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 |  |
| 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) |  |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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](mailto:acheng@montefiore.org)   + Topics and speakers for NYSCHP webinars email Nicole at [ncieri@buffalo.edu](mailto: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 |