

## ICHP Board of Directors Meeting Minutes

1:30-3:00 p.m.

Friday, March 27, 2020

Conference Call – Dial in Number (800) 371-9219 Conference ID 8815622#

<u>TOPIC</u>	<u>ACTION</u>	<u>PERSON</u>
<b>I. Call to Order</b>	Meeting called to order at 1:34pm	C. Vogler
<b>II. Announcements/Introductions</b>	Information. Due to the COVID-19 outbreak this meeting is a Conference Call. Spring Meeting was cancelled.	Board
<b>III. Board Responsibilities, Confidentiality, Conflicts of Interest **</b>	ASHP webinar on Board Responsibilities is available to Board Members. Please maintain confidentiality of materials relating to finance and the EVP Search.	S. Meyers
<b>IV. Approval of Minutes– January 22 , 2020 **</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 – February 29, 2020 **	a. Balance Sheet and Projected Profit & Loss Budget vs. Actual Report covering through February 29, 2020 have been distributed. Total assets over \$3mill. Account receivable is about \$14,000. Income from Spring meeting will be zero and expect \$1500 in expenses. Refunded all registrants and avoided \$22,000 in attrition fees from E Peoria Embassy Suites. On target with income and expenses or positive income.	S. Meyers
<b>VI. Unfinished Business</b> a. Merger with IPhA discussion**	a. Informed IPhA of current ICHP Exec VP selection this year and need to hold on any merger discussion. Discussion tabled until new Exec VP is in place.	S Meyers
<b>VII. New Business</b> a. Webb Lecture Award Nomination b. AIHP Membership Request	a. Nomination of Kevin Colgan for the Webb Lecture Award is being drafted. Insight from UCM, Rush and Elmhurst will be considered. Submission deadline extended to April 16 <sup>th</sup> . Board voted to approve this nomination. b. See American Institute of the History of Pharmacy request for new membership and maintenance of this organization. Headquartered in Madison, WI since inception. Reaching out to ASHP and state affiliates for general membership (\$160) or supportive membership (\$320). Not currently ICHP budgeted line item. Non-profit organization. Benefits – promote and disseminate artifacts, supports history of pharmacy, publishes and shares print journal. ICHP larger membership will not have access. No auto-renewal. Motion to pursue supportive membership <i>Accepted by the Board.</i>	B. Mann  S. Meyers
<b>VIII. Reports – Staff, Officers,</b> a. Executive Vice President i. Membership Report ** ii. Board of Pharmacy Update ** iii. Task Force Report ** iv. Covid-19 Update	a.i. The membership report was distributed in the packet. Please contact any individuals on delinquent list you know personally and remind them to renew. 120 new members probably resulting from new Sexual Harassment Prevention CE requirement and increased solicitations. a.ii. Pharmacy Board Jan 14 <sup>th</sup> and March 10 <sup>th</sup> meeting summaries were distributed. Working on some new Board exam questions. Two Illinois delegates to attend Annual NABP meeting in May. CE regarding	S. Meyers  S. Meyers

Sexual Harassment is required by pharmacists and technicians and exemptions include students, grandfathered and new technicians. Rules relating to meal and rest break records are on hold as the Department will follow the discussion of the Collaborative Pharmaceutical Task Force on these issues. Pharmacy technicians and certified pharmacy technicians may administer immunizations if they have been trained using the approved training program and the pharmacist has reviewed for appropriateness. Adding 2 more investigators to the existing 5. Board will lose two members; Al Carter and ICHP member Desi Kotis. Al will become the Exec Dir of the NABP and Desi will become Chief Pharmacy Officer at the University of California, San Francisco. Ryan McCann will complete Desi's term as Vice Chair. Agreed to explore concerns from several audience members at the May meeting regarding the impact of the 12-hr shift limit on residency programs having 24-hr on-call. Announcement of Board meeting calendar with next meeting on May 12th at 11:00 am in Springfield.

