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

**Board of Directors Meeting Minutes**

**President**: Kristin Fabbio

**Minutes Taken By**: Monica Douglas

**Attendance**: See Appendix A

**Location:** Scottadito Osteria Toscana

**Date**: 07/10/2024

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **K. Fabbio** opened the meeting at 7:00 PM and thanked everyone for attending |  |
| 2. Approval of BOD meeting minutes | * Unanimous vote made to approve minutes from the June 2024 BOD meeting |  |
| 3. Installation 2024 | * Date: June 26, 2024 * Location: Baku Palace * 14 Exhibitors at the Exhibit Hall * Approximately 100 attendees, which is consistent from previous year |  |
| 4. BOD Handoff | * Please schedule a meeting for handoff if you have not yet done this * Please complete BOD forms and return to email |  |
| 5. State Council Updates | **R. DiGregorio** presented the following updates:   * Leigh Briscoe-Dwyer delivered presidential address at ASHP Summer Meeting and is now President of ASHP * ASHP elections conclude on July 12, 2024 * Parallels on council stance and ASHP position statements in House of Delegates * Toshiba Morgan-Joseph appointed as Membership Director (2 year term) * Heather Brener appointed Professional & Leadership Development Director (1 year term) * Kevin Scott named chair of Diversity, Equity, and Inclusion Committee and will serve as ex officio member of the Board of Directors * New Committee Structure was approved to reflect the expanded BOD to 10 people * Committee Chair nominations were approved and will be posted and shared * Draft budget is being developed and will be discussed at upcoming Board Meetings * Director of Pharmacy Roundtables are being planned at Touro College of Pharmacy in Times Square   + Director of Pharmacy planned for September 20, 2024   + Clinical Director of Pharmacy tentatively January 24, 2025 * Advocacy committee now a single committee with grassroots committees being run out of chapters * If any members have photos from the ASHP meeting, chapter meetings, or their recent installations, please share for social media posting | H. Cohen/J. Manzo/R. DiGregorio to provide updates at the next meeting |
| 6.QUAD Collaborative | * This year’s QUAD collaborative theme will be Women’s health, which is also a focus for state DEI Committee * August 29, 2024 – NYC will host hybrid CE on Pharmacist Reproductive Health Services * November 2024 - WCSHP will host * January-March 2025 - RCSHP will host virtual CE; most likely in January or February due to date of Annual Assembly * April 2025 - LISHP will host * The state is planning to participate in a few health fairs and events this year   + The first is 8/17/24 - hosted by the South Queens Women’s Health March | K. Fabbio to provide updates at next meeting |
| 7. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots 4. Communications 5. Industrial Relationships Committee | 1. Membership: Chair: **S. Paone**  * Membership contact list updated for July 2024 * Number of current members: July: 257 (June: 250) * Number of active members: July: 177 (June: 170) * Expiring membership reminder email is sent twice (month prior to and month of expiration) before the member is deleted from Royals email list * May expired and June/July expiring membership email scheduled to members on 6/4  1. New Practitioner: Chair: **N. Karam**    * No updates 2. Grassroots: Co-Chair: **V. Bulakhova/ A. Shor**  * Planning for two meetings – one CE event and one non-CE event * Working to increase involvement of pharmacy students  1. Communications: Chairs: **W. Wang**    * No updates 2. Industrial Relationships Committee: **T. Gerber**    * No updates | * Committee chairs/DALs to provide updates at the next meeting |
| 8. Upcoming Events | **L. Davenport** presented the following upcoming CE events:   * 7/31/24: Fushimi in Times Square; Topic: Assessing Health Literacy to Improve Medication Safety * 9/25/24: Fogo De Chao Brooklyn; Topic: Treatment of Drug Resistant Infections * October 2024: Fall Social; date to be finalized * 10/30/24: Maimonides PGY-2 EM residents to present CE * November 2024 (likely first week): Residency workshop * 11/20/24: Annual Student Clinical Pearls of Wisdom | * **L. Davenport** to provide updates at the next BOD meeting |
| 10. Treasurer’s Report | * See Appendix A   + Checking account balance is $51,485.31   + Closing balance $39,692.18   + Money market account balance is $38,607.07   + Expenses: residency conference speakers, annual assembly, donation to AIDS walk, installation, QUAD | * **J. Son** to provide updates at the next BOD meeting |
| 11. New business: | **K. Fabbio** presented the following announcements:   * Fall Social/Membership drive - Interactive Game night. Plan is to half all new members who sign up and list Royals as their primary chapter will receive 50% off their membership * Touro College of Pharmacy is hosting Leadership Forum on July 25, 2024 with 2 hours of CE; complimentary to pharmacists * Next BOD will be held on Tuesday 9/10 | * **K. Fabbio and L. Davenport** to provide updates at next meeting |
| 12. Adjournment | * Adjourned at 7:13 PM |  |

Respectfully submitted by,

Monica Douglas, PharmD

Secretary – Royal Counties Society of Health-System Pharmacists

Kristin Fabbio, PharmD, BCACP,

President – Royal Counties Society of Health-System Pharmacists