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

**Board of Directors Meeting Minutes**

**President**: Maria Sorbera-Longo

**Minutes Taken By**: Rebecca Khaimova

**Attendance**: See Appendix A

**Location:** via Zoom

**Date**: 6:04 pm May 18th, 2020

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| **1. Welcome** | * **M. Sorbera** opened the meeting and all attendees introduced themselves (see attendance above) and a unanimous vote was made to approve minutes from April BOD meeting |  |
| **2. Elections** | **Election Results:**   * + N Niceforo is President-elect   + R Lumish is Treasurer   + R Quinn is Secretary   + T Mondiello is Delegate at Large   + R Kavanagh, N Niceforo, M Sorbera, B Maniara, J Scott, S Ventrice, D Patel, and V Limoncelli are Delegates | * **M Sorbera** to send off information and hand off meeting(s) |
| **3. Committee Updates** | * **Grassroots Committee:** Tony Gerber and Samantha Paone (co-chairs) * Working with western chapter on doing telephonic visits with legislature * Trying to push for provider status with a united front on pharmacist end (working with Northwell, PSSNY, and other organizations) | * **T Gerber and S Paone** trying to schedule more visits |
| **4. Upcoming Events** |  |  |
| June 12th, 2020 | **Residency Conference**   * + All sessions are accredited   + Conference will be via Zoom   + Draft of the agenda was created and presented   + One Zoom session needed for Keynote presentation and Roundtable discussion/panel     - Keynote speaker will be Elise Kim speaking on residency program development during pandemic     - Will want to include Northwell, NYP, Elmhurst, NYU, NYC Health and Hospital, Maimo, and potentially more invited for Panel     - Will need to decide whether to invite by specialty, borough, institution, or NYSCHP chapter   + Will require volunteers with Zoom accounts to at least set up Zoom session in morning and afternoon     - One royal E-board member to be in each room as moderator     - Members will be assigned as evaluators     - Will need to do surveys through google forms       * Moderator should show email again at the end of the presentation   + Will leave final feedback to moderators at afternoon sessions to announce   + Potentially due a survey at the end of the conference   + Consider obtaining pictures from resident programs to develop slideshow for graduation during closing remarks     - Have each residency director call up resident and maybe have a slide for each resident | * **M Sorbera** to finalize the agenda * **M Sorbera and R Kavanagh** to invite directors of pharmacy for panel * **R Khaimova** to email hospitals that did not submit resident presentations * **R Kavanagh** to send out google form |
| August 18th, 2020 | **New Practitioner (Med Safety) CE**   * + - Possible Location: TBD     - Presenter: Emily Kim     - Sponsor: TBD | * **R Kavanagh** to update at next BOD meeting |
| September 2020 | **TBD CE Topic**   * + - Possible Location: TBD     - Presenter: Eric O     - Sponsor: TBD | * **R Kavanagh** to update at next BOD meeting |
| June 2021 | **Installation**   * Location: Russo’s by the Bay * Date: Postpone to later date (maybe September)   Will try to reschedule for next June | * **M Sorbera and R Kavanagh** to follow up |
| **5. Treasurer’s Report** | * See Appendix B * Reimbursed participants for conference * Will need to pay student award winner * Our checking balance is $16,903.71 * Money market account balance are $37,324.20 | * **N Niceforo** will follow up at next BOD meeting |
| **6. Adjournment and Next Meeting** | * Adjourned at 7:13 PM |  |

Respectfully submitted by,

Rebecca Khaimova, PharmD

Secretary – Royal Counties Chapter – NYSCHP

Maria Sorbera, Pharm.D., AAHIVP, BCACP

President – Royal Counties Chapter – NYSCHP