**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 |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the July BOD meeting |  |
| 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 Updates   1. 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](mailto: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 |
| 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 |
| 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 |
| 10. New Business |  |  |
| 11. Adjournment and Next Meeting | * Adjourned at 6:50 PM |  |

Respectfully submitted by,

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