

ICHP Board of Directors Meeting Minutes

12:30-3:00 p.m.

Saturday, November 16, 2019

<u>TOPIC</u>	<u>ACTION</u>	<u>PERSON</u>
I. Call to Order	Meeting called to order at 12:43pm	C. Vogler
II. Announcements/Introductions	Information	Board
III. Board Responsibilities, Confidentiality, Conflicts of Interest **	ASHP webinar on Board Responsibilities is available to Board Members. Need to read, sign and turn in COI and Rejection of Workers' Compensation documents.	S. Meyers
IV. Approval of Minutes– August 1, 2019**	Minutes as previously submitted; <i>accepted</i> by the Board without additions or corrections	E. Rainville
V. Treasurer's Report a. Financial Report – October 31, 2019 **	Balance Sheet, Budget Report, Consolidated Balance Sheet, Income Tax Forms 990 and 990T covering through October 2019 have been distributed. On target with income and expenses or positive income. One item of consideration is amount allotted to speaker payments.	C. Crank
VI. Unfinished Business a. Legislative Day Bus Proposal**.	a. Board previously voted to approve collaboration with IPhA to donate \$500 to the Pharmacy Schools for coordinating student attendance and transportation for legislative day. Informal survey of other states shows no busing provided. Proposal is for schools to choose to opt in for a bus if desired.	S Meyers
VII. New Business a. 2020 Budget** b. 2018 990T Tax Forms Review** c. ASHP Council endorsements** d. Proposal for Meeting Evaluation Upgrade**	a. Documents distributed prior to meeting and presented/discussed. Negative balance is due to projected on-boarding of new Exec VP. Accepted Budget. b. Documents distributed prior to meeting and presented/discussed. c. Five ICHP members approved for letters of recommendation for ASHP Councils and Committees (Memo provided). Accepted endorsements. d. To get feedback from Annual/Spring Meeting attendees who receive CPE credit on CESally.com which would streamline the evaluation process, and increase the amount of feedback	S. Meyers S. Meyers S. Meyers S. Meyers
VIII. Reports – Staff, Officers, a. Executive Vice President i. Membership Report ** ii. Board of Pharmacy Update ** iii. ISMS Resolution on Ophthalmics for disch b. Vice President of Professional Services c. President i.Exec VP Search Comm** d. Immediate Past President	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. Looking at potential group membership. a.ii. Pharmacy Board Nov 13 th meeting summary were distributed. New chair elected. Topics included Remediation Resources, District IV meeting, Task Force report, new Compounding Rules, and Legislative Update provided by S. Meyers. Required CE regarding Sexual Harassment and 20 hr of CE requirement for technicians next year was also discussed. a.iii. This is becoming a national issue. Will work with ASHP to see how to handle.	S. Meyers S. Meyers S. Meyers T. Wegner C. Vogler N. Chapman J. Arnoldi J. Arnoldi

<ul style="list-style-type: none"> i. Nominations Committee ** e. President-Elect <ul style="list-style-type: none"> i. Town Hall Recs ** ii. Strategic Plan ** 	<ul style="list-style-type: none"> b. Talking with Great Lakes and a large healthcare system for one symposium, and Public Health CE for all of Illinois regarding opioid issues. c. Job postings activated through Dec. d.i. Need Committee members including one from each affiliate. 2020 positions open are: 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. e.i. Town Hall Recommendations has been distributed and were discussed. Identifying items that can be removed or make as priority. 	
<p>IX. Reports – Divisions, Committees and Networks</p> <ul style="list-style-type: none"> a. Educational Affairs <ul style="list-style-type: none"> i. Annual Meeting Update ** ii. Opioid Task Force b. Government Affairs <ul style="list-style-type: none"> i. Collaborative Pharmaceutical Task Force ** ii. NPN/PAC Reception at Annual c. Marketing Affairs <ul style="list-style-type: none"> i. Tech Network ii. 2 for 1 new tech membership d. Organizational Affairs e. Professional Affairs f. Central Region Director g. Northern Region Director h. Southern Region Director i. KeePosted Committee Report j. Technology Committee k. New Practitioner Network l. Ambulatory Care Network m. Pharmacy Director Network n. Small/Rural Hosp Network 	<ul style="list-style-type: none"> a.i. Report was sent out. Provided financial and attendance summary of 2019 Fall meeting and planning for Spring 2020 meeting started. Also reviewing future meeting structure and will have proposal for next Board meeting. a.ii. Working on grant proposal to CCDPH to receive funding to provide suburban Cook County pharmacists/technicians opioid education b.i. Pharmaceutical Task Force Recommendations (distributed prior to meeting) were expected to be passed, but unfortunately, as were stalled due to opposition from the Teamsters Local 727 Union. ICHP is closely monitoring the situation and may call upon the Government Affairs and ICHP members to reach out to State Legislators. The PPA is set to sunset January 2020. b.ii. Reception to be held with lobbyists. potentially doing a game night designed to draw in a wide variety of audiences and interests. c.i. Report in packet. Goals for 2019-2020 include Member needs assessment, evaluation of inclusion of non-pharmacy health professionals in Spring Meeting, re-establishing Champion goals and expectations, membership retention and greater use of social media. Proposal for ‘group membership’ with discount presented. c.ii. Piloting 2 for 1 for technician membership dues during site visits proposal. Approved. d. Report in packet. Discussion on changing the election time for the President-Elect and as well as the Residency Leaders Network proposal (outline provided in packet), which was edited by the division. e. Position Statement Recognition of Specialties Within Pharmacy will be reviewed at next meeting. Reviewed/updated the following Toolkits: Student Internship, Community Outreach, Continuing Professional Development, Technician, and removed Staff Development toolkit. Best Practice and Student Chapter Awards were presented at Annual Meeting. Lead author for Best Practice Award needs to be an ICHP member. f. Report included. g. No activities to report 	<ul style="list-style-type: none"> D. Martin D. Martin S. Meyers S. Karina D. Kolanczyk D. Kolanczyk D. Kolanczyk E. Wozniak T. Wegner J. Downen A. Hyderi

