

ICHP Board of Directors Meeting Minutes

Wednesday January 11th, 2012

Haspel/Hambrick Hall at Midwestern University Chicago College of Pharmacy

BOARD OF DIRECTORS		
Carrie Sincak	Immediate Past President*	A
Chris Rivers	President*	P
Tom Westerkamp	President-Elect*	P
Kathy Komperda	Secretary*	P
Rochelle Rubin	Secretary-Elect	P
Mike Weaver	Treasurer*/ Chairman of Website Committee	C
Ann Jankiewicz	Chairman of the House*	C
Holly McMaster	Technician Representative*	A
Sheila Allen	Director, Marketing-Affairs*	C
Jennifer Ellison	Director-elect, Marketing Affairs	A
Mike Fotis	Director, Educational Affairs*	C
Travis Hunerdosse	Director-elect, Educational Affairs	C
Linda Fred	Director, Organizational Affairs*	C
	Director-elect, Organizational Affairs	
Jennifer Phillips	Director, Professional Affairs*/ Assistant Editor of <i>KeePosted</i>	P
	Director-Elect, Professional Affairs	
Ed Rickert	Director, Government Affairs*	P
	Director-elect, Government Affairs	
Kristi Stice	Chair, New Practitioners Network*	C
Jennifer Arnoldi	Chair-Elect, New Practitioners Network	C
Desi Kotis	Northern Region Director*	C
	Northern Region Director-Elect	
Scott Bergman	Central Region Director*	C
	Central Region Director-Elect	
Mark Luer	Southern Region Director	C
	Southern Region Director-elect	
Scott Meyers	Executive Vice President*	P
David Tjho	Chairman, Committee on Technology	A
Ed Rainville	WCISHP President	A
Xin Yang	MWU CCP Student Chapter President	A
Emily Lin	UIC COP Student Chapter President	A
Ella Starzycka	Student Representative from UIC	A
Brice Foose	SIUE Student President	A
Tara Warren	SIUE Student Representative	A
Kristopher Leja	CSU-ICHP Student President	A
Anthony Vu	CSU-ICHP Student Representative	A

BOARD OF DIRECTORS		
Jacob Gettig	Editor, <i>KeePosted</i> and Chairman on the <i>KeePosted</i> committee	A
Trish Wegner	Vice President of Professional Services, ICHP	P
Maggie Allen	Director of Operations, ICHP	C

P= Present; C= Conference Call; A = Absent; * = voting member of the board

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>PLAN / ACTION</u>
Call to Order	Chris Rivers called the meeting to order at 1:06 pm	Informed
Announcements/Introductions	Congratulations to Diana Isaacs on the birth of her baby girl and to Scott Bergman and his wife on their baby due in April.	Informed
Board responsibilities, confidentiality, conflicts of interest	Chris Rivers reviewed the BOD responsibilities and reviewed what is considered confidential	Informed
Approval of Minutes – 11.12.11	Motion: Tom Westerkamp motioned to approve the November 2011 BOD minutes, second. - Approved	Approved
Treasurer's Report Financial Reports, December 31, 2011	Mike Weaver reported (attached) - Once all expenses and incomes have cleared, Mike will send out an addendum to the report via e-mail for discussion so that we do not have to wait to March meeting to review the final financial reports from 2011.	Informed
2012 Budget Approval	Mike Weaver reported (attached – draft 5) - Reviewed the budget highlighting certain aspects of the 2012 budget - This budget includes a bonus (\$2500) for Jim Owens and a 2.5% salary increase for this year (same raise as all staff); a contribution to the ASHP Foundation; and a contribution to the Manasse Legacy Campaign. Motion: Mike Weaver made a motion to approve the 2012 proposed budget, second - Approved	Approved
Unfinished Business	Kathy Komperda brought up for discussion an action item from the last BOD meeting – setting up a communication between all the student chapter advisors. Scott states he will work on this when he visits all the schools this January and February for Legislative Day 101.	Informed
New Business Technician Complimentary Registration to Spring Meeting	Scott Meyers reported - Proposed to offer one free spring meeting registration to technicians from each hospital in the state regardless whether any other member of the institution is attending or not. Would send out a mass mailing to each hospital. Discussed the impact on the budget ; however, the registration fee is low (\$35). - Motion: Scott Meyers made a motion to send out a complimentary technician's registration to all IL hospitals with the following details, second:	Approved

