Location:

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| --- | --- |
| Virtual via Teams |  |
| In Person @ Kent | x |

Attendance:

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| --- | --- | --- | --- |
| **Board Position** | **Name** | **Present** | **Absent** |
| President | Bryan McCarthy | x |  |
| President Elect | Ray Iannuccillo | x |  |
| Past President | Maggie Charpentier | x |  |
| Secretary | Shannon Levesque | x |  |
| Treasurer | Ross Casey | x |  |
| Board Member at Large | Catherine Li | x |  |
| Director for Program Development | Amy St. Amand | x |  |
| Director for Legislation | Conor McGladrigan | x |  |
| Director for Communications/IT | Nelson Caetano | x |  |
| Director for Membership | Chloe Morgan | x |  |
| Technician Board Member | Tammy Burbine | x |  |
| Standing Alternate Delegate | Karen Nolan | x |  |

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| **Guest Name** | **Present** | **Absent** |
| Lauren Fortier (SSHP Student Liaison)  |  | x |
| Linda Nelson |  | x |
| Martha Roberts |  | x |
| Invited to attend at 6pm |  |  |
| Stephanie Dowling | x |  |
| Edith Martinez | x |  |
|  |  |  |
|  |  |  |

1. Call to order: 5:03 pm.
2. Consent Agenda Items
	1. Minutes from February 21st Board Meeting reviewed and approved. Ray motion. Karen second. Unanimously approved.
3. Old Business
	1. Rhode Island Science and Engineering Fair Special Awards Registration, March 18, 2023 – Ray & Bryan. Reviewed relevant projects to our mission. Junior award winner was presented to Casimir Olszewsky from the St Peter’s School in Warwick for his project on the dissolution of various acetaminophen products. The Senior winner was presented to Molly Donnellan of South Kingstown High School for her project on the effect of acne medication on the growth of bacteria. Award was $150 prize for each winner.
	2. Seminar by the Sea – Nelson will attend the vendor showcase to represent the society. Raffle off a free annual RISHP membership.
	3. House of Delegates Update – Karen & Ray. Regional delegate conferences are coming up. Martha will attend at Baltimore in April. Shannon Baker will attend at Chicago in May. Karen and Ray will attend virtually. March-House of delegates. RISHP is prepared to make comments on Interoperability edits. Martha will share comments on…. Comments due by Wednesday evening (this week) and voting will take place on Thursday. Amy and our delegates confirm a CE event is being planned for an in-person event on either 5/30 or 5/31. Bryan and Ross note that the budget does not contain funds for travel to the summer meeting since COVID. Will propose an addition at the next meeting for at least a moderate stipend. Background information on ASHP house of delegates process was provided for new board members.
4. New Business
	1. GoToMeeting – Bryan. CE platform. Cost $1910 per year. Bryan reached out to a contact that works in their sales department and was able to get the programs for free. Able to retrieve recorded CEs that are stored on the previous account and upload to the new. Close existing account and create a new free account. Bryan will share login information with Amy.
	2. Rhode Island Monthly Top Pharmacists – Bryan. Celia MacDonnell and Kerry Laplante at URI have spearheaded adding a RI Monthly Top Pharmacist recognition similar to the Top Doc and Top Nurse publications. Dean Larratt at URI is willing to financially sponsor. Top Pharmacist will include categories like health system, tech, community, etc. Process will start with a call for nominations. Non-RI peer committee will review nominations and make selections. RIPA also involved in the design process. Anticipate will be included in the August issue.
	3. H5680 White Bagging Letter of Support – Connor, Ray, Bryan. Ray provided updated testimony and submitted in support of the bill. Mike Poirier from RIPA also provided support. Awaiting an update on outcome. RISHP previously supported the bill last year. It was brought to committee last week.
	4. Student Awards – Shannon presented the student awards, Ross provided financial awards. Edith Martinez was presented with the Louis P Jeffrey’s award. Stephanie Dowling was presented with the Gilberti award. Madison Savidge was not able to attend to receive the Goulet Award, so Edith accepted on her behalf. Highlights from their nomination letters were read.
	5. Initiating of RISHP’s 1st SAG groups
