



BOARD OF DIRECTORS MEETING

Monday, March 9, 2020 | 5:30 – 8 pm

OSHP/Update Management Office – 147 SE 102nd Avenue, Portland, OR 97216

OSHP Mission: To promote the professional development of pharmacists and the advancement of pharmacy practice in Oregon through education, collaboration, and advocacy.

OSHP Vision: Oregon will be a model of excellence for the practice of health system pharmacy.

Attending:

<input checked="" type="checkbox"/> Katie Norton (p)	<input type="checkbox"/> Andrew Gibler	<input type="checkbox"/> Rebecca Britton	<input type="checkbox"/> Fawzy Elbarbry
<input checked="" type="checkbox"/> Katie Yabut	<input checked="" type="checkbox"/> Junior Lyman	<input checked="" type="checkbox"/> Kris Marcus (p)	<input checked="" type="checkbox"/> Angie Christianson (p)
<input checked="" type="checkbox"/> Jason Nguyen	<input checked="" type="checkbox"/> Deanna Moretz	<input type="checkbox"/> Emily Gray	<input checked="" type="checkbox"/> Katie Steele (p)
<input checked="" type="checkbox"/> Eric Schnebly (p)	<input checked="" type="checkbox"/> Mike Millard (p)	<input type="checkbox"/> Doug Meyer	<input checked="" type="checkbox"/> Tiffany Pye
<input checked="" type="checkbox"/> Stacey Barrett (staff)	<input checked="" type="checkbox"/> Liz Bentley	<input checked="" type="checkbox"/> Long Trinh (p)	<input checked="" type="checkbox"/> Ryan Gibbard
<input checked="" type="checkbox"/> Heidi Chinwuba	<input type="checkbox"/> Brandon Allen	<input type="checkbox"/> Kylee Kastelic	<input checked="" type="checkbox"/> Ben Vermillion
<input checked="" type="checkbox"/> Erin Wu	<input checked="" type="checkbox"/> Rachel Seitz (p)	<input checked="" type="checkbox"/> Abby Frye	<input checked="" type="checkbox"/> Louis Becton
<input type="checkbox"/> Ruthie Nguyen	<input type="checkbox"/> Jason Nguyen	<input checked="" type="checkbox"/> Victoria Wallace	
p = phone			

Agenda Item	Discussion / Notes
Call Meeting to Order, Introductions, and Determine a Quorum (Wallace)	Meeting called to order by President Elect Wallace at 5:30 pm. Quorum met.
Review of Action Items (Bentley)	<ul style="list-style-type: none"> OSHP webpage: Ryan will look into updating the OSHP history with a student in February or March. Working on getting into storage unit (on Update campus) – Stacy will help to prearrange during business hours from 8-5. Remains action item. Updates on leadership positions: Stacey Olstead will co-chair membership committee; Megan will co-chair PAC and Kylee will step away for next year; still looking for co-chair of LRAC; Rachel is working on identifying 2020 Annual Seminar chairs; does Eric want to stay on as chair for Professional Affairs? Student Chapter advisors will remain Deanna and Ryan. ASHP media/marketing materials are still being researched (Stacey). Went on backburner when moved to new website. Remains action item. Drug shortages resource: Remains action item. Rachel received recommendations for Member Spotlight – set for April. OSHP bylaw edits were sent; will review at May meeting.
Consent Agenda (Wallace) <i>Items listed under the consent agenda are considered routine matters and will be approved by a single motion of the OSHP Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular</i>	Approved: Consent agenda items approved as presented. Action item: Membership is down; put your name by any expired memberships that you can outreach someone to re-up; keep in mind there is also an option for auto-renewal.

<p><i>business agenda.</i></p> <ul style="list-style-type: none"> • Approval of January 13, 2020 Board Minutes • New Member Applications • Member Counts • Council/Committee Reports 	
<p>Financials (Yabut)</p> <ul style="list-style-type: none"> • December 2019 Month End Financials 	<ul style="list-style-type: none"> • Membership dues down \$1,000 compared to last year; on track for Annual Seminar; line item 4080 is tech certification compensation, which will show up in March (appx \$1,300). • Stacey – authorization for Update Management to open an authorize.net account on OSHP’s behalf (for silent auction); motion passed.
<p>OSPA Liaison Update (Pye)</p>	<p>No update available</p>
<p>Council Items</p> <ul style="list-style-type: none"> • LRAC (Millard) <ul style="list-style-type: none"> o GRD FDA Letter of Support • Annual Seminar Update <ul style="list-style-type: none"> o Awards 	<p><u>LRAC:</u> Nothing we were pushing passed; moving forward all issues working on for 2021; sent a petition to BOP; advocating the immunization protocol to be a formulary committee protocol so state won’t have to meet to authorize.</p> <p>ASHP position paper was approved electronically (on importation of prescription drugs); Mike will send out the state letter; would we want to echo support for parent organization? ASHP requested that we sent a separate statement; Mike will send letter to FDA and let ASHP know that we sent a support letter.</p> <p><u>Annual Seminar Update</u> Planning is right on track; sessions are all confirmed; subcommittees have worked on posters to podium; have had trouble getting people to commit to come back to speak – will have 2 speakers; pearls subcommittee is in the process of making final selections.</p> <p>Discussion around what to do around having Annual Seminar given COVID-19; Sun River has some flexibility but dates may be limited for 2020 if we do not wish to go forward; do we want to be proactive and reach out to membership?; would be difficult to reschedule; worry most about out of state travelers; Stacey suggested to move forward as planned; put letter on website and field calls as they come</p> <p>What is the break even point financially? Considerations around live streaming? Remote presentations? Ryan noted that Zoom might be available through Pacific; registration is slated to open tomorrow; can cancel by April 1st and could be canceled if special circumstances; Deanna suggested being more lenient with deadlines (without broadly publicizing)</p> <p>Plan to have a later check-in with Abby and Heidi at end of month on 3/30 to assess current state/risk and registrations; Long suggested we reach out to Sun River and keep monitoring the scenario – check to see what the timelines are to make a decision; per Stacey we haven’t had any cancelations from vendors due to COVID-19 situation; 2 options are to reschedule within calendar year or negotiate a cancelation fee and have it in 2021 (not really an option); would like to ask to hold a June date just in case</p>