<p>Manasse Legacy Campaign</p>	<ul style="list-style-type: none"> ○ Offer to each hospital the option to either send one technician for free or to offer a "Buy one/Get one Registration" ○ Must be career technicians; student pharmacists who are technicians are not eligible ○ The first 50 are eligible who sign up before the early bird registration ○ The technician does NOT need to be an ICHP member <p>- Approved</p> <p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Executive committee proposed to donate \$500 to the Manasse Legacy campaign and to continue the ASHP foundation donation, approved with the 2012 budget above 	<p>Approved</p>
<p>Reports – Staff, Officers, House of Delegates <u>Executive Vice President</u> Membership Report</p> <p>Board of Pharmacy Update</p>	<p>Scott Meyers reported (attached)</p> <ul style="list-style-type: none"> - Reviewed the January membership report; still at a high membership count compared to previous years - Reviewed delinquent report - It was recommended to track the student to pharmacist category conversion rate and compare whether the P4 talks by NPN increases retention rate of graduating students. Scott will work on this with Heidi in the office <p>Scott Meyers reported</p> <ul style="list-style-type: none"> - The department is underway with the renewal process. Renewal postcards or paper applications should come out in the next week. (36,170 pharmacy technicians, ~17,000 pharmacists) - Received an approval for a new investigator, will now have 5 investigators and a pharmacy coordinator - In the past year, disciplinary actions have not normally been taken when violations were noted with the intent that education of the violations will lead to compliance. However, Dr. Amin noted no improvements have been seen. The Board approved that the department investigators initiate disciplinary action immediately if violations are found. There will also be a self-inspection model for pharmacies to follow. No timeline has been announced for the self-inspection model, but expected this year. - Clarification on partial fillings of CIII and CIV count as part of the 5 refills in 6 months for controlled substances. Partial fills count toward the total drug prescribed, as long as no more than the original qty plus qty of how many refills written by MD is not exceeded in 6 month timeframe. - All e-prescribed printed prescriptions that are handed to the patient or faxed to the pharmacy must be signed manually by the prescriber regardless of the medication. - Need a new public member for the board of pharmacy, government affairs division will work on this. 	<p>Informed</p> <p>Informed</p>

<p><u>VP of Professional Services</u></p> <p><u>President</u></p> <p><u>Immediate Past President</u> Nominations Committee</p> <p><u>President –Elect</u></p> <p><u>House of Delegates</u> Delegate Recommendations – 2011</p>	<ul style="list-style-type: none"> - No news on the technician check technician program. - If you move, it is your responsibility to inform the department of your new contact information - By the end of the year, it will be mandatory for IL pharmacists to have their NABP number to track their CE in IL. - Ed Rickert recommended that ICHP encourage the Department to write new CE requirements in the rules that require pharmacists to obtain at least two hours of Law CE each renewal cycle to improve compliance with the pharmacy practice act and other laws. <p>Trish Wegner reported</p> <ul style="list-style-type: none"> - Sent out an email looking for ad hoc volunteers to increase volunteerism; 21 responded that they are very interested in helping with small projects <p>Chris Rivers reported</p> <ul style="list-style-type: none"> - Group leaders from the retreat had a meeting last week to add tasks and strategies to the Strategic Plan from the retreat in November. - Will be bringing the strategic planning committee together to review the additionjs <p>Scott Meyers reported (attached)</p> <ul style="list-style-type: none"> - Still looking for members for the nominations committee; need representation from all the local affiliates <p>Tom Westerkamp reported</p> <ul style="list-style-type: none"> - Discussed the value of meeting all other state presidents at the ASHP presidential retreat <p>Ann Jankiewicz reported (attached)</p> <ul style="list-style-type: none"> - Provided an update on the 2011 HOD recommendations - Recommended that as part of the action plan for PPMI HOD recommendation is to encourage all hospitals to complete the ASHP self-assessment 	<p>Informed</p> <p>Informed</p> <p>Informed</p> <p>Informed</p> <p>Informed</p>
<p>Reports – Divisions, Committees and Networks</p> <p><u>Educational Affairs</u> 2012 Spring Meeting Update</p>	<p>Mike Fotis reported</p> <ul style="list-style-type: none"> - Thanked Trish Wegner, Maggie Allen, and Amy Lodolce for all their hard work 	<p>Informed</p>