*The Board voted to endorse Noelle Chapman as a candidate for the Board of Pharmacy.* Notify Scott if other Board members are also interested in the Board of Pharmacy positions.

a.iii. Task Force met in February and March. They have reconfirmed implementation of a CQI program for every pharmacy with internal documents protected for discovery for criminal or civil purposes, establishment of a new Task Force focused on new reimbursement models for pharmacist provided patient care services, review problems with implementation of meal break requirements, 12-hour shift length limits for residents and other pharmacy working condition concerns. New topics for the Task Force to consider include:

- Point of Care Testing
- Standardized standing order processes from IDPH
- Medication administration by pharmacists
- Review of longevity of prescription refills
- Enforcement of existing pharmacy regulations

Next meeting of the Task Force tentatively scheduled for Tuesday, April 21st.

a.iv. Established a Covid-19 Resource page on the ICHP website which includes:

- CDC Covid-19 website
- ASHP Covid-19 resource page
- State of Illinois Agencies and IPhA documents
- Updates from USP

ICHP staff working from home, all rotating each day to pick up mail and faxes.

Scott is working with IPhA to seek waivers from the Pharmacy Practice Act and Rules by the Governor, the IDFPR Secretary and staff. A joint document from ICHP, IPhA and IALTCPP is attached. Governor's office has been contacted requesting a response.

S. Meyers

S. Meyers

<ul style="list-style-type: none"> <li>b. Vice President of Professional Services</li> <li>c. President <ul style="list-style-type: none"> <li>i.Exec VP Search Comm**</li> </ul> </li> <li>d. Immediate Past President <ul style="list-style-type: none"> <li>i. Nominations Committee **</li> </ul> </li> <li>e. President-Elect <ul style="list-style-type: none"> <li>i.Town Hall Recs **</li> <li>ii.Strategic Plan**</li> </ul> </li> </ul>	<p>Medication administration by pharmacists was suggested to be added to the other requests.</p> <p>b. Great Lakes Pharmacy Residency Conference had 483 individuals submitted for CE., however event cancellation will result in revenue loss. Planning future webinar format for future events.</p> <p>c. Completed phone interviews with 3 candidates and one in-person interview. Second in-person interview will be held this coming week.</p> <p>d.i. Report in packet. Candidates needed for President-elect, Treasurer-elect, Directors-elect for Government Affairs, Organizational Affairs, Professional Affairs, Northern Region, Central Region, Southern Region, and New Practitioners Network Chair-elect. Only 4 candidates identified so far.</p> <p>e.i. Division and Network leaders provided feedback on past Town Hall recommendations with many of the items being addressed and resulted in moving many into the “archive” section for future reference. The remaining item has also been addressed by the work of the Collaborative Pharmaceutical Task Force.</p>	<p>T. Wegner</p> <p>C. Vogler</p> <p>N. Chapman</p> <p>J. Arnoldi</p>
<p><b>IX. Reports – Divisions, Committees and Networks</b></p> <ul style="list-style-type: none"> <li>a. Educational Affairs ** <ul style="list-style-type: none"> <li>i. Opioid Task Force</li> </ul> </li> <li>b. Government Affairs **</li> </ul>	<p>a. Report in packet. Annual Meeting Planning committee met on March 9<sup>th</sup>. Call for presentations sent out, deadline was March 16<sup>th</sup>. Meeting dates/location: October 1-3 in Oakbrook Terr, IL. No action on ICHP Meeting Structure Subcommittee. Champion programs setup through Nov 2020.A new contract with GoToMeeting has been signed which will allow for any member to sign-in to Champion Programs.</p> <p>a.i.Opioid Education Task Force: Grant submitted to CCDPH, with response expected in April or May</p> <p>b. Legislative Day cancelled due to COVID. Not sure what legislative activity will occur with Covid19 pandemic restrictions. 2020 Illinois 101st General Assembly Bill Summary in packet. Bills of interest: Pharmacist prescribing of hormonal contraceptive via standing orders; removal of prescription price request limit; written acknowledgement if PBM unable to perform fiduciary requirement; Pharmacist prescribing of smoking cessation products via standing orders; prescription price disclosure; providing unused meds upon discharge; prohibiting PBM mail-order requirement; wholesale importation of prescription meds; deviation of 12-hr work requirement in emergency; criminal code change if assault victim is pharmacy personnel; amends the Clinical Psychologist Licensing Act to allow for delegation of prescriptive authority; future group accident and health policies to include coverage for mental health services; new cautionary labelling requirements for opioid prescriptions; Pharmaceutical Recovery Act requiring takeback of unused medications by manufacturers; 7-day limit for initial opioid prescriptions; and the Prescription Drug Repository Program Act allowing for reuse of prescription medications.</p>	<p>D. Martin</p> <p>D. Martin</p> <p>S. Karina</p>

