**Royal Counties of New York State Council of Health-System Pharmacists**

**Board of Directors Meeting Minutes**

**President**: Rachel Quinn

**Minutes Taken By**: Rachel Lumish

**Attendance**: See Appendix A

**Location:** Zoom

**Date**: 4 /11/2023

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **T. Gerber** opened the meeting at 6:00 PM and thanked everyone for attending |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the March BOD meeting |  |
| 3. NYC Regional Residency Conference 2023 | * Date: 6/15/2023 (Thursday as Touro closes at 3 PM on Fridays) * Location: Touro College of Pharmacy (3 Times Square) * Keynote speaker: Rebecca Cope   + Topic: How does change happen? Introduction to Social and Behavioral Theory for Pharmacists * Food will cost ~$6,500 for breakfast and lunch for approximately 200-250 people * Grant to Paratek Pharmaceuticals denied   + **T. Gerber** proposed asking QUAD chapters for a donation to help with food expenses   + **N. Niceforo** said that it is reasonable to ask for donations     - Would acknowledge donating chapters on agenda and at conference   + All BOD members in agreement * **T. Gerber** proposed complementary registration for individuals who serve as moderators and evaluators   + **M. Longo** said that all institutions with residents presenting were previously required to send at least one moderator or evaluator but this has been difficult to enforce. Providing discount or free registration might encourage participation.   + **N. Niceforo** proposed offering discount based on whether the attendee is able to be evaluator/moderator for whole vs. half day   + **R. Khaimova** suggested using a code on Constant Contact to implement the discount   + **R. Quinn** said we can send out a call for moderators with the discounted price   + **R. DiGregorio** said that monetary incentive is unlikely to solve the problem of institutions not providing moderators or evaluators     - Suggested stricter policy requiring 1 moderator or evaluator per a certain number of residents presenting     - Could also increase price for non-moderators/evaluators   + **R. Khaimova** suggested reaching out to Touro faculty to volunteer as moderators/evaluators   + BOD agreed that evaluators and moderators will register for free**.** Will not increase price further for non-moderators/evaluators but may reconsider next year. | * **R. Quinn** and **T. Gerber** to reach out to other chapters to determine if willing to donate * **R. Quinn** and **T. Gerber** to provide updates at next BOD * **R. Lumish** to create code for evaluators and moderators to use on Constant Contact |
| 4. Installation | * Date: June 21, 2023 * Location: Baku Palace * Brochure created by **T. Gerber** to share with industry partners * **T. Gerber** proposed having a geriatric medication safety CE in the style of bar trivia using Kahoot   + Would need to purchase version that would allow for more participants * Awards will be given at Installation   + Email sent on 3/28 to BOD members and asked for feedback   + **N. Niceforo** mentioned that comments discussed whether BOD members should be eligible for awards**.** Also recommended making the criteria more Royals-focused.   + **R. Quinn** said that there are BOD members who are very involved so they should be eligible for the award   + BOD members in agreement * Awards to include:   + New Practitioner Award   + Pharmacy Resident Award   + Pharmacy Technician Award   + Pharmacy Advocacy Award | * **T. Gerber** to provide updates at next BOD |
| 5. Annual Assembly Updates/ Sponsorship | * Date: April 20, 2023 - April 23, 2023 * Location: Saratoga Hilton * Registration is open and will cost $560 if you did not complete early bird special * Agenda can be found here: <https://nyschp.memberclicks.net/assets/docs/2023AA/2023%20AA%20Schedule%20FINAL.pdf>.   + Friday night: After Hours Comedy Night:     - Angela Cheng-Lai: opening act     - Maurice Shaw: Comedian   + Saturday morning: Softball game or Trivia if inclement weather (hosted by **T. Gerber**)   + Saturday night: new practitioner bingo night and president’s reception * 2023 Delegates are:   + Nick Niceforo   + Rachel Quinn   + Tony Gerber   + Sal Ventrice   + Sam Paone   + Briann Fischetti   + Maria Longo * On April 20, 2023 delegates should report to NYSCHP HOD in-person meeting at Saratoga Hilton:   + 11 AM- 12 PM: HOD registration   + 11:30 AM- 12 PM: HOD open hearing   + 12 PM- 12:30 PM HOD lunch   + 12:30 PM- 4 PM: HOD * Royals will reimburse up to $700   + Receipts need to be emailed to **B. Sulaiman** after the conference * Royals donated $1500 to Annual Assembly | * **R. Quinn** and **T. Gerber** to provide updates at next BOD |
