**Date/time**: 2/11/2020 at 5:30 PM

**Location**: N/A (Call-in number 877-247-5094, participant number 2950462)

**Attendance**:

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| **Name** | **Y/N/E** | **Name** | **Y/N/E** |
| Lisa Avery | Y | Lisa Phillips | Y |
| Peter Aiello (Past President) | Y | Christie Rahme | N |
| Erin Beitz | Y | John Salemme | N |
| Bernie Delello (Treasurer) | Y | Ali Scrimenti | Y |
| Brian Dodge | E | Pegah Shakeraneh | Y |
| Jenna Fancher (Secretary) | Y | Bruce Stalder (Treasurer) | Y |
| Elizabeth Feldman | Y | Ryan Watson | N |
| Jeremy Gleason | E |  |  |
| Luke Probst (President) | 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
 | Jenna 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 Jenna Excel spreadsheet from last call to post to Shared Drive (only if any changes) |
| Upcoming CEs | * **February: ID Symposium + Preceptor Development**
* Catering – Francesca’s
* Chicken riggies, veggie lasagna, chicken parm, Ceaser salad, Utica greens, mini cannolis
* Headcount needed by Tuesday before the event for catering
* Bernie to bring refreshments, silverware, coolers, and napkins in advance
* Count up to 15 already as of yesterday morning
* Reminder e-mail that individuals will be charged if they don’t show (put this on flyer moving forward)
* Is a budget needed for self-funded programs? Could consider decreasing entrée number based on number RSVP’d
* Could invite Rochester chapter or community pharmacy organizations (Peter reached out to community contact for members to register at a non-member rate)
* **April: Law/advocacy CE + remaining PGY2 clinical topics**
* Peter to present law/advocacy (60 min); Taylor & Curtis (Upstate PGY-2s) to do clinical topics (25 min each?) for 2-hour topic
* Tentative date: April 1, 2020
* Venue: Craftsman (have not provided Luke the menu or price list yet but they do have this date available) or Veto’s (Bernie to look into this)
* EPIC SIG at this event (Joe B. to serve as point-person, will comp registration); Bernie also reached out to their Epic people but he should hear from them by next week if they are able to participate (their registration will be comped as well)
* Flyer needed, will create draft to submit to NYSCHP
* **June PGY-1 Resident Platform**
* Platform vs. clinical pearls vs. what I learned this year
* Will present in clusters again, 12 min each, with 5 min Q&A sessions periodically throughout
* Venue: will need to determine this on next call
* Dates: the earlier the better, could consider June 3 or June 10 to keep with Wednesday theme
 | Jenna to reach out to April panel speakersBernie to provide headcount to Francesca’s the Tuesday before the event, may need to remove an entrée if less neededLuke to send out reminder after deadline for those that registered but don’t show that they will receive a billLuke to send formal invite to Binghamton and Rochester chapters (although already on automated listserv)Bernie to look into Veto’s and to touch base with Epic group for SIGJenna to reach out to residents at June event gets closer |
| Annual Assembly | * 4/23 (HOD on Thursday, 4/23)-4/26 in Saratoga
* Need to finalize 3 delegates (reg will be paid for, reg for Resident Research & Annual Assembly may be separate)
* Jenna (finalized), Elizabeth (TBD), Luke (potentially just going on Thursday for HOD if needed), Lisa P. (TBD, will list as alternate for now), Bruce (finalized?)
* Decision needed by end of the week
 | Bruce, Lisa P., and Elizabeth to let Luke know ASAP |
| Spring Social Event  | * May, June, July (could consider end of May vs. early June for weather and swimming, could also consider July for simultaneously welcoming new residents)
* Event at Green Lakes (hamburgers, hot dogs, BYOB, etc.), family friendly event, would replace baseball event
* Would likely be a weekend event
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| CNYSHP Social Media | * Jenna created Facebook group; Ali, Jeremy, Elizabeth, and Jenna to maintain + serve as admin users
* Peter and Jenna to meet to merge two Facebook pages and Peter to serve as admin as well
* Peter also making updates on the website, more on this soon
 | Peter and Jenna to meet about Facebook page |

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| ***New Business*** |
| **Agenda Item** | **Notes** | **Action Item(s)** |
| Membership Chair | * Matthew Taranto to help transition to new Chair
* Looking for someone to serve as Membership Chair, would sit on monthly chapter meetings and oversee membership recruitment efforts
* Brian Dodge said he would help with this in the interim if needed
 | Let Luke know if interested in serving in this role within the week |
| Senior Medication Fair | * Request for support/sponsorship
* Kelly Ulen reached out to see if CNYSHP would again want to support this event
* Tentative date is April 22
* Coffee and snacks offered in the past, cost would likely be < $300
* All in favor of this, Luke will reach out to Kelly with a $300 budget unless more needed
* She is also likely looking for volunteers
 |  |
| Membership status | * 10 members who need to renew by end of Feb or beginning of March, look for e-mail from Luke to renew
* Raw membership count has remained stable, we have 63 total members as of February (52 paid, 11 associates)
* Still have opportunity to recruit local colleagues
* May be trouble with the link on the state’s website to renew/join so this may have been an issue (ongoing issue for a couple of years, but may be fixed because Ali was able to rejoin without any issue)
 | Luke (or Brian?) to look into website link to ensure members can join and to review roster to ensure those whose membership has lapsed have rejoined |
| Open Forum | * Peter has meetings set up with all CNY legislators and assembly people to go over CDTM + immunization legislation that is pending over the next 1.5 months; anyone interested in joining in these advocacy efforts?
* Efforts to recertify CDTM and have it not sunset again, may allow for extended collaboration outside of physicians and practice type; also trying to expand immunization efforts
* Halfway through the year with the understanding that everyone has a 2-year commitment; any interest in President-elect?
 | Let Peter know if interested in this advocacy efforts, Peter to send e-mail to BODLet Luke know if interested in President-elect by end of the year |