Board Meeting

June 25th, 2020 6:00PM – 7:30PM

Attendees: Rubiya Kabir, Samantha Liaw, Ellen Giordano, Julio Viola, Greg Mack, Michele Graci, Sebastian Choi, Matt Goldstein, John Fill, Sum Lam, Chung-Shien Lee, Shan Wang, Panagiota (Penny) Sardelis, Veronica Zafonte, Mike McDonough

Guest Attendees: Karen Berger, Heide Christensen

Absent: Allison Raich, Rolson Abraham

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| **Meeting Items** | **Summary** | **Follow Up / Action** |
| March Minutes  | * Reviewed & approved
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| Election Results/Congratulations/Installation | * President-Elect – Chung-Shien Lee
* Secretary – Sebastian Choi
* Delegates – John Fill, Greg Mack, Matt Goldstein, Sum Lam, Penny Sardelis, Shan Wang, Veronica Zafonte
* Alternate Delegates – Agnes Pasternak, Vincent Giambanco
* NYSCHP President – Heide Christensen
* Heide Christensen installed LISHP officers - Ellen Giordano (President), Chung-Shien Lee (President-Elect), Sebastian Choi (Secretary)
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| Grassroots Committee (Karen) | * Great turnout from LISHP at the NYSCHP Grassroots Committee Meeting earlier in the day
* NYSCHP has had >100 legislative visits – speak with legislators to co-sponsor CDTM and Immunization bills
	+ Pharmacists can now administer a future COVID-19 Vaccine, but still cannot administer other CDC recommended vaccines in adults (i.e. hepatitis A, hepatitis B, MMR, etc.)
* Goal – Expanded local committee involvement at chapter level
	+ Need to identify committee chair
	+ Announcing the committee to membership for sign-up
	+ Planning legislative visits (in-person or virtual)
* Susan Lee is willing to serve as chair for the LISHP committee
	+ Also working with another pharmacy organization of Provider Status
* January 2020 – Visit with Senator Kaplan (Ellen)
 | * Susan Lee to chair LISHP Grassroots Committee
* Susan and Karen to meet to discuss next steps
* Inform membership/recruit members, residents, students
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| Finance/ Treasurer report (Julio) | * Last board meeting balance was $58,666.39
	+ No LISHP meetings since, as all were cancelled due to COVID-19
	+ Some expenses were still accrued (i.e. constant contact, etc.)
	+ April ($103.20), May ($296.75), June ($118.19)
	+ Card ending in 8351 – erroneous purchase of $1200 from clothing store
		- Contacted store and bank to report
* Current balance $56,468.01
* Credit to certain industry partners for cancelled events (Merck, Octapharma, Amgen)
 | * Julio to follow-up on non-LISHP expense
* Julio to reach out to Shaun
* Julio to reach out to industry partners regarding credit or refund
* Samantha reached out to Rebecca about NYSCHP reimbursement for membership dues
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| Committee Updates | * Grassroots Committee – See above
* Education & Workforce Development – Heide, Samantha, Chung
	+ Recent meeting focused on how to navigate Tristate committee and Annual Assembly
		- Work in progress due to prior Annual Assembly being cancelled
	+ Student sub-committee; student competition and workshops at Annual Assembly
	+ Expanding education through Youtube videos, Podcasts, etc.
	+ Committees and Directors to work together on activities that may be overlapping
	+ Working on more technician involvement and programing
	+ August 4th and 19th 2020, 7 to 9 PM – 2-day webinar series
	+ Heide discussed possibly partnering with different organizations for interprofessional education
* Membership – Sum Lam
	+ Considering many of the meetings going forward may be virtual, there is discussion to involve pharmacists at institutions out East in Suffolk County (i.e. Peconic/South Hampton)
	+ Question about potential industry-sponsorship of resident membership fees ($50/person)
		- Some institutions consider industry sponsorship as conflict of interest
		- Institutional membership may be an alternative (dependent on volume of membership)
		- NYU residency budget at an expense freeze due to COVID-19
* Pharmacy Practice – Professional Affairs – Matt Goldstein
* Public Policy – Vacant (Andrew Kaplan)
* Communications – Rubiya
	+ Similar points as education committee
	+ Update on podcasts (i.e. COVID series) – next podcast is Advice for Graduates from Mark Sinnett
	+ Discussed instagram, facebook, linkedin, youtube accounts
	+ PowerPoint presentations on ‘E-cigs and Vaping’, and ‘Opioids’ to be distributed
		- Targeted for students for community outreach programs
* Pharmacy Practice – Support Personnel Committee – Vacant (Mary Choy)
	+ Could reach out to current technician members to see if anyone is interested
* Industry Relations – Mike McDonough
	+ Virtual Expo/Networking Event – discussed what platform can be used
	+ Shan discussed the Royals/NYC Residency Conference – virtual conference through Zoom and worked out very well
		- Shan also discussed that these virtual expos can also be incorporated into our monthly meetings
	+ Julio shared NYU Langone’s Virtual Exhibit Letter
 | * Matt to connect with Mary Choy on Professional Affairs Committee
* Rubiya to reach out to technician members for Support Personnel Committee
* Veronica to reach out to SIDP for potential partnering