	<p>h. No report</p> <p>i. Report in packet. Positive response to printed and digital change for KeePosted. Statistics, expenses and feedback information provided in Report. Accepted continuing print version.</p> <p>j. Report in packet. This year’s presentations on IV workflow systems, opioid order sets and drug shortages, and panel discussion on roles in informatics. Because of low committee participation looking at converting to a network.</p> <p>k. Report in packet.</p> <p>l. Report in packet.</p> <p>m. Last meeting had 16 members attend. Brought up to date on CE requirement for technicians. Looking forward to institutional memberships.</p> <p>n. Report in packet.</p>	<p>J.Sheley N. Tucker D. Tjhio D. Majerczyk</p> <p>S Meyers</p> <p>T. Gordon</p>
<p>A. Reports – Technician/Student Chapters/Other</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. UIC - Rockford</p> <p>f. Chicago State University</p> <p>g. Rosalind Franklin University</p> <p>h. Roosevelt University</p>	<p>a. Planning on an information about the network to solicit member participation in December.</p> <p>b. Nothing to report</p> <p>c. Nothing to report</p> <p>d. Report in Packet</p> <p>e. Nothing to report</p> <p>f. Nothing to report</p> <p>g. Report in Packet.</p> <p>h. Nothing to report</p>	<p>K. VanKuiken</p> <p>I. Khan J. Baker B. Clafshenkel</p> <p>K. Ingold</p> <p>S. Abduljiawad N. Shah J. Balingit</p>
<p>B. Other Business / Reports</p> <p>a. Pharmacy Tech Certification Bd**</p> <p>b. ICHP Pharmacy Action Fund **</p> <p>c. ICHP Building Company LLC **</p>	<p>a. Report in packet. Board met in October. Annual payment expected in May, however ‘budgeting record’ will be adjusted to be more representative on Profit/Loss Statement. Technician exam will be updated next year to be more representative of practice.</p> <p>b. Financial Reports in packet. About \$31,000 in account.</p> <p>c. Financial Report (Balance Sheet) in packet. Last lease signed out with US Army. Cash flow is in black.</p>	<p>S. Meyers S. Meyers S. Meyers</p>
<p>C. Summary of Actions/Task assignments</p>	<p>-Accepted the August 2019 minutes</p> <p>-Accepted 2020 Budget</p> <p>-Accepted Letters of Recommendations for ASHP Councils or Committees</p> <p>-Accepted Proposal for Meeting Evaluation Upgrade</p> <p>-Accepted Residency Leaders Network proposal</p> <p>-Accepted continuing the printed version of <i>KeePosted</i></p> <p>-</p>	<p>C.Vogler</p>

D. Next Meeting Notice – January 22, 2020 Call	Information	C.Vogler
E. Adjournment	Adjournment was called at 2:15 pm	C.Vogler

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*	P
	Treasurer -elect	-
Kristine VanKuiken	Technician Representative*	E
Becky Ohrmund	Technician Representative-elect	P
Bernice Man	Director, Marketing-Affairs*	E
Denise Kolanczyk	Director-elect, Marketing Affairs	P
David Martin	Director, Educational Affairs*	P
David Martin	Director-elect, Educational Affairs	-
Elise Wozniak	Director, Organizational Affairs*	P
	Director-elect, Organizational Affairs	-
Amy Boblitt	Director, Professional Affairs*	E
	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	P
Tara Vickery Gorden	Small and Rural Hosp Network, Chair	E
Alifiya Hyderi	Northern Region Director*	P
	Northern Region Director-Elect	-
Julie Downen	Central Region Director*	P
	Central Region Director-elect	-
Jared Sheley	Southern Region Director*	E
	Southern Region Director-elect	-
Scott Meyers	Executive Vice President*	P
David Tjho	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	E
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		