



# New York City Society of Health-System Pharmacists

## MINUTES

October Board of Directors Meeting

Zoom

October 7, 2021: 7:30-8:30pm

### Attendees

Angel Liu, Andrew Ong, Braulia Reyes, Cerris Chung, Ellen Rudnick, Elsen Jacob, Faith Byland, Harshal Shukla, Jamie Chin-Hon, Jason Babby, Jennifer Orozco, Johnny Hon, Josh Rickard, Juri Chung, Mabel Chan, Marina Barsoum, Matthew Li, Matthew Oswald, Mateusz Niewinski, McKenna Butler, Neha Kumar, Nicole Daukshus, Nourhan Eladghm, Olayinka Badmus, Olga Popova, Pauline Bae, Ruth Cassidy, Sefa Kploanyi, Shaun Flynn, So Yi Lam, Tamara Hernandez, Tanay Maddula, Yi Guo, Yin Hlaing, Young Park

| TOPIC   | DISCUSSION   |
|---|--|
| <b>Welcome and Introductions</b><br><br>Ruth Cassidy,<br>NYSCHP President<br><br>Shaun Flynn,<br>NYSCHP Executive<br>Director | <ul style="list-style-type: none"><li>• Welcome to our October Board of Directors meeting</li><li>• Introduction to our State Leaders<ul style="list-style-type: none"><li>○ Shaun Flynn:<ul style="list-style-type: none"><li>■ To address phishing scams sent to board members,<ul style="list-style-type: none"><li>• create a process for paying bills that involves more than one person.</li><li>• Consider a paper process with a form that members can fill out and submit with their bill or receipt that they need to expense</li></ul></li><li>■ Financial reporting<ul style="list-style-type: none"><li>• Everyone on the board has a fiduciary responsibility to the organization.</li><li>• Create a system for checks and balances to reduce chances of fraud rather than relying on the treasurer alone</li><li>• At each board meeting, the treasurer can present the bank transactions or financial records so there is transparency</li><li>• Follow the budget closely. Consider creating budget template for all to follow and to set financial goals</li></ul></li><li>■ Audit committee<ul style="list-style-type: none"><li>• Consider having an outside auditor to periodically look at things</li></ul></li></ul></li><li>○ Ruth Cassidy:<ul style="list-style-type: none"><li>■ Reiterated Shaun's suggestion to have a checks and balances system with multiple people involved and having an outside audit to add a level of security</li><li>■ Strategic planning is offering guidance and resources from the state level</li></ul></li></ul></li></ul> |
| <b>President Report</b><br><br>Jamie Chin   | <ul style="list-style-type: none"><li>• Goals for the year<ul style="list-style-type: none"><li>○ Hybrid BOD, CE, and networking programs</li><li>○ Membership drive: Inviting non-members to programs to recruit<ul style="list-style-type: none"><li>■ Fee: \$10 for CEs</li></ul></li><li>○ Health and Wellness series</li></ul></li></ul>  |