* Shan to reach out to SCCM for potential partnering
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| Website/Social Media | * Facebook/Instagram – Michele will continue to update these items
	+ Veronica works on social media with other pharmacy organizations (SIDP) and can assist if needed
* LISHP website (Sebastian)
	+ Continues to be updated, included that future meetings are cancelled until further notice
	+ Latest post is the May meeting on Pediatrics which is available on website
* Newsletter – discussed possibly sending information to members to keep everyone updated
 | * Everyone to send photos to Sebastian
* Sebastian to update Board Members section with updated images
* Sebastian to add new post with election results, and congratulating the installed board members
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| Previous Meetings (feedback) | * March
* 3/18 Residency Symposium – cancelled due to COVID -19
* April
	+ 4/15 Cinque Terre –
		- Kyle Hampson- Postponed lecture/Credit for venue
	+ 4/23 to 4/26: Annual Assembly- Cancelled
* May
	+ 5/30 LISHP CE Meeting – NYSCHP Anymeeting Webinar
		- Speaker: Kyle Hampson
		- Topic: Pediatrics - Caring for the Little Ones
	+ Yoga Wellness Night (above Besito’s) Cancelled
	+ Networking Event with UCB Was not scheduled due to COVID
	+ Operation Gratitude donation mailed, and letter of thanks received
	+ LISHP election was held using Election Buddy
		- Greg raised an issue that some individuals did not receive the email to vote for the LISHP elections this year
		- May be an opportunity for a member to maintain a list of LISHP members and contact info as part of the membership committee
* June
	+ 6/10 Installation Dinner Chateau Briand – cancelled
* Topic: Geriatrics – Sum Lam
* Postponed lecture for September/Credit for venue
 | * Ellen to reach out to Dr. Hampson regarding sharing powerpoint slides
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| Upcoming meetings | * Discussion regarding upcoming meetings
	+ Cancelling considerations with COVID-19
	+ Probably will have to plan for use of telemeetings until end of year
	+ Small meetings/outdoor meetings – indoor capacity rules are constantly changing
	+ Hybrid meetings – have a small number of people at a venue and also sharing the presentation virtually/call-in
		- Cinque Terre may be a good first place to start with this type of event with the credit
		- DJ? – can they set up the virtual platform?
		- Platforms – this meeting was held with Zoom Pro which is a $14.99 monthly cost per host, up to 100 participants, 24 hour limit per meeting
		- Hybrid events may help limit expenses with less RSVPs
 | * Samantha to follow-up with DJ
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| By-Laws (Greg) | * Recommended by the board to make Secretary and Treasurer 2-year commitments to retain experienced board members
	+ To alternate with treasurer and secretary on odd or even years
		- Everyone was in agreement
	+ Need to be submitted by two people in writing to amend the By-Laws
	+ Need a 66% majority vote to pass the change to By-Laws
		- General membership needs to be notified
* Greg discussed about a motion from HOD 2018-19
	+ Confusion about which HOD sessions a delegate is involved in after being elected (virtual HOD in December vs Annual Assembly)
 | * Ellen/Greg to reach out to Shaun regarding delegate involvement in which HOD with plans of revising Constitution and ByLaws
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| New Business | * Awards Nomination
	+ Industry Nomination - Merck
	+ Student Award – not offering for this year, since we missed Spring meetings
	+ Other
* New ideas for Vendor participation Webinar Platforms - discussion
* Fall and Winter Events
	+ Pharmacy Times – multiple topics (Influenza Treatment, Multiple Myeloma, CLL)
		- Open about dates and live vs. virtual
	+ Nick Jandovitz – Transplant topic
	+ Patricia Saunders-Hao – COVID-19/Antimicrobials (after January)
	+ Program Accreditation procedure is on NYSCHP Website for planning committee
	+ Veronica Zafonte – previously presented CME on Bugs-Drugs Misprescribing
		- Discussed how CME accreditation was obtained – through medical board at her institution
	+ Shan Wang – critical care topics, Winthrop preceptors
	+ Trivia or Debate CEs
	+ Lecture about stress reduction and well-being for pharmacists (topic from HOD)
	+ Networking event – usually every September; may consider Linkedin networking
* Gift ideas for Pharmacy Week
* Survey Membership for ideas of Webinars, Venues and Topics. Other ideas?
* NYSCHP-YouTube fall channel and looking for help with podcasts, reviews, and newsletters
	+ Email Angela at acheng@montefiore.org
	+ Topics and speakers for NYSCHP webinars email Nicole at ncieri@buffalo.edu
* Joseph Gasparini (Boehringer), long time member and supporter of LISHP suddenly passed away
	+ Consider announcing the news at the next general meeting
 | * Samantha to reach out Grace from Westchester about platform was used and how the vendors were involved
* If anyone has ideas for CE topics or for speakers to present, please share with board
* Veronica to explore Linkedin networking group for LISHP residents
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