Western New York Society of Health-System Pharmacists

Board of Directors Meeting Minutes

September 11, 2018 at 5:30pm

D’Youville Room 230 (DIC)

In attendance: Joel Costanzo, Melissa Zalenski, Alexander Smith, Lindsey Feuz, Megan Gee, Letitia Warunek, Emily Lewandowski, Jim Bartlett, Michael Milazzo, Stephan Olson, Denis Vanini, Nicole Cieri-Hutcherson, Christopher Jadoch, Aubrey Gawron

Call to order 5:31

1. Approval of Previous Meeting Minutes
	1. Approved
2. President’s Report (Cieri-Hutcherson):
	1. Formalize in bylaws new committees – public policy, webmaster, communications
	2. Treasurer double check by director of pharmacy practice
	3. NYSCHP AA: Innovate, motivate, educate April 11-14, 2019; The Saratoga Hilton; Saratoga Springs, NY – likely same location for 2020 and 2021
	4. NYSCHP updates:
	5. Fraud Alert
		1. Look at email address
		2. Supporting documentation, consider always having W9s for major payments
		3. Policy of second verification
	6. Financial Update
		1. $495,000 better compared to previous year
	7. Legislative Update
		1. No big updates, grassroots committee (pharmacy intern bill passed both houses not governor yet)
		2. Grassroots Advocacy committee
			1. Next meeting will be first week of October
			2. Review the advocacy resources by going to www.nyschp.org and clicking the advocacy tab
			3. Fill out your information on the attached tracker and send back to me and Andrew. You will not need to submit your address, just search for your home and work representatives and enter them into the spreadsheet (nyschp.org --> click advocacy --> click "Find your legislators"). If you have never participated on a legislative visit or are not ready to go on your own, indicate, "un-seasoned" on the spreadsheet.
			4. Recruit other interested members and have them email myself and Andrew to join the committee!
	8. Tri-State Meeting Sept 21
	9. WNYSHP updates:
		1. Bison’s Game: August 22nd; SURVEY RESULTS
		2. CE Sept 27 – DYC Clinical Pearl
		3. CE Oct 30 – UB Clinical Pearl
		4. Funding for student programming
			1. Sponsor up to $100 - approved
	10. Budget (Melissa) – see below
	11. Strategic Planning Committee (Brian) – see below
	12. Delineation of duties (Emma)
	13. Calendar (Google calendar?)
		1. Add emails of BOD members for access
	14. Delegates – send out assignments
		1. Up active members (August was 95)
			1. Will be contacting new Pharmacist members (Delegates)
			2. Expiring Members (Contact Pharmacists – Delegates):
	15. Reviewed members with undefined chapters and added 1 student.
3. Immediate Past President Report (Kersten):
	1. I can’t make the meeting tonight, but here is a brief report:
		1. I sent out the final draft of the strategic plan about a week ago as a reminder the document exists. Hopefully all the board members can review and align some of their yearly goals with what is in the plan
		2. Pharmacy Week 2018(Oct 21-27) will be here before we know it. I would just propose the question…Do we want to do anything as an organization?
			1. Look into ASHP tool-kit
			2. Recognize pharmacy departments in local hospitals/promote WNYSHP. Snacks and drinks. Outreach opportunity.
				1. Discuss specifics and budget at next meeting
		3. Table covering: Melissa can probably speak more about it. (Another expense line in budget)
			1. Quote for $205 from organization in Albany
				1. Looking for other venders and prices
			2. Potential contest for logo design?
				1. Admission to CE and notoriety on website for winner if member
				2. If non-member attempt to gain membership
		4. For the budget, I would try to set aside something (ie $400 or $500) for the Advocacy line (Albany Day bus, or maybe even something at the Chapter level) and if it doesn’t end up being used no big deal. At least it is being accounted as a possible expenditure
			1. Great job on putting together a budget, Melissa! – even though it isn’t completely balanced at this point it raises some good discussion points
			2. Square will help capture additional revenue for those that don’t attend (although this won’t account for potential ~$2,000 budget gap)
			3. May have to find speakers more willing to waive honorarium/more displays…puts more pressure on Aubrey
			4. Some expenses for last year will also be off set because the tax waiver wasn’t used the entire year
			5. Also there is that Frank Heinrich award ($200)…could probably use towards student events as that is how it was intend so it wouldn’t necessarily increase the budget gap
4. President Elect Report (Gorman):
5. Secretary’s Report (Costanzo):
6. Treasurer’s Report (Zalenski):
	1. Numbers from Bisons outing
		1. Revenue = $500
			1. Sales: $500
		2. Expenses = $1436.66
			1. Deposit: $850
			2. Square fees: $24.46
			3. Game only tickets cost: $100
			4. Food cost: $462.20
	2. Membership committee used allotted $500, used $100 of membership retention funds reimbursement from council as well
	3. Total net: - $336.66
	4. Bank balance (as of 9/7/18): $24,929.17
	5. Bank balance 8/31/2017: $24,972.17
	6. \*Discuss budget
		1. Finding small ways to adjust the budget
			1. Talk to council to be allowed to charge for webinar for non-members
				1. In attempt to increase revenue and potentially membership
			2. Fundraiser
				1. Possibly t-shirts with new logo
				2. Possibly basket auction
	7. Budget approved
7. Director of Pharmacy Practice Report (Gawron):
	1. Upcoming Fall 2018 / Winter 2019 CE Events:
		1. September 27th at Michael's - Pro-Con Debate (LMWH vs Edoxaba; Andexanet alfa) Reviewing reversal agents for anti-coagulation; 2 vendors; 43 attendees
		2. October 30th at Protocol - Pharmacists involvement in suicide prevention/med safety / Student clinical Pearl Syed Samad
		3. November 27, 28, or December 11 (pending the Clinical Education Initiative (CEI) availability) at DYC - STD updates for the pharmacist sponsored by CEI and the BGMC ID PGY-2
	2. Critical Care Webinar Program - date TBD
	3. Webinars 2019:
		1. January 16th (BGMC/OCH), February 7th, (NFM) March 7th (BGMC), April 3rd (Mercy), and May 8th (Mercy)
		2. Charge non-members who want to obtain CE credit $10 to 20?
	4. Students for clinical pearls:
		1. Haley Monolopolus (DYC) - September: Reversal agents for anticoagulants
		2. Syed Samad (UB) - October
		3. Sam Faso (DYC) - November
		4. Ashley Guszek (DYC) - Possibly Winter/Spring 2019
		5. James Petti (DYC) - Possibly Winter/Spring 2019
	5. Opportunity for delegates to get involved with precepting students for the clinical pearls
		1. Provide feedback and possibly opportunity to present prior to CE
	6. CE payments:
		1. Remove late fee registration of $5?
			1. Approved
		2. Increase technician price for the CE: Members $15 to 20 and non-members $30 to 35
			1. Approved
8. Director of Public Policy Report (Milazzo):
	1. Intern immunization
		1. Authority for interns to administer immunizations was passed by both houses of the NYS legislature – last step is to be delivered to the Governor and for him to sign it
		2. The council encourages its members to reach out to the Governor and inform him of how important this legislation is
		3. A draft letter has been created for you to use on the NYSCHP website (httls://www.nyschp.org/immunization). Please customize your message to the Governor so he can hear from a variety of Pharmacy viewpoints on this critical issue.
	2. Pharmacy Technician Registration
		1. As you know, the Technician Bill passed again in the Senate but did not advance in the Assembly this past session
		2. Some pharmacy organizations (NYSCHP, PSSNY, Chain Pharmacy Association) and 1199 have been in communication with Assembly Leadership on a new, focused approach to the Technician Bill
			1. We have a new draft which are working on with key stakeholders; the Council is also taking a leadership role this year on trying to push this issue forward
		3. Of the 12 WNY Assembly Members, the assemblymembers whose names are in bold is a sponsor: **Stephen Hawley, Robin Schimminger**, Crystal D. Peoples-Stokes, Erik T. Bohen, Monica P. Wallace, Michael J. Norris, Angelo J. Morinello, **Raymond Walter**, David DiPietro, Joseph M. Giglio, Sean Ryan, and Andy Goodell
			1. We plan to target the other 9 in an effort to help move this forward
	3. Collaborative Drug Therapy Management
		1. **CDTM** authority was scheduled to sunset in **September 2018** – it has now been delayed to **July 2020**
		2. **CMM**, which was included in the Governor’s budget proposal, was not included in the legislative/final budget
		3. We are trying to get a multi-organization workgroup on this issue together to reach consensus – if you are interested in participating, please let Andrew Kaplan (Andrew.Kaplan@mountsinai.org) know
	4. Pharmacist Obligation to Dispense Prescriptions
		1. Based on some news from other states (example: Arizona), a bill was introduced which would require pharmacists to dispense prescriptions under certain circumstances. We are in the process of forming a position statement that protects both the patient’s right to receive care and the pharmacist’s right to opt out of dispensing a medication with which they are morally at odds
	5. Grassroots Advocacy
		1. I am proposing that WNYSHP starts its own Grassroots Advocacy Committee
			1. We will develop goals regarding grassroots advocacy
				1. Letter writing
				2. Legislative visits