| TOPIC   | DISCUSSION  |
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|   | <ul style="list-style-type: none"> <li>○ Interprofessional collaboration</li> <li>○ Membership video initiative</li> <li>○ Collaboration among committees, local chapters, the state, and other societies</li> </ul>  |
| <b>President-Elect Report</b><br>Stephen Eng  | <ul style="list-style-type: none"> <li>● Confirm receipt of monthly NYCSHP emails</li> <li>● Recruit new members</li> <li>● Planning 2022 programs</li> </ul>   |
| <b>Immediate Past-President Report</b><br>Harshal Shukla  | <ul style="list-style-type: none"> <li>● Resolutions to submit to the state <ul style="list-style-type: none"> <li>○ Resolutions call in November to discuss issues arising in pharmacy practice in the state of New York or nation wide</li> </ul> </li> <li>● Awards <ul style="list-style-type: none"> <li>○ Informations on the website</li> <li>○ Process will start in January/February 2022 and presented at NYCSHP Installation in June</li> </ul> </li> <li>● Elections <ul style="list-style-type: none"> <li>○ Encouraged members and committee chairs to run for board positions opening</li> <li>○ If interested, contact Harshal</li> </ul> </li> </ul>   |
| <b>Secretary Report</b><br>Sefa Kploanyi  | <ul style="list-style-type: none"> <li>● Approval of August and September Board Minutes</li> </ul>  |
| <b>Treasurer Report</b><br>Emily Messing  | <ul style="list-style-type: none"> <li>● No updates</li> <li>● Budget Meeting in September where budget was approved</li> </ul>   |
| <b>Director at Large Constitution and Bylaws, Public Relations, Special Projects</b><br>Josh Rickard<br>(DAL # 1) | <ul style="list-style-type: none"> <li>● Marketing &amp; Public relations: <ul style="list-style-type: none"> <li>○ Promoting events and opportunities for involvement and networking through different platforms <ul style="list-style-type: none"> <li>■ Also now posting our events on Youtube</li> </ul> </li> <li>○ Support other NYCSHP committees and their initiatives</li> </ul> </li> <li>● Special Projects &amp; Community Outreach <ul style="list-style-type: none"> <li>○ Fundraiser- NYCSHP Tote bags to raise money for Out of Darkness, organization to support Asian seniors <ul style="list-style-type: none"> <li>■ Deadline: Oct 31, 2021</li> </ul> </li> <li>○ October 24,2021- Out of Darkness Walk <ul style="list-style-type: none"> <li>■ Looking for Volunteers. Please e-mail Cerris and Rebecca if interested</li> </ul> </li> </ul> </li> </ul> |
| <b>Director at Large Student Relations, Legislative Affairs, Supportive Personnel</b><br>Matthew Li<br>(DAL #2)   | <ul style="list-style-type: none"> <li>● Grassroots Advocacy: <ul style="list-style-type: none"> <li>○ Legislative visits on hold until guidance from state on next steps</li> <li>○ Planning PDP</li> <li>○ Past event: CDTM event- Sep 30, 2021 CE with Josh Rickard, PharmD was successful</li> </ul> </li> <li>● Student Relations <ul style="list-style-type: none"> <li>○ Interview bootcamp October 28, 2021</li> </ul> </li> </ul>  |

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|  | <ul style="list-style-type: none"> <li>■ Need more registrants. Matthew, Elsie and Vanessa will work with Jamie to notify student liaisons and increase enrollment <ul style="list-style-type: none"> <li>○ Student Clinical Pearl Session Nov 9, 2021 - closed for submissions</li> </ul> </li> <li>● Pharmacy Technicians <ul style="list-style-type: none"> <li>○ Recruiting new technician members.</li> <li>○ Planning for virtual series of technician focused CEs (med safety, 340b, specialty pharmacy)</li> </ul> </li> </ul>  |
| <b>Director at Large Industry Relations, Installation Dinner, Membership</b><br><br>Neha Kumar<br>(DAL #3) | <ul style="list-style-type: none"> <li>● Industry Relations: <ul style="list-style-type: none"> <li>○ Date: October 14 2021: Autumn Exhibit- Medication Safety CE<br/>Jennifer Merandi, PharmD</li> </ul> </li> <li>● Installation: <ul style="list-style-type: none"> <li>○ Date: June 16, 2022 confirmed. Location TBD</li> </ul> </li> <li>● Membership: <ul style="list-style-type: none"> <li>○ Membership up 3% from last month</li> <li>○ Focusing on those with lapsed membership to increase renewals.</li> <li>○ Membership drive: Bring a non-member for raffle tickets and waiving event fee. Now a pharmacist and technician pledge membership for those are interested</li> </ul> </li> </ul> |
| <b>Bulletin Editors Report</b><br>Jillian Gutierrez<br>Vicky Liu   | <ul style="list-style-type: none"> <li>● Fall Bulletin (September 2021) on website <ul style="list-style-type: none"> <li>○ Featuring BOD and Committee Chairs</li> </ul> </li> <li>● Winter bulletin targeted for January</li> </ul>   |
| <b>New Practitioner Committee</b><br>Tamara Hernandez<br>Lilia Davenport                                   | <ul style="list-style-type: none"> <li>● New Practitioner Game night <ul style="list-style-type: none"> <li>○ Sep 9, 2021 CE NYU Tisch</li> </ul> </li> </ul>   |
| <b>Well-Being &amp; Resilience Committee</b><br><br>Terrence McSweeney<br>Rizwan Atiq                      | <ul style="list-style-type: none"> <li>● Goal for the year: Organize fun team-building events throughout the year to promote mental and physical well-being</li> <li>● Upcoming Events: <ul style="list-style-type: none"> <li>○ Martial Arts Class: Oct 16, 2021</li> </ul> </li> <li>● Past events: <ul style="list-style-type: none"> <li>○ Adventure Park Long Island: September 25, 2021</li> </ul> </li> <li>● Exciting opportunity! <ul style="list-style-type: none"> <li>○ Develop a music ensemble to perform at community centers/ small events</li> <li>○ Cycle for survival 2022</li> </ul> </li> </ul>  |
| <b>Health Equity Committee</b><br><br>Elsen Jacob  | <ul style="list-style-type: none"> <li>● Planning on future event surrounding Access to Care</li> <li>● Past event <ul style="list-style-type: none"> <li>○ Health Equity CE Series: September 30th, 2021 -Educate and advocate for healthcare equity for the transgender community: <ul style="list-style-type: none"> <li>■ Assembly member Deborah Glick attended</li> </ul> </li> </ul> </li> </ul>   |

