Attendance (Skype or Phone): Brett Feret, Mark Rogers, Andrew Ross, John Morgan, Annmarie Broccolo Martha Roberts, Olivia Spence, Nelson Caetano, Shannon Levesque, Ray Iannuccillo, Linda Nelson, Karen Nolan

Excused: Lacey Segal ,Amy St. Amand

1. Call to order 5:02 pm
2. Consent Agenda Items
   1. Minutes from April, 2020 meeting – no changes or comments to minutes–Andrew Ross approved, Ray I Second
3. Officers Reports
   1. President
      1. COVID-19!
         1. ASHP Summer Meeting Cancelled
            1. Virtual HOD held from May 14-20:

Shannon and Mark voted for during this session. All policies were noncontroversial and both voted to proceed with all the policies presented.

* + - * 1. HOD (also virtual) scheduled for June 7th and June 9th

Policy Recommendations to be presented to membership in the form of a Google Survey-. Content to members, Ray had the idea to use Google survey and Nelson created the page and format to review policies from Regional house of delegates. Nelson will send out and ask for comments and votes by Wednesday June 3rd.

* + 1. Strategic Planning
       1. Review current Strategic Plan and each board member’s priorities

Mark updated strategic plan and looked at multiple priorities from board members. Highlighted the following:

* + - * 1. Increase student and resident engagement as well as the College of Pharmacy
        2. Membership focus and growth, both pharmacists and technicians
        3. On-line CE’s
        4. Collaboration and networking events with different organizations (for example HARI, Board of Pharmacy). Hoping to gain a better collaboration with Hospital Association of Rhode Island.
        5. Create tools and certification
        6. Increase communication with social media

Drew prioritized membership and leveraging the feelings of togetherness.

Will reach out to Lacey to develop ideas

Nelson will work on social media aspect – Twitter and Facebook, Using Hoot Suite to help- automate posts amongst different platforms

Technician training program- will look at domains of the exam and identify the speakers for the different. Annemarie will attempt to look at a list of content and topic. Brett will review with URI to see if there are any potential speakers or prerecorded content

Brett and Olivia will develop and work on collaboration with the College

Institutional Membership – a goal for Mark

* + 1. Past President and Health System Leaders Retreat

Review next steps for strategic implementation of selected priorities in 2020:

Feedback on these highlighted by Mark include the following with many of them overlapping with the strategic priorities

1)institutional membership

2) Dual membership for RIPA and RISHP. Martha just cautioned on the dual membership and making sure it is OK with ASHP and Linda echoed those sentiments and the sensitivity ASHP has toward its affiliates. Offline conversation will work on the details of this intiative.

3)Social media Nelson will continue to work on this

4) Establish Past-President’s committee – Jim Beaulieu will chair this

5) Ask the Pharmacist column – residents, students, and pharmacists can help with this. Discussion on best way to how we can and where members can submit questions. Should we have a committee to review questions. Who is the audience? Karen mentioned the original intent was to promote pharmacy to the public.

* + 1. Wellbeing Conference Collaboration proposal with CSHP and CPA on September 10th – feedback given; awaiting reply with additional details/plans

Mark was still waiting to hear on next steps – did not hear back but Ray did have contact. Reported that wellbeing during the COVID-19 pandemic will be focus /. In addition this conference will mainly target pharmacy technicians and it will be attempted to be a live conference not virtual due to limitations with technician continuing education. MA and CT on initial call.

* + 1. Institutional Memberships – Will be pursued this year and is part of the strategic initiatives.
    2. Mentor Survey, URI: Olivia gave comments on the efficacy of her relationship with her mentor. Olivia will help to coordinate some of the logistical issues that have been happening.
    3. Showcase Planning (November 7th, URI)
    4. New Student Representative: Olivia Spence
    5. Committee Recruitment and meetings
  1. President Elect (Shannon Levesque)
     1. Installation Venue, 2021? – Safehouse in East Greenwich on January 23rd. Drew will call and make deposit
  2. Past President (Karen Nolan)
     1. Nothing new to report
  3. Secretary: Filed under consent agenda (Brett Feret)
     1. List of board member contact info – Sent out to everyone
     2. Nothing new to report
  4. Treasurer – Drew sent budget to Board March 26th and is asking for an email vote. Finance committee did approve it. Mark asked for members reply by Thursday March 28th.

No unexpected expenses, income is low for this time of year. Student award checks have been mailed out. Taxes are being filed as well as the nonprofit filing. PO Box needs to be renewed and will be in in the next few days.

* + 1. Budget 2020; finance committee meeting
    2. Aging receivables - status
    3. PO Box; annual corporation filing
    4. Liability Insurance
    5. Student award monies owed

1. Board Members Reports
   1. Board Member at Large (John Morgan)
      1. Sponsorships for Showcase – opportunities for virtual acknowledgement. Talked to MJ at URI regarding sponsorship rules. We can list a sponsor on a slide to thank them for support as well as the end. Content cannot be impacted. Sound bytes are not allowed during presentation.
      2. John also talked about different levels of sponsorship - $1000 & $1500. Martha felt it was not a good idea to raise price. Virtual vs in person event changes things and how sponsors will be done this year. Need to review off-line strategies with sponsorships and how it will proceed this unique year
      3. Checks will be mailed to Drew for funds coming in on from sponsors
   2. Director for Program Development (Ray I)
      1. Showcase Date and Venue – URI –Most of those that reached out agreed to help out and present. Martha helping with Jim Melfi
         1. Connection with student chapter at URI
         2. Improving vendor relations—ask a vendor to give a presentation regarding their job/sales/marketing/responsibilities
      2. 150 people listened to the CBD webinar – largest viewership ever
      3. Next webinar on vaccines June 4th – Renee Morin from South County will be giving that one and two more webinars will be last week of June
   3. Director for Legislation (no report)
      1. Evaluate recent bills and provide updates to board with actions
         1. Newsletter articles
      2. COVID-19 Advocacy Call summaries
      3. Update on H 7272 – pharmacist license fees
   4. Director for Public Relations and Information Technology (Nelson) – No additional report
      1. MSHP CE Discount email – extend to other New England states for Showcase
      2. Update website: calendar, bylaws, job descriptions, meeting minutes
      3. Social media presence
   5. Director for Membership – No report
      1. Membership Listing (active, inactive, group by hospital)
      2. Membership Drive: Initiative to recruit new members
      3. New membership packets
      4. Institutional Memberships – next steps
   6. Standing Alternate Delegate – Martha Roberts
      1. Newsletter went out today. E-mail to board members the next day or two related to article topics for next newsletter.
      2. ASHP has decided preceptor conference is going to be virtual and the Leaders Retreat is also going to be virtual. Midyear is a go for now , but they are still working on virtual arrangements
   7. Technician Board Member (AnnMarie)
      1. Going to work on exam topics based on the technician certification exam
   8. Special Assistant to the President: Linda Nelson (appointed position)
      1. Linda offered to go to Board of Pharmacy meetings and made a push for the mentor program.
   9. Student Liaison: Olivia Spence (appointed position)
      1. Olivia will send out survey to students to see if students have been in contact with mentees.
2. Next meeting 6/23/20
   1. Skype meeting pending COVID-19 restrictions