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

**Board of Directors Meeting Minutes**

**President**: Nicholas Niceforo

**Minutes Taken By**: Samantha Paone

**Attendance**: See Appendix A

**Location:** Webex

**Date**: 3/2/22

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 1. Welcome | * **N. Niceforo** 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 February BOD meeting. |  |
| 3. Regional Residency Conference | * The Regional Residency Conference is planned for June 17, 2022. * **R. Quinn** discussed that it will be easier to host the conference using Zoom platform as opposed to Webex (we need to find moderators who have Zoom). * **S. Paone** sent a save the date email to RPDs. * **R. Quinn** suggested sending constant contact invite the beginning of April as the first deadline for residents is 5/6/22. * **R. Lumish** has one company confirmed for a drug sponsor presentation (30 minutes) for the event thus far. * **R. Quinn** proposed to do a raffle for those who attend the drug sponsor presentation to increase attendance. | * **R. Quinn** will contact the keynote speaker, Troy Lynn Lewis, for CE accreditation for the Residency Conference * **R. Lumish** will finalize exhibitors for Residency Conference * **S. Paone** will include information regarding the raffle in the constant contact email |
| 4. Annual Assembly | * Annual Assembly will take place in Saratoga, NY from April 7-10, 2022. * Early bird registration ended March 1, 2022. * **Cost covered by Royal Counties**   + The board is asking delegates to first try to gain reimbursement through their work institution, and the rest will be reimbursed up to $675 from $500.00 previously. | * **N. Niceforo** to provide updates at next BOD meeting |
| 5. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots | 1. Membership  * Chaired by **M. Freel** and **N. Greco** * Membership committee has been updating Gmail contacts and placing into the following categories (“Expired members 2022” Expiring members- \_\_\_\_\_ 2022” and “Members 2022 (with expiring \_\_\_\_ 2022)”) based upon monthly reports sent from NYSCHP * Any member with a membership expiring that month will receive an email detailing the benefits of renewing their membership with Royals. * As of March 1, Royals has 281 members, up 1 from 280 in February. Of the 280, there’s 129 active and 152 associate members.  1. New Practitioner  * Chaired by **N. Dandan** and **Y. Kim** * They are currently working on the next Newsletter.  1. Grassroots  * **T. Gerber** and **S. Paone** (co-chairs) * Forty meetings completed since founding Grassroots in January 2020.   + Seventeen legislative visits in 2021. * Committee met with Senator Jose Serrano’s Legislative Analyst Mandi Heller on 10/15/2021. * Committee met with Assemblymember Nily Rozic’s Chief of Staff Isobel Pulgarin on 10/26/2021. * Committee met with Senator Toby Ann Stavisky on 11/3/2021. * Committee met with Senator Andrew Gounardes on 11/18/2021. * Committee met with James Gaughran on 1/28/21. * **Royals had 9 meetings during Advocacy Week:**   + 2/14/2022:     - Senator Diane Savino     - Assemblymember Steven Cymbrowitz   + 2/15/2022:     - Assemblymember Michael J. Cusick     - Assemblymember Michael Reilly   + 2/16/2022:     - Senator Jose' Serrano     - Senator Andrew Lanza   + 2/17/2022:     - Senator Toby Ann Stavitsky     - Senator Julia Salazar * Next meeting will be on 3/7/22 @3:00 PM with   Assemblymember Aileen M. Gunther. | * Committee chairs to provide updates at next meeting |
| 6. Cross Promotion of Events | * **N. Niceforo** will continue to share events with other chapters and other chapters will do the same. The state is getting involved as well so expect more collaboration going forward. * **N. Niceforo** reported that we should avoid chapter events on Thursdays because this conflicts with NYC chapter events. | * **N. Niceforo** to provide updates at the next BOD meeting. |
| 7. BOD Elections | * Draft email for elections and Royal Counties executive board position descriptions are in the Google Drive Folder. * **R. Kavanaugh** and **N. Niceforo** to review and make edits. Last year email for elections was sent on 3/26 with a deadline of 4/9. | * **N. Niceforo** to provide updates at next BOD meeting |
| 8. Upcoming Events |  |  |
| Upcoming 2022 Events | * **Updates:**   + **R. Quinn** stated that registration is low for the upcoming March 10th meeting.   + **T. Gerber** ispromoting upcoming CEs on social media   + April CE will be given by Pharmacy Times and be free of charge. * **March 10, 2022 (2 CE’s in 1 night)** * Presenter (Cash flow: making the best use of your most precious financial resource): Joe Sciabica, ChFC®, CFP® and Bina Patel * Presenter (Teamwork Perks: Collaborative Drug Therapy Management (CDTM) Pharmacy Practice): Josh Rickard, PharmD, MPH, BCPS, BCACP, CDES * Location: Tuscan Hills * Time: 6-8:30 PM * Exhibitors: Camille Hibbert (Octapharma) * **March 15, 2022 (changed from 2/17/22)** * Presenter: Keith Veltri, PharmD * Topic: Adult, Adolescent and Childhood Vaccination Schedules: A Review of Immunization Schedules - 2022 Centers for Disease Control (CDC) * Location: Virtual * Time: 6-8:30 PM * Exhibitors: Jeff Meyer, Eli Lilly (jmeyer@lilly.com) * **April 28, 2022**    + Presenter: Katherine Tobon, PharmD, BCOP   + Topic**:** Chronic Lymphocytic Leukemia: Optimizing Patient Care Through Expert Knowledge of Drug Therapies and Treatment-Related Toxicities   + Location: Virtual   + Time: 6:30 - 7:30 PM * **May 12, 2022** * Presenter: Joanna DeAngelis, PharmD * Topic: ID * Location: Da Nonna Rosa * **June 14, 2022**: Installation   + Location: Russo’s * **June 17, 2022:** NYC Regional Residency Conference   + Location: Virtual * **July 2022** * Presenters: Rachel Quinn, PharmD and Tony Gerber, PharmD * Topic: Jeopardy * Location: TBD * **September 2022** * Presenter: Christine Ciaramella, PharmD * Topic: EM * Location: TBD * **October 2022** * Presenter: Meagan Freel, PharmD * Topic TBD * Location: TBD * **November 2022** * Presenter: Jenny Xu, PharmD * Topic Hypertriglyceridemia * Location: TBD | * **R. Quinn** to provide updates at next BOD meeting |
| 9. Treasurer’s Report | * See Appendix B * Checking balance is $24,489.45 * Money market account balance is $37,866.28 * **N. Niceforo** reported that Royals has the least amount of money out of the NYS chapters. * Per financial advisor, we are a nonprofit organization and we should not have more than 1.5x our yearly expenditure in our account. Therefore, our chapter is doing well. * Other chapters gain funding with pharmaceutical companies versus having members pay more money. The NYC chapter has a big banquet yearly with 15-20 pharmaceutical companies. * **N. Niceforo** proposed we could consider adding more pharmaceutical sponsors at our installation. | * **R. Lumish** to provide updates at next BOD meeting * BOD members will send pharmaceutical sponsor contacts to **R. Lumish** |
| 10. New Business | * No new business presented. * **N. Niceforo** suggested moving the next BOD meeting to April 13, 2022. | * **R. Quinn** will send April BOD meeting invite for 4/13/22 |
| 11. Adjournment and Next Meeting | * Adjourned at 6:37 PM. |  |

Respectfully submitted by,

Samantha Paone, PharmD, BCPS

Secretary – Royal Counties Chapter – NYSCHP

Nicholas Niceforo, PharmD, BCACP, CDCES

President – Royal Counties Chapter – NYSCHP