



## **The New York State Council of Health-system Pharmacists**

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### **2015 HOUSE OF DELEGATES**

Bolton Landing, NY

April 23, 2015

### **REPORT OF THE EXECUTIVE DIRECTOR**

**Shaun C. Flynn**

*This report is for consideration by the New York State Council of Health-system Pharmacists House of Delegates only and does not represent official policy until approved the House of Delegates.*

## I. Responsibilities of the Executive Director

The Executive Director shall be responsible for the administrative activities of NYSCHP including direction of all operations, programs and activities. The Executive Director shall at all times, support the vision, mission and goals of NYSCHP.

## II. Operations

### A. Administration

1. Dates for upcoming Annual Assemblies are as follows:
  - a. 2016: April 26 - May 2, Saratoga Hilton, Saratoga, NY
  - b. 2017: April 26 – April 30, Sagamore, Bolton Landing, NY
2. TriState Educational Program, September 18, 2015.
3. Jan Keltz Memorial Winter Educational Program: January 2016, site and date TBD.
4. NYSCHP continues to provide association management services for the New York State Council of Health-system Pharmacists Research and Education Foundation (REF) and assists in the administration of the REF awards and certificate programming.
5. NYSCHP continues to provide successful practice based (certificate) continuing professional education programs in areas such as Antimicrobial Stewardship, Anticoagulation, Cardiology, Diabetes, Pain Management, Oncology, ER codes.
6. The Technology Summit was held in March in conjunction with the Albany College of Pharmacy, PSSNY and ASCP.
7. Serious deficiencies related to the conversion of the database management system to Your Membership during the spring of 2014 have been addressed. Lingering issues with functionality will be worked on immediately following the Annual Assembly.
8. I have addressed most of the financial record keeping and policy deficiencies that have been outlined by recent audits.
9. New policies on contracting and Executive Director Reimbursement have been implemented to improve internal controls.
10. A thorough budget/financial review was conducted in late September. Structural budget deficits and significant cash flow issues were identified and cost containment measures were implemented. The result of these actions was a savings of approximately \$10,000 during the fourth quarter.
11. Social media accounts have been reactivated and are now updated on a regular basis.
12. Significant issues with the Council's web site's appearance and functionality have been addressed. I will continue to make improvements to the website throughout the remainder of 2015.

## III. Activities

**Nationally:** I have represented NYSCHP at the following ASHP events: September 2014 ASHP orientation meeting at the ASHP headquarters and the 2014 Midyear Clinical in Anaheim, California.

**State:** On the state level, I have attended meetings with the Alliance of New York Licensed Health Professionals (ANYLHP), IPRO, Touro College, D'Youville College of Pharmacy, NYS Cancer Consortium Steering Committee, NYS Pharmacy Conference, NYS Senate, NYS Assembly, NYS Office of the Professions, the State Education Department, State Department of Health, Bureau of Narcotic Enforcement and NYS Board of Pharmacy. NYSCHP continues to work collaboratively with PSSNY and ASCP to promote our mutual legislative agendas. I will continue to work to expand the Council's visibility in these areas and pursue avenues for NYSCHP to provide input with regard to professional and legislative issues that promote and enhance the pharmacy profession.

Respectfully submitted,

A handwritten signature in black ink that reads "Shaun Flynn". The signature is written in a cursive, flowing style.

Shaun C. Flynn  
Executive Director