		1. Shannon is ready to start the Transitions of Care SAG- first meeting scheduled for March 30th. 8 pharmacist have RSVP’d to participate in the first Teams Meeting. First meeting will be introductory for everyone to review their practice sites, targeted populations and overview of program. Will plan on creating a charter for the second meeting.
	6. Installation Dinner Planning
		1. Quidnessett Country Club for food and room $4800 approximate cost. Income is about $3000 historically for an in person installation. RISHP would provide the gap in cost. This is in-line with typical costs incurred. The board votes to move forward with the event at Quidnessett.
5. Board Member Updates
	1. Past President – Maggie
		1. Maggie will reach out to Mark Rogers for minutes and attendance sheets from previous Past President’s Committee. Considering an in-person meeting immediately following the Future of Pharmacy Showcase as most past presidents attend the event. Karen provided background on how/why the committee was formed. Maggie will reach out to see who is still interested in participating and provide an update at the next meeting.
	2. Program Development – Amy.
		1. Five CE’s in January and February have already occurred. Our contract with URI allows for 5 more programs for the remainder of the year. Moving forward with May- ASHP HOD updates and Showcase as 2 of the remaining 5 programs. Showcase potentially on Saturday November 4th at URI. Consider negotiating with RIH to pay for any program beyond the 5 programs allotted to them to pay the difference in cost incurred from URI. Amy and Bryan will touch base on cost to provide a presentation to RIH pharmacy leadership.
		2. Tammy updated the board that she’s been asking pharmacy technicians from institutions around the state for input on programs of interest to them in her efforts to recruit more technician membership. They do not like lunch and learns. Tammy has topics to share with the program development committee. Prefer week nights, weekends and home study options. Tammy is trying to develop a network at each hospital to be a cheerleader for the tech programs. Tammy will join the program development committee.
		3. Joe Nardollillo agreed to be on committee. Shannon will connect him to Amy with an email.
	3. IT – Nelson.
		1. Linda and Martha, Madison and Lauren have continued to be interested in staying on the IT committee. Instagram board member updates. For those who have not submitted, please get submissions into Nelson. Good traffic on Instagram in response to the posts. Send content to Madison and Lauren. Ray will share pictures from the Science Fair. Disease state awareness content coming up. Bryan and Maggie have bowling pictures to send to them. Photos from the student presentations will also be given to Madison and Lauren to share on social media. Chloe does not have access to the back end of the website. Nelson will add Chloe and Ray. Bryan updates content on Linkedin. Remember to like and share.
	4. Legislative Affairs – Connor.
		1. New to join ASHP monthly calls. OCP bill being heard tomorrow night. Chris from RIPA will need to add Connor to his email lists of legislative updates. If anyone has sources of new legislative agenda items, forward to Connor. Bryan’s executive affairs director alerts him to medication related legislation and can forward to Connor. Bryan suggested Connor consider joining HARI (Hospital Association of Rhode Island) and RI DOH list serve.
	5. Membership – Chloe.
		1. Handoff from Sarah Troob orienting Chloe to membership. Since October 2022, there are 21 new members. 148 active members. Welcome letter for new members. Bryan will send an example of a welcome letter sent in the past. Shannon will connect Chloe to Elyse Gagne who has volunteered to join her committee.
	6. Treasurer – Ross.
		1. Mark and Drew removed from accounts. Bryan and Ross have been added. Exploring options to investment instead of the money market accounts. Will present to committee and come to the board in the future. External audit in the planning for May after tax season. See attached financial report.
	7. Technicians – Tammy
		1. Tammy’s report provided with program development. Connect Tammy with technician contacts at our institutions.
6. Meeting Adjourned: 6:18pm. Ray motion. Maggie second. Unanimously approved.
7. **Next meeting : Tuesday April 18th,2023 @ 5pm via TEAMS/virtual meeting.**