Nicole will draft proposal

* + - 1. Excel tracker
1. Director of Communication Reports (Puleo):
2. NYSCHP Board Liaisons Report (Voigt):
3. UB Liaison Report (Cieri-Hutcherson):
	1. Dennis (P2 Liaison)
		1. P1 liaison applications out
		2. Setting up mentorship program
			1. Pharmacy students with residents, other students, pharmacists
		3. Setting up residency informational meetings
4. D’Youville Liaison Report (Gorman/Weiss):
	1. Steve (SSHP president-elect)
		1. Just had mentor mixer
			1. Nacho bar, got to meet mentor and chat
		2. 2 P1 liaisons have been chosen
		3. Residency talk coming up (Nicole Webb)
		4. 3 flu clinics in October
		5. Halloween trick-or-treat event coming up
		6. Light the night attendance this year
5. Webmaster Report (Bartlett):
	1. Transitioning away from constant contact
		1. Trying to get email to not get bounced back
			1. Possibly having a point person at each school to disseminate the information
				1. Liaisons
			2. Getting people access to the Google account
6. Open Forum:
	1. Discuss community outreach opportunities
		1. Food kitchen, members bring family members
7. Adjourned at 7:09

| Date | Time | Location |
| --- | --- | --- |
| ~~8/14/18~~ | ~~530pm~~ | ~~UB South Kapoor Hall RM 228~~ |
| ~~9/11/18~~ | ~~530pm~~ | ~~D’Youville Drug Info Center, DAC 320~~ |
| 10/9/18 | 530pm | UB South Kapoor Hall RM 228 |
| 11/13/18 | 5pm | Phone |
| 1/8/19 | 530pm | D’Youville Drug Info Center, DAC 320 |
| 2/12/19 | 530pm | Phone |
| 3/12/19 | 530pm | UB South Kapoor Hall RM 228 |
| 5/14/19 | 530pm | D’Youville Drug Info Center, DAC 320 |