

**ICHP Board of Directors Meeting Minutes**

**2:30-4:30 p.m.**

**Thursday, March 28, 2019**

<u>TOPIC</u>	<u>ACTION</u>	<u>PERSON</u>
<b>I. Call to Order</b>	Meeting called to order at 1:06pm	N. Chapman
<b>II. Announcements/Introductions</b>	Information	Board
<b>III. Board Responsibilities, Confidentiality, Conflicts of Interest **</b>	COI in the board materials. ASHP webinar on Board Responsibilities is available to Board Members.	S. Meyers
<b>IV. Approval of Minutes– January 16, 2019**</b>	Minutes as previously submitted; <i>accepted</i> by the Board without additions or corrections	E. Rainville
<b>V. Treasurer’s Report</b> a. Financial Reports – Feb 2019** b. Year end Financials-Dec 31, 2018 **	Balance sheet through February 28, 2019, December 31, 2018, and Budget vs Actual Profit/Loss Jan-Dec 2018 has been distributed. Doing well financially for Spring meeting. Year end report for 2018 shows PTCB royalty was much higher than originally projected (~\$37,000).	K Schultz K Schultz
<b>VI. Unfinished Business</b> a. Executive Vice President Search Update ** b. Lobbyist Selection Update**	a. First Search Committee meeting held March 19. Carrie was voted as Chair. Tentative timeline for decision before September Annual meeting 2020. Need to review job description, budget and advertisement. b. Updates on pending bills has improved. Selection Committee chose Liz Brown-Reeves, as the new ICHP lobbyist.	C Vogler C Crank
<b>VII. New Business</b> a. ASHP Affiliation** b. John Webb Lecture Award**	a. ASHP letter from Feb 27, 2019, granting ICHP full affiliation status for next 5 years. b. Inviting nominations for John Webb Lecture Award, which recognizes a pharmacy practitioner who has demonstrated dedication to fostering excellence in pharmacy administration. Kevin Colgan and Desi Kotis were mentioned as potential candidates.	S. Meyers N. Chapman
<b>VIII. Reports – Staff, Officers, House of Delegates</b> a. Executive Vice President i. Membership Report ** ii. Board of Pharmacy Update ** b. Vice President of Professional Services c. President d. Immediate Past President i. Nominations Committee ** e. President-Elect	a.i. The membership report was distributed in the packet. A gliche in electronic notification was probable cause for some delinquencies. Some people have been using auto-renewal. Website may need revising to clarify options for discounts. Please contact any individuals you know personally and remind them to renew. a.ii. Pharmacy Board meeting on March 12 <sup>th</sup> . New Div of Finance & Profess Reg Secretary and Profess Reg Div Director were appointed. Summary of Board actions were distributed in the packet. b. No report c. No report d.i. Members of Nomination Comm and open positions were included in meeting packet. Nominations are encouraged for Board member	S. Meyers S. Meyers T. Wegner N. Chapman T Hunerdosse

<p>i. Town Hall Recommendations **</p>	<p>replacements. Trying for 2 candidates for each position. Term limits are 2 so some current officer are eligible e.i. Town Hall Recommendations had been distributed and were discussed. Some minor changes to report will be made.</p>	<p>C. Vogler</p>
<p><b>IX. Reports – Divisions, Committees and Networks</b></p> <p>a. Educational Affairs</p> <p>b. Government Affairs</p> <p>    i. Bill Summary</p> <p>    ii. Collaborative Pharmaceutical Task Force **</p> <p>c. Marketing Affairs</p> <p>d. Organizational Affairs</p> <p>e. Professional Affairs</p> <p>    i. Position Statements (4)</p> <p>f. Central Region Director</p> <p>g. Northern Region Director</p> <p>h. Southern Region Director</p> <p>i. KeePosted Committee Report</p> <p>j. New Practitioner Network</p> <p>k. Ambulatory Care Network</p> <p>l. Pharmacy Director Network</p> <p>m. 340b Network</p>	<p>a. Report was sent out. 219 total Registration for Spring Meeting. Educational Comm Meeting re-structure subcommittee and decisions coming, planning 2019 Annual Meeting and next Champion Programs set.</p> <p>b.i. Packet of Legislative bills has been distributed and were discussed.</p> <p>b.ii. Task Force meeting summary was distributed. Grounds for discipline, standardization of technician training, and pharmacy technician tasks (main topic for April meeting) were discussed. Recommendations are needed by September. Meetings are open and members are encouraged to attend. Next meeting is April 9<sup>th</sup> in Springfield and Chicago.</p> <p>c. Report in packet. Student Chapter contest ongoing, Technician Network proposal with edits, Champions Project, Website Analytics, and migration from ICHPChat to Facebook are discussion topics.</p> <p>d. Report in packet. Currently completed review of ICHP Constitution and halfway through the Bylaws. Some questions about Division membership and statement in Bylaws was discussed. Division membership lists should be reviewed annually was proposed and remove President review in By Laws.</p> <p>e. Report in packet. Future review on tobacco and marijuana statements. 4 revised Position Statements needing review (Immunizations, Conscientious Objection, Pharmacist as HealthCare Provider, Retail Healthcare Facilities). One on Retail Healthcare will also be sent to Ambulatory Network for input. Also revised Intro to Position Statements, submitted KeePosted article, and sent out notice for Best Practice Award for sponsor for 2019.</p> <p>f. Summary of CE programs and use of IT to share meetings between chapters</p> <p>g. Events coming in April and May. No report</p> <p>h. Nothing to report</p> <p>i. First printed KP edition sent.</p> <p>j. 6 new active members. Revised meeting agenda. Financial planning session planned.</p> <p>k. Report included in packet. Working on projects listed in report</p> <p>    i. Vice Chair-elect, Daniel Majerczyk</p> <p>l. Meeting in February. Over 20 Directors in reverse exhibit at Spring Meeting.</p> <p>m. Last meetng was in Fall. No report.</p>	<p>D. Martin</p> <p>C. Crank</p> <p>S. Meyers</p> <p>B. Man</p> <p>M. Lee</p> <p>K. Terry</p> <p>A. Boblitt</p> <p>E. Wozniak</p> <p>L. Fromm</p> <p>M McLaughlin</p> <p>B. McCarthy</p> <p>B Cryder</p> <p>S Meyers</p> <p>S Durley</p>

