**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
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| **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
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| **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
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| August 18th, 2020 | **New Practitioner (Med Safety) CE*** + - Possible Location: TBD
		- Presenter: Emily Kim
		- Sponsor: TBD
 | * **R Kavanagh** to update at next BOD meeting
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| September 2020 | **TBD CE Topic*** + - Possible Location: TBD
		- Presenter: Eric O
		- Sponsor: TBD
 | * **R Kavanagh** to update at next BOD meeting
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| 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
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| **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
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Respectfully submitted by,

Rebecca Khaimova, PharmD

Secretary – Royal Counties Chapter – NYSCHP

Maria Sorbera, Pharm.D., AAHIVP, BCACP

President – Royal Counties Chapter – NYSCHP