<p>c. Marketing Affairs **</p> <p>d. Organizational Affairs</p> <p>e. Professional Affairs **</p> <p>f. Central Region Director</p> <p>g. Northern Region Director</p> <p>h. Southern Region Director</p> <p>i. KeePosted Comm Report **</p> <p>a. New Practitioner Network **</p> <p>b. Ambulatory Care Network</p> <p>c. Pharmacy Director Network</p> <p>d. Small and Rural Hospital Network</p>	<p>c. Report in packet. Actions related to increase social media presence to engage members and increase public awareness of the profession, establishing a Public Health Outreach Committee, reviewing results from member needs survey, driving ICHP website traffic to Technician Network page to increase interest, regular social media member features, creation of monthly discussion topics on standing agenda items, discontinuation of ICHP Chat, Student video contest (UIC declared winners), KeePosted leadership profiles, distributed Champion goals/expectations, and 3 month follow-up of new ICHP members.</p> <p>d. No report.</p> <p>e. Report in packet. Elimination of Toolkits on ICHP website and continuing sponsor search for Best Practice Award were presented.</p> <p>f. Compiling information on developing Sugar Creek Society.</p> <p>g. No report.</p> <p>h. Nothing to report.</p> <p>i. Report in packet. 2nd edition of KeePosted is in process. An on-line form created to help standardize article submissions and encourage people to submit recognitions. Continuing to work on tracking metrics for reader engagement</p> <p>a. Report in packet. Activities include KeePosted article, mentorship program, public outreach committee, Facebook ideas, and discussion topics on Resilience, Well-being and Burnout. Continued development of an ICHP mentorship program.</p> <p>b. No report.</p> <p>c. Directors responding to survey. Dinner discussion related to Covid19 and residency shifts and meal break issues.</p> <p>d. Nothing to report.</p>	<p>B. Man</p> <p>E. Wozniak</p> <p>A. Boblitt</p> <p>J. Downen</p> <p>A. Hyderi</p> <p>J. Sheley</p> <p>J. Phillips</p> <p>N. Tucker</p> <p>D. Majerczyk</p> <p>S. Meyers</p> <p>T. Gorden</p>
<p><b>A. 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>a. Report in packet. Actions include several email blasts regarding technician network call, inaugural Technician network call was on 3/10 and set monthly call for 2nd Tuesday of each month from 1700-1800. Updated technician page on ICHP website, promoting to region directors for technician involvement, attended NISHP February board meeting, continue to recruit technicians through technician network activities and site visits.</p> <p>b. Report in packet. Activities included holiday gift drive, Rush Med Ctr tour, NAMI mental health/first aid session, Taste of Midwestern, Poison Control guest speaker event, Social Vent at Pinstripes and pharmacy trivia</p> <p>c. Nothing to report</p> <p>d. Report in Packet. Activities included Ronald McDonald House volunteer event, Faculty Auction, new executive board elections, Mock Clinical Skills competition, submitted multiple KeePosted topics</p>	<p>R. Orhmund</p> <p>I. Khan</p> <p>J. Baker/</p> <p>B. Clafshenkel</p> <p>K. Ingold</p>