| 6. Revised Seymour Katz Award/ Ralph DePalma Jr. Memorial Scholarship Criteria | * **N. Niceforo** created criteria and rubric for awards * Email sent to BOD members on 3/28/23 and asked for feedback * **R. Khaimova** mentioned that LIU will be having an honors and awards night so all awards will be presented there; requested confirmation that award will be given at this ceremony this year * **R. DiGregorio** suggested that if award is given at student ceremony that a representative from Royals should be present | * Further discussion of new criteria tabled for next BOD meeting |
| 7. Elections | * Currently seeking positions for:   + President-elect (1) – Received 1 nomination, but nominee declined. Currently seeking nominations.   + Secretary (1) – Nardine Karam nominated. Pursuing PGY-2 at SUNY Downstate in July. Currently active on membership committee.   + Director-at-large (1) – Leila Hessam nominated, currently active in Royals. * **R. DiGregorio** suggested reaching out to dual QUAD/Royals members to determine if any are interested in pursuing leadership position. Can also reach out to directors of pharmacy. * **N. Niceforo** suggested extending deadline for nominations 2 weeks. BOD in agreement. | * **N. Niceforo** to send out email with nomination deadline extension |
| 8. Mets Game Social Event | * **T. Gerber** proposed having a social event at Citi Field (home of the NY Mets)   + Recommended date: 8/25/23 @7:10 PM   + Section 307; Row 7-10 for $54 per person     - 3-hour drink service for $130 per person   + If 28 people register, cost would be reduced to $120 per person for seats and drink service with seats in the left field landing porch lounge for a weekday game. It would be $150 per person for a weekend game. * **R. DiGregorio** suggested reaching out to LISHP because they are doing a social event at Citi Field and may have gotten a better deal * **N. Niceforo** said August is a good time to target new residents * **S. Ventrice** commented that the price difference is significant when drink package is added * **N. Niceforo** suggested choosing the lower cost option and cover the cost for new members * **R. Quinn** clarified that the intent is for Royals to cover the cost * **R. DiGregorio** suggested that the rate be subsidized for members. However, if someone brings a new member, both of their tickets would be covered by Royals. * BOD agreed with event idea | * **R. Quinn** to reserve 8/25 date and put down deposit * **T. Gerber** and **R. Quinn** to provide updates at next meeting |
| 9. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots 4. Communications | 1. Membership: Chair: **S. Mansour**  * Number of current members: 256 (from 264) * Number of active members: 125 (from 133) * Membership list is being updated every month  1. New Practitioner: Co-chairs: **D. Zavgorodnyaya** and **J. Scott-Rota**  * Next newsletter is planned mid-April * Will also be doing a summer newsletter in July 2023 * Committee is looking for member accomplishments/nominations for student/new practitioner spotlight: <https://docs.google.com/forms/d/e/1FAIpQLSf7SZsKRXTirxiKN3Rl9q9b9jnpEv0VZQVZXMWQWga42Ur2vQ/viewform?usp=sf_link> * Most recent New Practitioner Spotlight: Rowan Elkeshawi, PharmD  1. Grassroots: Co-chairs: **T. Gerber** and **S. Paone**  * Continued to encourage members to reach out to representatives to cosponsor bill to repeal FFS in the final budget * **L. Davenport** is interested in chairing committee next year * Save the date for 6/1/2023: Patient Advocacy Virtual CE Event Collaboration  1. Communications: **L. Hessam**  * Looking for someone to replace her as chair | * Committee chairs/DALs to provide updates at the next meeting * DALs to reach out to chairs to see if they are interested in continuing to chair committee for 2023-2024 |
| 10. Upcoming Events | * There will be a black out date between 3/22/23 – 5/3/23 to encourage members to attend annual assembly * **May 3, 2023**: **\*In-person only\***   + In person BOD meeting   + Location: Zuma (Manhattan)   + Sponsor: Heron Therapeutics * **May 17, 2023 \*In-person only\***   + Presenter: Lilia Davenport PharmD, BCPS   + Topic: Supporting the Fighters: Supportive Care in Hematology/Oncology   + Location: Bacchus Bistro   + Sponsor: Dexcom * **June 15, 2023 \*In-person only\***   + NYC Regional Residency Conference   + Location: Touro College of Pharmacy (3 Times Square) * **June 21, 2023 \*In-person only\***   + Installation   + Location: Baku Palace | * **T. Gerber** to provide updates at the next BOD meeting |
| 11. Treasurer’s Report | * See Appendix B   + Checking balance is $42,712.86   + Money market account balance is $38,064.77 | * **B. Sulaiman** to provide updates at the next BOD meeting |
| 12. New business: | * None |  |
| 13. Adjournment and Next Meeting | * Adjourned at 6:56 PM |  |

Respectfully submitted by,

Rachel Lumish, PharmD, BCACP

Secretary –Royal Counties Society of Health-System Pharmacists

Rachel Quinn, PharmD, BCACP, AE-C

President – Royal Counties Society of Health-System Pharmacists