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|   | <ul style="list-style-type: none"> <li>■ Collaboration with several pharmacy organizations and NY chapters</li> </ul>  |
| <b>Interprofessional Committee Report</b><br><br>Andrew Ong<br>Mateusz Niewinski<br>Nourhan Eladghm | <ul style="list-style-type: none"> <li>● Research into professional societies to collaborate with</li> <li>● Partner with allied health care society and non health care societies</li> <li>● Share programing with allied professional societies</li> <li>● IF you have connections with other health societies, please contact Andrew, Mat or Nour</li> </ul>  |
| <b>Past President</b><br><br>Amisha Arya<br>Leila Tibi-Scherl<br>Charrai Byrd                       | <ul style="list-style-type: none"> <li>● Quarterly Past Presidents committee meeting</li> <li>● Past Presidents to provide feedback and assistance especially reviewing the constitutions and by-laws</li> </ul>   |
| <b>Preceptor Development</b><br><br>Yi Guo<br>Nicole Daukhaus                                       | <ul style="list-style-type: none"> <li>● Preceptor Development hybrid virtual/live CE- November 11, 2021</li> </ul>  |
| <b>Digital Solutions</b><br>So Yi Lam   | <ul style="list-style-type: none"> <li>● Website updated               <ul style="list-style-type: none"> <li>○ Headshots and names of all board members and committee chairs</li> <li>○ Bulletin</li> </ul> </li> <li>● Email So Yi if you have new dates for events</li> </ul>   |
| <b>NYSCHP Liaisons Report</b><br><br>Jason Babby<br>NYSCHP Director of Communications               | <ul style="list-style-type: none"> <li>● Seeking speakers for 2 programs               <ul style="list-style-type: none"> <li>○ 2022 Geriatrics Certificate program                   <ul style="list-style-type: none"> <li>■ January 2022. Need speakers to cover 4 hours of topics</li> </ul> </li> <li>○ 2022 Oncology Symposium                   <ul style="list-style-type: none"> <li>■ June 18,2022</li> <li>■ Topics: Value based cancer care, Car T-Cell Therapy, Significant practice changes in treatment of solid tumor malignancies ,COVID-19 implications on cancer care/treatment considerations</li> </ul> </li> <li>○ If interested, reach out to state or click in presentation link</li> </ul> </li> <li>● New York State Election ends October 7, 2021 at midnight</li> <li>● Legislative update               <ul style="list-style-type: none"> <li>○ COVID-19 Therapeutics, ordered and administered by Pharmacy personnel</li> <li>○ More information coming on how to operationalize this as an e-mail update from the state</li> </ul> </li> </ul> |
| <b>New Business</b>   | <ul style="list-style-type: none"> <li>● Westchester society -March of Dimes Gala: October 22, 2021</li> <li>● Royals County Society - virtual CE on healthcare for transgender patients.</li> </ul>   |

| TOPIC                          | DISCUSSION  |
|--------------------------------|---|
| BOD Meetings                   | <ul style="list-style-type: none"> <li>No BOD meeting for December</li> </ul>   |
| CE & Networking Dates (Events) | <ul style="list-style-type: none"> <li>Martial Arts : October 16th, 2021</li> <li>Medication safety CE: October 14th, 2021</li> <li>Interview bootcamp: October 28th, 2021</li> <li>Student Clinical Pearl Session Nov 9, 2021</li> </ul> |
| Calendar of State Events       | <ul style="list-style-type: none"> <li>Geriatrics Certificate program, January 2022</li> </ul>  |
| Adjournment                    | <b>Adjourned by Jamie Chin at 8:16 pm</b>   |

Respectfully Submitted,  
**Sefa Kploanyi, PharmD, BCPS**  
Secretary, NYCSHP