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Call to Order: 5:31pm

In Attendance: Brian Kersten, Nicole Cieri, Amy Wojciechowski, Melissa Zalenski, Renee Puleo, Aubrey Gawron, Karl Fiebelkorn, Jim Bartlett, Chris Jadoch, Emma Gorman, Lindsey Feuz, Erin Slazak, Liz Wojakowski, Matt Calamia

1. Approval of Previous Meeting Minutes – n/a (May minutes approved via email vote)
2. President’s Report (Kersten):
   1. Introductions of all present members
   2. Review of BOD
      1. Voting members: (president, president-elect, immediate past president, secretary, treasurer, director of communications, director of pharmacy practice, director of public policy)
      2. Quorum: 5/8 members must be present (majority)
   3. Updates
      1. Chapter Assessment consultation – WNYSHP in good position overall, need improvement in setting a budget for better planning purposes, improving involvement beyond just CE events (social events, informal networking, reach out via paper mailer several times per year), honorarium higher than standard practice, changing status to non for profit status for tax purposes
      2. Chapter President’s Call (7/20)
         1. Website changes/updates – lots of improvements and updates, links to western Google website and Facebook page
         2. Live Webinars – HAP webinar done last month, plans to continue moving forward and to archive webinars for later viewing
         3. Budget template – to be provided for chapters to utilize to improve process
      3. Western Membership Status – monthly email updates from NYSCHP, currently ~85 members, working on strategies to increase membership
         1. new practitioner network
         2. student involvement – differentiate between active vs passive membership to incentivize students to do more WNYSHP activities (possibly will create sub-committee to address this)
   4. Goals
      1. Committees
         1. Chapter (Membership & Continuing Education) –
            1. Membership - meeting to be scheduled soon, looking for new members to participate
            2. Continuing Education – addressed in director of pharmacy practice report
         2. State – most committees have Western representation, contact Brian if interested in becoming more involved on the state level
      2. Website / electronic communications
      3. Member engagement – value, looking for new ways to provide and demonstrate value to members
      4. Social Event(s) – wine tasting, outdoor activities in parks, include students
      5. Strategic Plan (Mission and Vision) – consider 3 year plan, would allow for setting of short term and long term goals, allows for more continuity year to year with transitions of leadership, Brian to organize recruiting people to help design plan
      6. New Practitioner Network – plans to create this group to increase involvement
   5. Business
      1. Speaker compensation – our speaker compensation is above average, recommendation from NYSCHP is $300/hour
         1. Motion to limit speaker fee to $300/hour unless approved by the CE committee in exceptional cases 🡪 approved by BOD vote
   6. Next Meeting – Steer on Main Street for September meeting
      1. Suggestion to consider choosing a venue that may host a CE event and get them to pick up the tab as an enticement to get us to have their events there
3. Immediate Past President Report (Lewis): no report
4. President Elect Report (Cieri): no report
5. Secretary’s Report (Wojciechowski): no report
6. Treasurer’s Report (Zalenski):
   1. June 14th CE:
      1. Revenue total: $2585
         1. $1,085 (member payments)
         2. Sponsorship:
            1. Sunovion: $750
            2. Sanofi: $750
      2. Expense total: $2745.24
         1. Awards from Tony Martin: $406.29
         2. Pearl Street: $1579
         3. Speaker honorariums: Karl Fiebelkorn $750
         4. Square transaction fees: $9.95
      3. Net: -$160.24
   2. Current bank balance as of 8/7/17: $23,936.60
   3. Awaiting membership reimbursement check from Council
7. Director of Pharmacy Practice Report (Gawron):
   1. CEs/Events:
      1. Saturday, September 9th - DYC Student Programming open to all pharmacy students, $30 fee
         1. Essential skills for student pharmacists (CV workshop, resident roundtable, Midyear info, how to write a letter of intent, etc)
