: Jamie Chin |  |
| **Unfinished Business:**  **HOD Election Results** | Election of the Chair, House of Delegates was conducted electronically during the meeting. | Stephanie Seyse was elected Chair of the House of Delegates |
| **Presidential Address** | Dr. Voigt gave her outgoing speech. |  |
| **Installation of Officers** | Dr. Leigh Briscoe-Dwyer installed the incoming officers of the NYSCHP Board of Directors: President: Heide Christensen  President-elect: Ruth Cassidy  Director, Education and Professional Development: Nicole Cieri-Hutcherson  Director, Industry Affairs: Darryl Schiller  Chair, House of Delegates: Stephanie Seyse |  |
| **Announcements** | The incoming Chapter Presidents were announced. |  |
| **Adjourn** | The first session of the HOD was adjourned at 6:00pm. | **# 6 APPROVED:** Meeting Adjourned |
| **Call to Order** | The second session of the 47th meeting of the House of Delegates of the New York State Council of Health-system Pharmacists was called to order at 4:00pm on May 19, 2020 by Elizabeth Shlom, Chair. |  |
| **Roll Call of Delegates**-  *Mr. Shaun Flynn* | The Executive Secretary of the House called the roll of the Delegates | *A quorum was declared*  *present. 77 delegates including one student delegate were present.* |
| **Report of the Vice President of Public Policy**  *Dr. Andrew Kaplan* | Dr. Kaplan presented his report. | **# 7 APPROVED:** To accept  the report of the Vice President of Public Policy- |
| **Report of the Director of Pharmacy Management-**  *Dr. Robert Berger* | Dr. Berger presented the report. | **#8 APPROVED:** To accept the report of Pharmacy Management. |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | Add technician delegates to the House of Delegates. | **#10 APPROVED to amend the C&B to add two technician delegate members to the House of Delegates** |
| **Proposed Amendment to the Constitution and Bylaws-**  *Dr. Robert Berger* | To move dues setting authority from the House of Delegates to the Board of Directors. | **#9 APPROVED to amend the C&B to remove approval or modification of dues by the House of Delegates** |
| **Report of the Director of Industry Affairs-**  *Dr. Elizabeth Cobb* | Dr. Cobb presented the report. | **#11** **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. | **#12** **APPROVED**: To accept the report of the Director of Communications Services. |
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| **Final Report of the Committee on Resolutions-**  *Mr. Christopher Jadoch* | **01-20** The New York State Council of Health-system Pharmacists supports the development of programs intended at prevention, recognition, treatment of burnout, and to support pharmacists and technician’s participation in these programs. In addition, encourage more education on stress, burnout, and overall well-being.  Amended to read:  The New York State Council of Health System Pharmacists advocates for the recognition, treatment, and prevention of burnout. In addition, encourage more education on stress, burnout, and overall well-being. | **#13 Resolution Adopted as Amended.** |
| **Final Report of the Committee on Resolutions-**  *Mr. Christopher Jadoch* | **02-20** The New York State Council of Health-system Pharmacists encourages pharmacist education and training in the field of clinical pharmacogenomics and supports involvement of pharmacists in the implementation and application of pharmacogenomics practices within their institutions. | **#14 Resolution Adopted** |
| **Recommendations from the House of Delegates** | **Dr. Shlom called for recommendations from the House** |  |
| **Recommendation**  *Gregory Mack, Long Island* | NYSCHP hold Virtual HOD at times where the general Delegation has access to computers as required for voting and reading changes in documents. These meeting should be held no earlier than 17:30 Monday thru Friday and Between 09:00 and 17:00 on Saturdays or Sundays. |  |
| **Recommendation**  *Gregory Mack, Long Island* | NYSCHP Nominations Committee should be members who are not part of the NYSCHP Board nor be Nominated for Elections while serving on the Nomination Committee. |  |
| **Recommendation**  *Gregory Mack, Long Island* | NYSCHP needs to allow all members to have access to all Virtual HOD Sessions and the information should be published and sent to all membership, this would have no voting capabilities but have voice enabled if rules are suspended to allow specific members to speak. |  |
| **Recommendation**  *Gregory Mack, Long Island* | In the event of an emergency meeting or in the case of a Virtual HOD, where NYSCHP is not able to obtain a Quorum, procedures and policies need to be drafted to allow NYSCHP the ability to conduct the business at hand. |  |
| **Recommendation**  *Gregory Mack, Long Island* | The Chair of the House should be required to publish the Quorum Number of Delegates Required in the list of Delegates for an official voting meeting to be held. |  |
| **Recommendation**  *Gregory Mack, Long Island* | NYSCHP is required to respond to all Recommendations from HOD and is required to respond to HOD at the next session. |  |
| **Recommendation**  *Andrew Kaplan, BOD* | Constitution and By-laws updated to provide more detailed procedure for Nominations Committee such that if a member is slated for a position and is not chosen by the members, they shall not be listed unopposed in for that same position thereafter. |  |
| **Recommendation**  *Andrew Kaplan, BOD* | Membership committee cross-references the student members in our database vs. the NYS Office of Professions license verification tool to see if they are actually licensed pharmacists and no longer students. |  |
| **Recommendation**  *Andrew Kaplan, BOD* | Support Personnel Committee gather/collate information on best practices for pharmacy technician scope, practice, duties and create a “toolkit” for NYSCHP members seeking to utilize and optimize technicians in preparation for upcoming licensure. |  |
| **Recommendation**  *Andrew Kaplan, BOD* | C&BL updated to provide more detail for procedure for Nominations Committee such that nominations committee shall provide at least two candidates per position each cycle. |  |
| **Recommendation**  *Karen Berger, BOD* | The Nominations Committee should not slate a candidate unopposed for the same position if they were unsuccessful in the previous election for that position (ie; the other candidate was elected). |  |
| **Recommendation**  *Karen Berger, BOD* | The Constitution and Bylaws should be updated to mandate that the Nominations Committee provide at least two candidates per position; if two candidates are unable to be slated, the Nominations Committee should solicit suggestions from the membership and continue to vet candidates until there are 2 candidates per position. |  |
| **Recommendation**  *Leigh Briscoe-Dwyer, Past President* | That the Council appoint a special work group to identify potential areas of new revenue to allow the council to be less reliant on dues and meetings for financial security and longevity. |  |
| **Recommendation**  *Frank Sosnowski, Past President* | Recommend that the NYSCHP have an annual session for its membership on ASHP Policy Recommendations and Resolutions that will be presented at the ASHP House of Delegates at the Summer Meeting. |  |
| **New Business**  *Dr. Elizabeth Shlom* | There was no new business. |  |
| **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: Dr. Anthony Longo, Dr. Elizabeth Cobb, Dr. Elizabeth Shlom and Dr Karen Berger.  The Chair of the House of Delegates recognized the members of the Board of Directors who will be serving next year: Ms. Heide Christensen, Dr. Lisa Voigt, Dr. Ruth Cassidy, Dr. Andrew Kaplan, Dr. Stephanie Seyse, Dr. Matt Zak, Dr. William Prescott, Dr. Robert Berger, Dr. Nicole Cieri Hutcherson , Dr. Daryll Schiller, Dr Mary Choy and Dr. Angela Cheng. |  |
| **Presidential Address**  *Ms. Heide Christensen* | President Christensen delivered her inaugural address. |  |
| **Close of the House of Delegates-**  *Dr. Elizabeth Shlom* | The second session of the 47th meeting of the House of Delegates was adjourned on May 19, 2020.at 6:00pm | **#15** **APPROVED**: To adjourn the second session of the House of Delegates |