**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**: 8/2/2022

| **Category** | **Discussion** | **Action Item and Party Responsible** |
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| 1. Welcome | * **R. Quinn** opened the meeting at 6:00 PM and thanked everyone for attending
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| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the July BOD meeting
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| 3. Results of Royals Survey  | * **R. Quinn** shared a PPT with results of survey
* Members prefer CEs to be held on Wednesdays (64.3%)
* Members prefer CEs to be held in Brooklyn (54.8%) followed by Queens (40.5%)
* Members prefer CEs that are hybrid (61.9%)
* Members prefer CE topics of ambulatory care, medication, safety, ID/HIV, oncology, and precepting. Other unique topics included psychopharmacology, contemporary and alternative medicine, PK/PD, biosimilars, and toxicology.
* Concerns from members included:
	+ Conflicting events with other chapters
		- Royals is working with other QUAD chapters to ensure dates do not overlap
	+ Prefer events close to the subway
	+ Fee for events
		- **R. Quinn** proposed removing fee for virtual events
			* Unanimous vote to remove fee for virtual events
		- **R. DiGregorio** shared that there is concern regarding the in-person fee as many chapters do not charge for in-person events
		- **R. Quinn** shared that the NYC chapter plans to reinstate their fee for in-person CEs due to a high no show rate without the fee
			* BOD voted to continue to charge $10 fee for in-person events and reevaluate next year
	+ More advocacy
		- Will resend email encouraging members to sign up with Royals GAC
 | - BOD members to reach out to **R. Quinn** and **T. Gerber** if they know anyone that can present on these topics, especially medication safety and precepting  |
| 4. QUAD Updates | * QUAD will be hosted by LISHP this year
* Next year, Westchester would like all chapters to help with planning process
* Upcoming QUAD schedule
	+ 2022: LISHP
	+ 2023: Westchester
	+ 2024: Royals
	+ 2025: NYC
 |  |
| 5. Student Clinical Pearls Words of Wisdom | * Students from LIU, Touro, and St. Johns have been emailed an opportunity to present a clinical pearl
* Members also contacted to see if they are precepting interested APPE students
* This clinical pearl would be a 15-minute presentation with 5 minutes of questions afterwards
* Due to limited space, only four students will be selected to present
* Students were instructed to fill out Google Forms (https://docs.google.com/forms/d/e/1FAIpQLSciOlWXajvbdkL0UXvbY5ZtxD14OVK3cMCKejud1cwTjdU7ww/viewform) by August 19, 2022
* Currently 5 students (3 LIU, 2 St. Johns) have submitted topics
* **R. Quinn** said if more students are interested can consider adding an additional virtual session
 | **- R. Quinn** and **T. Gerber** to follow up with Google Forms and select four students to present |
| 6. Professional Development Series | * **R. Quinn** has reached out to NYC chapter president to plan event together. Also working with DALs to plan event.
* **R. Khaimova** discussed collaborating with Northeast Chapter of NYSCHP
* Consider making the series an official workshop that would result in a certificate to increase participation
* Can consider getting the sessions CE accredited
	+ Day 1: how to write an effective CV and cover letter
	+ Day 2: What to expect at Midyear and how to prepare for an interview
	+ Day 3: Mock interview
* Would be best to hold this event before Midyear so will choose 3 of the following dates: November 14th, 15th, 16th, 17th, 21st
* **R. Quinn** suggested reaching out to RPDs to see what they look for in CVs and cover letters
* Might be best to focus on targeting residents and students for this year since this will be the first year of the program and consider expanding next year
	+ Will hold off on pursuing CE accreditation
 | **- J. DeAngelis, R. Khaimova, R. Quinn, and T. Gerber** to continue planning and provide updates at next BOD meeting- Royals members to reach out to **R. Khaimova** and **J. DeAngelis** if they are interested in helping with the event |
| 7. Committee Updates1. Membership
2. New Practitioner
3. Grassroots
4. Communications
 | * If any members need contact information of committee chairs, please refer to Google Drive
* **R. Khaimova** will send an email update with co-chairs
1. Membership: Chair: Sarah Mansour
* **J. DeAngelis** provided an update that there are currently 200 members (decreased from 211). 137 active members (decreased from 144)
	1. **LIU, St. Johns, Touro** to have student club fair, likely will recruit new members
1. New Practitioner: Currently no chair
* **Y. Kim and N. Dandan** stepped down as co-chairs
* **R. Khaimova** recruiting new chair for committee
* Will cut down from 4 to 2 newsletters per year
1. Grassroots: Chaired by **T. Gerber** and **S. Paone**
* Meeting with Senator Boyle scheduled for 8/31/2022 at 12 PM. Agenda for meeting is still to be determined, pending meeting with NYSCHP state
* **T. Gerber** will send reminder email to members about the meeting
* Will work on getting a LIU liaison