<p><b>X. Reports – Technician/Student Chapters/Other</b></p> <p>a. Technician Representative</p> <p>b. Midwestern University,</p> <p>c. University of Illinois at Chicago</p> <p>d. Southern Illinois University at Edwardsville</p> <p>e. Chicago State University</p> <p>f. Rosalind Franklin University</p> <p>g. Roosevelt University</p>	<p>a. Nothing to report</p> <p>b. Nothing to report</p> <p>c. Report in packet</p> <p>d. Nothing to report</p> <p>e. Nothing to report</p> <p>f. Report in packet</p> <p>g. Nothing to report.</p>	<p>K. VanKuiken</p> <p>S. Kashyap</p> <p>H. Okoroike/H. Dalogdog</p> <p>J. Reimer</p> <p>E Hermes</p> <p>B. Der</p> <p>K. Khairiddine</p>
<p><b>XI. Other Business / Reports</b></p> <p>a. Pharmacy Technician Certification Board</p> <p>b. ICHP Pharmacy Action Fund **</p> <p>c. ICHP Building Company LLC **</p>	<p>a. Report in packet. New test registrations has been gradually declining. 5 new certificate programs are under development.</p> <p>b. Financial Report in packet. About \$26,000 in account. PAC fundraiser at Spring meeting.</p> <p>c. Financial Report (Balance Sheet) in packet.</p>	<p>S. Meyers</p> <p>S. Meyers</p> <p>S. Meyers</p>
<p><b>XII. Summary of Actions. Task assignments</b></p>	<p>-Accepted the January 2019 minutes</p> <p>-Potential nomination for candidates for Webb Award</p>	<p>N. Chapman</p>
<p>XIII. Next Meeting Notice – 1 PM May 15 - Conference Call</p>	<p>Information</p>	<p>N. Chapman</p>
<p><b>XIV. Adjournment</b></p>	<p>Adjournment was called at 5:20pm</p>	<p>N. Chapman</p>

ICHP BOARD OF DIRECTORS MEETING ATTENDANCE (date)		
Travis Hunerdosse	Immediate Past President*	P
Noelle Chapman	President*	P
Carrie Vogler	President-Elect*	P
Ed Rainville	Secretary*	P
	Secretary-elect	-
Kathryn Schultz	Treasurer*	P
Chris Crank	Treasurer -elect	P
Kristine VanKuiken	Technician Representative*	E
	Technician Representative-elect	-
Bernice Man	Director, Marketing-Affairs*	P
	Director-elect, Marketing Affairs	-
David Martin	Director, Educational Affairs*	P
	Director-elect, Educational Affairs	
Mary Lee	Director, Organizational Affairs*	P
Elise Wozniak	Director-elect, Organizational Affairs	P
Karin Terry	Director, Professional Affairs*	P
Amy Boblitt	Director-elect, Professional Affairs	P
Chris Crank	Director, Government Affairs*	P
Sharon Karina	Director-elect, Government Affairs	E
Bryan McCarthy	Chair, New Practitioners Network	P
Natalie Tucker	Chair-Elect, New Practitioners Network	E
Brian Cryder	Ambulatory Care Network, Chair	P
Elise Wozniak	Northern Region Director*	P
Alifiya Hyderi	Northern Region Director-Elect	E
Amy Boblitt	Central Region Director*	P
Julie Downen	Central Region Director-elect	P
Lynn Fromm	Southern Region Director*	P
Jared Sheley	Southern Region Director-elect	P
Scott Meyers	Executive Vice President*	P
David Tjho	Chairman, Committee on Technology	E
Shivek Kashyap	MWU CCP Student Chapter President	E
Henry Okoroike	UIC COP Student Chapter President	E
Hannah Dalogdog	UIC Rockford Student Chapter President	E
James Reimer	SIUE Student President	E
Erin Hermes	CSU-ICHP Student President	E
Sara Koehnke	Roosevelt University Student President	E
Brit Der	Rosalind Franklin Student President	E
Jennifer Phillips	Editor, <i>KeePosted</i> and Chairman on the <i>KeePosted</i> committee	E
Milena McLaughlin	Assistant Editor, <i>KeePosted</i>	P
Trish Wegner	Vice President of Professional Services, ICHP	E
Maggie Allen	Director of Operations, ICHP	P
Melissa Dyr Dahl	Communications Manager	P
Sandra Durley	Chair 340b Network	E
Justin Moore	NW Resident	P
P= Present; E= Excused; * = voting member of the board		