<ul style="list-style-type: none"> <li>e. Chicago State University</li> <li>f. Rosalind Franklin University</li> <li>g. Roosevelt University</li> </ul>	<p>including APPE experience in India, held two SSHP E-board meetings, organizing Spring Residency Panel, working on Lock-In event hosted by SIUe APhA, and provided drug use and abuse education to grade school students.</p> <ul style="list-style-type: none"> <li>e. No report</li> <li>f. No report</li> <li>g. Report in Packet.</li> </ul>	<p>S. Abduljiawad N. Shah J. Balingit</p>
<p><b>B. Other Business / Reports</b></p> <ul style="list-style-type: none"> <li>a. Pharmacy Tech Certification Bd**</li> <li>b. ICHP Pharmacy Action Fund **</li> <li>c. ICHP Building Company LLC **</li> </ul>	<ul style="list-style-type: none"> <li>a. Report in packet. Pearson VUE has suspended test delivery at its company-owned US and Canada-based testing centers until at least April 16. Practice test sale for the Pharmacy Technician Certification Exam (PTCE) extended through May 31. Recertification deadlines for 60 days for CPhTs and Certified Compounded Sterile Preparation Technicians (CSPTs) have also been extended.</li> <li>b. Financial Reports in packet. Over \$30,000 in account. No new activity</li> <li>c. Financial Report (Balance Sheet) in packet. Renovation construction is complete for new tenant.</li> </ul>	<p>S. Meyers  S. Meyers  S. Meyers</p>
<p><b>C. Summary of Actions/Task assignments</b></p>	<ul style="list-style-type: none"> <li>-Accepted the January 22, 2020 minutes</li> <li>-Accepted Treasurer's Report.</li> <li>-Accepted Nomination of Kevin Colgan for the Webb Lecture Award</li> <li>- Approve becoming a Contributor member to AIHP</li> <li>-Approved endorsement of Noelle Chapman as a candidate for the Board of Pharmacy.</li> <li>-Scott will send out to members Covid19 advocacy suggestions for the Governor's action on behalf of ICHP</li> </ul>	<p>C. Vogler</p>
<p><b>D. Next Meeting Notice – May 20, 2020 Conference Call</b></p>	<p>Information</p>	<p>C. Vogler</p>
<p><b>E. Adjournment</b></p>	<p>Adjournment was called at 3:02 pm</p>	<p>C. Vogler</p>

ICHP BOARD OF DIRECTORS MEETING ATTENDANCE		
Noelle Chapman	Immediate Past President*	P
Carrie Vogler	President*	P
Jennifer Arnoldi	President-Elect*	P
Ed Rainville	Secretary*	P
Bryan McCarthy	Secretary-elect	P
Chris Crank	Treasurer*	E
	Treasurer -elect	-
Kristine VanKuiken	Technician Representative*	E
Becky Ohrmund	Technician Representative-elect	P
Bernice Man	Director, Marketing-Affairs*	P
Denise Kolanczyk	Director-elect, Marketing Affairs	P
David Martin	Director, Educational Affairs*	P
David Martin	Director-elect, Educational Affairs	-
Elise Wozniak	Director, Organizational Affairs*	E
	Director-elect, Organizational Affairs	-
Amy Boblitt	Director, Professional Affairs*	P
	Director-elect, Professional Affairs	-
Sharon Karina	Director, Government Affairs*	P
	Director-elect, Government Affairs	-
Natalie Tucker	Chair, New Practitioners Network	P
Marianne Pop	Chair-Elect, New Practitioners Network	P
Dan Majerczyk	Ambulatory Care Network, Chair	E
Tara Vickery Gorden	Small and Rural Hosp Network, Chair	P
Alifiya Hyderi	Northern Region Director*	E
	Northern Region Director-Elect	-
Julie Downen	Central Region Director*	P
	Central Region Director-elect	-
Jared Sheley	Southern Region Director*	P
	Southern Region Director-elect	-
Scott Meyers	Executive Vice President*	P
David Tjhio	Committee on Technology, Chair	E
Irum Khan	MWU CCP Student Chapter President	E
Josiah Baker	UIC COP Student Chapter President	E
Bill Clafshenkel	UIC Rockford Student Chapter President	E
Kristen Ingold	SIUE Student President	E
Sanad Abduljawad	CSU-ICHP Student President	E
Jeremy Fernandez Balingit	Roosevelt University Student President	E
Nimita Shah	Rosalind Franklin Student President	E
Jennifer Phillips	Editor, <i>KeePosted</i> and Chairman on the <i>KeePosted</i> committee	P
Milena McLaughlin	Assistant Editor, <i>KeePosted</i>	P
Trish Wegner	Vice President of Professional Services, ICHP	P
Maggie Allen	Director of Operations, ICHP	P
Melissa Dyr Dahl	Communications Manager	P
Richard Puccetti	NISHP Technician Representative	P
Abby Kahaleh	Educational Affairs/Spring Meet Planning	P
P= Present; E= Excused; * = voting member of the board		