D) Communications: Leila Hessam* **J. DeAngelis** updated that all social media/promotion events should go to Leila for creation
* There is now a LinkedIn Royals page so members can repost from that page
 | * Committee chairs to provide updates at the next meeting
* Members to reach out to royalcounties@gmail.com if interested in serving as an advocacy liaison
* **R. Quinn** to reach out to pharmacists interested in New Practitioner co-chair position
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| 8. Upcoming 2022 Events | * **August 24, 2022: Non-CE Event**
	+ Presenter: Amna Jamil, PharmD, BCACP, CDCES
	+ Topic: Mounjaro (tirzepatide), a novel medication for the management of type 2 diabetes
	+ Location: Zoom
* **September 7, 2022**
	+ Presenter: Tyler Maxwell, PharmD, BCIDP
	+ Topic: Enough Monkeying Around: What you need to know about Monkeypox
	+ Location: Patrick’s Steakhouse
	+ Sponsor: Octapharma
* **September 14, 2022 – Royals Resident Networking Event: Non-CE Event**
	+ Location: TBD
	+ **J. DeAngelis** proposed having event at either Circa Brewing in Downtown Brooklyn or Pig Beach
		- If Circa Brewing is chosen, can reserve 30 days in advance. All participants would purchase their own drinks
		- Pig Beach is a first come first served barbecue restaurant
		- **M. Longo** recommends looking into Royal Palms Shuffleboard Club
	+ **T. Gerber** recommended all RPDs to forward networking event invite to residents once created
* **September 21, 2022**
* Presenter: Christine Ciaramella, PharmD, BCCCP
* Topic: Who You Gonna Call? Clot-Busters! Tenecteplase for Acute Ischemic Stroke
* Location: Marco Polo
* Sponsor: Novo Nordisk
* **October 12, 2022**
* Presenter: Rachel Lumish, PharmD, BCACP and Meagan Freel, PharmD
* Topic TBD
* Location: TBD
* **October 18, 2022 – QUAD**
	+ Location: Leonard’s Palazzo
	+ Time: 6-10 PM
* **November 2, 2022: 1.5-hour event**
* Presenter: Student Pharmacists
* Topic: Student Clinical Pearls of Wisdom Event
* Location: TBD
* **November 30, 2022**
	+ Presenter: Marina Buksov, PharmD
	+ Topic: Complementary and Alternative Medicine
	+ Location: Mama Raos
* **January 2023**
	+ Presenter: Victoria Rupp, PharmD, BCACP, BC-ADM
	+ Topic: Diabetic Kidney Disease
	+ Location: TBD
* **February 2023**
	+ Presenter: Joe Sciabica and Bina Patel
	+ Topic: Financial Topic
	+ Location: TBD
* **February/March 2023**
	+ Possible professional development event
 | * **T. Gerber** to provide updates at the next BOD meeting
* **T. Gerber** to email residency RPDs about Royals Resident Networking Event
* **J. DeAngelis** to look into Royal Palms as a possible location for the networking event
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| 9. Treasurer’s Report | * See Appendix B
* Checking balance is $27,746.83
* Money market account balance is $37,869.26
* **R. Lumish** reports that WePay has been set up and will be an option for 9/7/22 event
 | * **B. Sulaiman** to provide updates at the next BOD meeting
* **R. Quinn** to test WePay when registering for 9/7/22 event
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| 10. New Business |  |  |
| 11. Adjournment and Next Meeting | * Adjourned at 6:50 PM
 |  |

Respectfully submitted by,

Rachel Lumish, PharmD, BCACP

Secretary –Royal Counties Society of Health-system Pharmacists– NYSCHP

Rachel Quinn, PharmD, BCACP, AE-C

President – Royal Counties Society of Health-system Pharmacists– NYSCHP