	<ul style="list-style-type: none"> - Only 8 exhibitors are registered; if you speak with vendors encourage them to register for the exhibitor hall, \$300 per vendor - We are using this meeting as an evaluation to see whether we are going to continue having a spring meeting on even years - Poster abstracts are due on Wednesday January 18, 2012 	
<u>Government Affairs</u>	<p>Ed Rickert and Scott Meyers reported</p> <ul style="list-style-type: none"> - JCAR approved the Health and Family Services Rules on Medicaid reimbursement formula. This will go into effect at the beginning of February - Legislative Day CE topics may include standing orders - 1st Leg Day 101 sessions start this week and will be at every college - Registration for Legislative Day is open on the website. Bus will not be offered at Roosevelt or Rosalind Franklin. 	Informed
<u>Marketing Affairs</u>	<p>Sheila Allen reported</p> <ul style="list-style-type: none"> - Working to revise the website section on the ICHP Champions Program - Working on a social media strategy to get the student chapters more involved - CPRN – discussing how to redesign and will be working with NPN on that - Will be doing presentations at all the colleges of pharmacy to help students learn what ICHP can offer them as New Practitioners. 	Informed
<u>Organizational Affairs</u>	<p>Linda Fred reported</p> <ul style="list-style-type: none"> - Continuing to review policies and procedures 	Informed
<u>Professional Affairs</u>	<p>Jennifer Phillips reported</p> <ul style="list-style-type: none"> - Working on a number of toolkits (staff development, technology, interview skills, REMS resources, and technician) - Sent out an email advertising the student chapter award application to all the student chapters/advisors. Applications are due 6.30.2012 - Working on articles for KP on Med Safety Pearls - Planning to have a face to face meeting in late winter or early spring and will be reviewing all position statements - Scott is working on USP 797 survey 	Informed
<u>Central Region Director</u>	<p>Scott Bergman reported</p> <ul style="list-style-type: none"> - Working on CE meetings and have CE speakers planned every month through May 	Informed
<u>Northern Region Director</u>	<p>Desi Kotis reported</p> <ul style="list-style-type: none"> - NISHP meeting in January in Joliet - Legislative Day 101 in February for NISHP 	Informed

<u>Southern Region Director</u>	<p>Mark Luer reported</p> <ul style="list-style-type: none"> - Working on getting more active members in Metro East Society. Have only 31 members in this area and have been having difficulty with the meetings. Have been working with the Central Region Director - Seeing more interest in having staff pharmacists participate more because new residency programs are being developed and part of accreditation is that preceptors are active in professional organizations - Considering getting the local pharmacy director's network active again in the area 	Informed
<u>New Practitioner Network</u>	<p>Kristi Stice reported</p> <ul style="list-style-type: none"> - NPN members will be giving a presentation created by marketing affairs to P4s at each college discussing benefits of joining ICHP - NPN is reviewing their internal policy and procedures and determining an internal strategic plan to complement the overall strategic plan - Planning annual social outing – Cubs game (switching to spring) - Considering development of KeePosted submission guidelines for NPN articles 	Informed
<u>Pharmacy Director Network</u>	<p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Next one is 1/19/2012 at Greek Islands - Next one will be March 15, 2012 and considering to have it outside of the Illinois Medical Center area 	Informed
<u>Clinical Specialist and Researcher Network</u>	<p>Trish Wegner reported</p> <ul style="list-style-type: none"> - Recommended to only meet three times a year with February being one time. Soliciting topic ideas for the February meeting. 	Informed
Reports – Technician / Student Chapters / Other <u>Technician Representative</u>	No report	Informed
<u>Student Chapter Reports</u> MWU-CCP	<p>Scott Meyers reported on behalf of three colleges</p> <ul style="list-style-type: none"> - No report for MWU 	
UIC – COP	<ul style="list-style-type: none"> - UIC – having a fundraiser by selling pharmaceutical kits for a course, putting together a team for Hustle up the Hancock, starting a Mental Wellness Initiative, and is planning a P4 roundtable about APPE rotations. 	
SIUE – COP	<ul style="list-style-type: none"> - SIUE - setting up guidelines for Midyear reimbursement; planning a credential panel where faculty will be discussing their credentials, and applying for IRB approval for a project 	

<p>CSU – COP</p> <p>Rosalind Franklin</p> <p>Roosevelt University</p>	<p>entitled “This side of the dirt”</p> <ul style="list-style-type: none"> - No report - - Rosalind Franklin – working on establishing a chapter - Roosevelt - Student chapter is established 	
<p>Other Business / Reports</p> <p><u>PTCB</u></p> <p><u>PAC Fund</u></p> <p><u>ICHP Building Company LLC</u></p> <p><u>Foundation for Continuing Professional Development</u></p>	<p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Still looking for the Executive director <p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Right around \$10,000 in the fund and will be using it this year to provide campaign contributions - March Madness PAC fundraiser at the Spring Meeting - Goal is to get \$10,000 in contributions this year <p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Have three other tenants besides ICHP in the building, but still have space left to rent <p>Scott Meyers reported</p> <ul style="list-style-type: none"> - Working with website designers to see if we can find a more usable CE site instead of Health-system CE 	<p>Informed</p> <p>Informed</p> <p>Informed</p> <p>Informed</p>
<p>Summary of Actions Taken / Task</p> <p>Assignments</p>	<ol style="list-style-type: none"> 1. Approved minutes 2. Approved 2012 budget along with Manasse legacy campaign 3. Approved the complimentary registration for technicians 	
Next Meeting Notice – March 23, 2012		
Adjournment	Meeting was adjourned at 3:07 pm	