**Date/time**: September 29th at 5:30 PM

**Location**: N/A (WebEx information distributed)

**Attendance**:

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| **Name** | **Y/N/E** | **Name** | **Y/N/E** |
| Kaitlyn Agedal | Y | Elizabeth Feldman | N |
| Peter Aiello (Past President) | Y | Jeremy Gleason | N |
| Erin Beitz (Secretary) | Y | Luke Probst (President) | Y |
| Bernie Delello (Treasurer) | Y | Ali Scrimenti | Y |
| Brian Dodge | N | Bruce Stalder (Treasurer) | Y |
| Jenna Harris (President-Elect) | Y |  |  |

\*Y=yes, N=no, E=excused

**Agenda/Minutes**:

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| ***Old Business & Standing Items*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Minutes | * *Standing item* * Motion to approve last month’s minutes | Erin to send to Lisa, Shaun, and Office |
| Finance update | * *Standing item* * Bruce & Bernie * See finance update on shared Google Drive | Bruce or Bernie to e-mail Erin spreadsheet from last call to post to Shared Drive (only if changes) |
| Membership | * *Standing item* * Plan to mail out CNYSHP membership cards * Free CE event for member recruitment | Luke to send membership cards to local directors  Brian to send membership cards to outlying organizations |
| Grassroots/advocacy | * *Standing item* * Discussion regarding Part III   + Professional Affairs Committee had discussion regarding whether or not to keep Part III as NYS licensing exam for pharmacists; this groups consensus was to continue with the Part III examination   + CNYSHP stance to remove Part III from NYS testing requirements * Virtual grass routes event in February | Bernie to email Peter in regard to changes to Part III  Peter to provide more detail about February event as it becomes available |
| Upcoming/Past CEs | * Virtual programs via WebEx until further notice * CPE monitor issue   + CE credits are not showing up from our June virtual event   **Upcoming CE**   * COVID-related topics – October 28th at 6PM   + Katie Parsels and Juli Featherly   + Cost: $10     - Potential for use of Venmo to collect registration fees (see below)   + Registration     - Peter is working on setting up website for registration, however, may need to use EventBrite for registration if website not available * *November CE*   + November 18th   + Peter Aiello: advocacy   + Michelle Verone: medication history   + Cost:   **Future potential programming**   * *Establish speaker/topic for next CE*   + January 2021   + Ashley Shtoyko: COVID and telemedicine   + Heart failure clinic at St. Joe’s | Jenna to follow-up with Rebecca in regard to why CE credits are not showing up on CPE monitor  Erin to send October CE flier to Luke to be distributed  Peter to prepare website for registration for Oct CE event  Erin to contact Peter and Michelle with materials for accreditation  Elizabeth to formulate flier for November event  Bernie to collaborate with Nick Mayers and Sarah Linnertz regarding 30 min CE on new piloted HF clinic |

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| ***New Business*** | | |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| 2021 Annual Assembly | * NYSCHP has decided to change to virtual platform |  |
| Open Forum | * Using Venmo for CE cost * Vendors for CEs   + Consensus from group is to hold off on vendor support at this time; may reassess need at later date * Next meeting: 10/20/2020 at 5:30 PM | Peter and Luke to discuss ability to use Venmo for CE costs  Ali and Christie to email vendors of our plan to hold off on vendor support for now  Erin to set up WebEx meeting |