         2. UB, DYC, SJFC students, similar program as last year, will need assistance from local residents
         3. DYC and NYSCHP are assisting with financial support of the program
         4. Clarification requested regarding relationship between SSHP/WNYSHP/ASHP, what is parent organization of SSHP, current structure remains unclear, Chris will seek guidance form NYSCHP
      2. Thursday, September 21st @ Rizotto Ristorante - "Preparing and Transitioning the Bariatric Surgery Patient" presented by Scott Monte
         1. Recruiting students to present Clinical Pearls, preferably P4s
         2. Emails to be sent out to student lists to get volunteers
      3. Saturday, October 28th @ UB Clinical and Translational Research Center - The Critical Care Symposium
      4. November @ Ilio DiPaolo's - Vaccine-preventable disease outbreaks (1 hr) presented by Bill Prescott, need an additional speaker to do second hour on a related topic
      5. January @ Sean Patrick's - PGY-2 CE presentations
      6. PGY-1 - 30 minute lunch-time webinar CEs starting in January (free, live programs)
         1. NYSCHP provides access to webinar technology
         2. 9 local residents
         3. Consider offering webinar to non-members for a small fee, such as southern tier chapter or non-NYSCHP members, need to coordinate logistics of payment collection, possibly via Council website
      7. Spring time - four hour programming on a Saturday (including the third local PGY-2 resident)
      8. Interest survey to be sent out to members to assess interest in topics, dates/times, locations, etc.
8. Director of Public Policy Report (Fiebelkorn):
   1. Bills that did not get through:
      1. Pharmacy interns as immunizers (passed senate, not assembly)
      2. Registration and certification of technicians (passed senate, not assembly)
      3. Immunization expansion, removal of sunset clause, expansion to all CDC-recommended vaccines for adults (stuck in committee, did not come up for vote)
   2. Idaho allowing technicians to immunizer
   3. DEA drug disposal program Oct 28
   4. DEA is cutting quota of CI and CII drugs by 20% for 2018
9. Director of Communication Reports (Puleo):
   1. Newsletter to be published later this week
   2. Soliciting material for future newsletters (pictures, articles, etc)
10. NYSCHP Board Liaisons Report (Jadoch):
    1. August 25 – downstate student program similar to what we are doing here in September
    2. Council looking to revive speakers bureau
    3. Annual Assembly in April in Saratoga for 2018, location for 2019 is being discussed with possible WNY locations
    4. Advocacy – unsuccessful with efforts this year with legislature, current efforts for the upcoming year will focus on Assembly since that is where the pharmacy bills fail (technician bill, vaccines)
    5. Bills passed both chambers but awaiting governor signature – (pharmacist authorized refills and drug disposal requirements for chain pharmacies)
11. UB Liaison Report (Slazak): no report, classes starting later this month
12. D’Youville Liaison Report (Hutcherson):
    1. Recruitment – PowerPoint and poster presentations at P1 orientation
    2. Mentorship Program – 23 P1 students signed up so far, plans to schedule the annual mentorship mixer in the next few weeks
    3. First chapter meeting of the year will be held later this month
13. Webmaster Report (Bartlett):
    1. Website redesign plans to improve functionality
    2. Online payment options being explored, consider fees as well as legal risks of having credit card info
14. Open Forum
    1. Not for profit 501-3c status would allow us to get percentages of sales from smile.amazon.com, process is relatively complicated but may be something to consider

Adjourn: 6:36pm

| Date | Time | Location |
| --- | --- | --- |
| ~~8/8/17~~ | ~~530pm~~ | ~~D’Youville Drug Info Center, DAC 320~~ |
| 9/12/17 | 530pm | Steer on Main Street |
| 10/10/17 | 530pm | D’Youville Drug Info Center, DAC 320 |
| 11/14/17 | 530pm | UB South Kapoor Hall RM 228 |
| 12/12/17 | 530pm | D’Youville Drug Info Center, DAC 320 |
| 1/9/18 | 530pm | UB South Kapoor Hall RM 228 |
| 2/13/18 | 530pm | D’Youville Drug Info Center, DAC 320 |
| 3/13/18 | 530pm | UB South Kapoor Hall RM 228 |
| 4/10/18 | 530pm | TBD |
| 5/8/18 | 530pm | UB South Kapoor Hall RM 228 |
| 6/12/18 | 530pm | D’Youville Drug Info Center, DAC 320 |