**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**: 9/6/2022

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| **Category** | **Discussion** | **Action Item and Party Responsible** |
| 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 August BOD meeting |  |
| 3. Student Clinical Pearls of Wisdom Updates | * Clinical pearl is a 15 minute presentation with 5 minutes of questions afterwards * Interested students were instructed to fill out Google Forms document   + 12 responses were received * There will be two sessions each containing four students   + 11/2/2022 (live)   + 12/14/2022 (virtual) * **T. Gerber** created rubric for students to be evaluated | * **R. Quinn** and **T. Gerber** to obtain CE accreditation |
| 4. QUAD Winter Gala | * NYSCHP wants to host a winter gala for QUAD chapters   + Date: 12/16/2022   + Location: Terrace on the Park * Westchester (hosting chapter), NYC and Royals will be contributing to the event * Each non-hosting chapter will be required to pay $375 and find 1-2 sponsors   + If there is a profit, it will be divided among the 3 chapters involved (host chapter would receive 40% of profit and each non-hosting chapter will receive 10% profit per sponsor) * At least one volunteer from Royals is needed to plan event   + **R. Quinn, T. Gerber,** and **N. Niceforo** are involved in the planning committee | * **R. Quinn** and **T. Gerber** to provide updates at next BOD meeting * NYSCHP President **A. Cheng** to provide more details in coming weeks |
| 5. Professional Development Series | * Dates: November 14, 15, 16, 17 * Location: Zoom * Sponsored: Northeast and Royals * Audience: Students; Certificate will be   obtained if students attend ALL  required sessions   * Day 1   + How to write an effective CV and cover letter (required for certificate) * Day 2   + Midyear overview (optional)   + How to prepare for an interview (required for certificate) * Day 3   + Panel discussion (required for   certificate)   * Day 4:   + Mock interview (optional) * **R. Khaimova** sent out Google Forms to   obtain interested pharmacists for  sessions | * **J. DeAngelis** and **R. Khaimova** to provide updates at next BOD meeting |
| 6. Installation | * **T. Gerber** proposed moving installation to Baku Palace in Brooklyn given difficulty for majority of members to commute to Russo’s on the Bay * Cost per person: $95 includes food, wine, and entertainment (live music) * Location is off the Belt Parkway Highway, has off-site parking garage 1 block from restaurant, and is a 10-minute walk from Q/B train * **S. Ventrice** expressed concern that if venue is switched to Baku Palace for this year, Royals will lose the discounted rate at Russo’s for future years * **R. Quinn** shared that Royals members requested that events be located in Brooklyn and near public transportation on the recent survey * **N. Niceforo** recommended pushing start time to 6:30 PM so there is additional time to get to the venue from work * **N. Niceforo** suggested holding event on a Thursday rather than a Tuesday * **N. Niceforo** recommended polling the members regarding change in venue for installation | * **T. Gerber** and **R. Quinn** to create a Google Forms to send out to members and will share results at next BOD meeting * **R. Quinn** to reach out to NYC and Long Island chapters to request that they not host event on the same Thursday as Royals Installation |
| 7. NYC Regional Residency Conference | * **R. Quinn** proposed the idea of moving the event from LIU to Touro College of   Pharmacy   * **R. Quinn** contacted Henry Cohen who said that Touro would be happy to host the conference   + Henry Cohen will let **R. Quinn** know if it will be hosted at current facility or new facility * **T. Gerber** expressed concern about not knowing the layout of Touro which might make planning the event difficult * **R. DiGregorio** supported the idea of having the conference at Touro but suggested booking both LIU and Touro in case construction is not completed in time at Touro * **M. Longo** is not sure if the space at LIU will still be complementary   + Previous contact person at LIU was Janice Charles * Royalsto apply for grant via Pfizer to help fund the event | * Royals members are to reach out to **R. Quinn** and **T. Gerber** if they are interested in planning event * **R. Quinn** to follow up with Touro * **M. Longo** to follow up with LIU |
| 8. Pricing of events | * Current pricing does not reflect student pharmacists * **R. Quinn** proposed the following pricing for in-person events   + Pharmacists: $10   + Technicians: $5   + Residents: $5   + Students: Free * Unanimous vote to approve pricing | * **R. Quinn** to add students and residents to pricing schedule |
| 9. Committee Updates   1. Membership 2. New Practitioner 3. Grassroots 4. Communications | 1. Membership: Chair: **S. Mansour**  * Number of current members: 204 (from 200) * Number of active members: 139 (from 137) * Plan to recruit student pharmacists at student club fairs  1. New Practitioner: Co-chairs: **D. Zavgorodnyaya** and **J. Rota Scott**  * Next newsletter to be issued in November * New Practitioner Spotlight at the end of every month  1. Grassroots: Co-chairs: **T. Gerber** and **S. Paone**  * Meeting with Senator Boyle completed on 8/31/2022 * Co-chairs encouraged all members to reach out to local senators and assemblymembers to schedule legislative visits   D) Communications: **L. Hessam**   * Working on September 21st event flyer | * Committee chairs/DALS to provide updates at the next meeting |
| 10. Upcoming Events | * **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: Pig Beach   + **T. Gerber** recommended all RPDs to forward networking event invite to residents   + **R. Khaimova** to forward invitation to LIU students * **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: PrEPare Yourself for Updates in PrEP   + Location: Scottadito Osteria Toscana   + Sponsor: Viiv * **October 16, 2022**    + Breast Cancer Awareness Walk   + Location: Central Park * **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: Cebu Bay Ridge   + Sponsor: Merck * **November 30, 2022**   + Presenter: Marina Buksov, PharmD   + Topic: Herbalism 101: How to Integrate Herbalism into a Comprehensive Care Plan   + Location: Mama Raos   + Sponsor: Ortho Molecular * **December 14, 2022: 1.5-hour event**   + Presenter: Student Pharmacists   + Topic: Student Clinical Pearls of Wisdom Event   + Location: Virtual * **January 18, 2023**   + Presenter: Victoria Rupp, PharmD, BCACP, BC-ADM   + Topic: Diabetic Kidney Disease   + Location: Vis-à-vis   + Sponsor: Apellis Pharmaceuticals * **February 22, 2023**   + Presenter: Joe Sciabica and Bina Patel   + Topic: Financial Topic   + Location: Vista Sky Lounge in Long Island City   + Sponsor: Sanofi * **February/March 2023**   + Possible professional development event * **March 8, 2023**   + Presenter: Rebecca Khaimova PharmD, BCACP   + Topic: Continuous glucose monitoring   + Location: Fushimi Bay Ridge   + Sponsor: Sunovion | * **T. Gerber** to provide updates at the next BOD meeting |
| 11. Treasurer’s Report | * **B. Sulaiman** sent in form CT-247 which would exempt Royals from paying sales tax for events * Form wassent by certified mail and fax * See Appendix B * Checking balance is $33,803.52 * Money market account balance is $37,874.45 | * **B. Sulaiman** to provide updates at the next BOD meeting |
| 12. New Business | None |  |
| 13. Adjournment and Next Meeting | * Adjourned at 7:00 PM |  |

Respectfully submitted by,

Rachel Lumish, PharmD, BCACP

Secretary –Royal Counties Society of Health-system Pharmacists– NYSCHP

Rachel Quinn, PharmD, BCACP, AE-C

President – Royal Counties Society of Health-system Pharmacists– NYSCHP