	<p>What about not having Fall Seminar and just have Annual Seminar then; or could live stream to Portland for those who do not want to travel to Bend in June? Already encroaching on ASHP Summer Meeting in June; many options discussed.</p> <p>Stacey will send out email; notify that will make a final decision when more info is known; will reevaluate on 3/30 so we can make a decision as a board to move forward or cancel; Stacey can track how our registrations compare to previous years; will do last 4 years; Mike suggested that we should say something to reassure members that they would be refunded their registration if something happens.</p> <p>Awards – Stacey has only gotten 4 back as finalized; nothing more to report.</p> <p>[Note: per 3/12/20 email, The Annual Seminar has been rescheduled for September 25-27, 2020 in Sunriver]</p>
<p>Chapter Items</p> <ul style="list-style-type: none"> • Student Chapter (Nguyen) <ul style="list-style-type: none"> ◦ Student funding policy for OSHP Annual and Fall Seminar registration 	<p>Student funding policy for OSHP Annual and Fall Seminar: (included in board materials)</p> <p>Edited from last meeting; will be open to student executive board members only; if a student is ineligible will not go to another student; policy will follow to be put in place in May. Motion passed. Jason and Louis abstained.</p> <p>Silent auction – 6-7 people are helping to recruit businesses; Erin is helping with OSU as well; so far there are not a whole lot of donations; out of 72 received 12 donations; suggest to send out a new email with a direct link for donations; list ways that people can participate – silent auction, donation, etc. Personal touch (e.g., phone) might be nice. Stacey – sell pill boxes all weekend long – have moderators announce as well; Stacey can also help with purchasing pill bottles.</p>
<p>NW Residency Conference (Marcus)</p>	<p>Planning has been continuing on; may add a poster session; looking to bring in a national speaker; otherwise same plan as before; had a conference call with OHSU event planner this morning and discussing whether space will be available for use; have regular committee meeting this Friday and will poll everyone in WA and OR to see what impact will have (including travel budget). [Note: The conference committee has begun discussions about moving the program to a virtual format on previously scheduled date of May 30, 2020.]</p>
<p>OSHP Bylaws (Barrett)</p>	<p>Will review at May meeting; ASHP provided comments.</p>
<p>Nomination Report (Barrett)</p>	<p>Nominations are out</p>
<p>ASHP Summer Meeting (Barrett)</p>	<p>Meeting is in Seattle this year, and ASHP is offering to provide support to people who are OSHP members but not ASHP members (comparable to ASHP member rate). Motion carried to have ASHP send out offer on our behalf.</p>
<p>Additional Business (All)</p>	<p>Logo – some discussion around the logo; general consensus around choice of designer; will go back to chosen designer to get options in other color palettes; avoiding colors of other local organizations.</p> <p>Motion made to select winning designer. Motion carried.</p>

	<p>Junior noted that Northern Chapter has an event planned 3/26 – law CE; move forward or cancel? Mike is providing the CE – may be issues with using Zoom more broadly – Jr will explore the option of virtual. [Note: per email on 3/13/20, Northern Chapter will reschedule Law CE on Thurs (3/26), and Trivia Night on Tues (4/14).]</p> <p>Erin is organizing a Quick Conversations event; is background on career and how you got where you are; at OHSU student building 6-8pm on April 1st and dinner will be provided. [Note: due to COVID-19 situation, Quick Conversations was canceled.]</p> <p>Junior asked question about what health systems are going to do if we go into a state of emergency with the COVID-19 situation; how advocating with BOPs? Will be a conversation at the roundtable on Wednesday. Email from board stated that the Oregon state of emergency does not have any language around the exceptions process (unlike other states). Organizations speaking together may have more power with the BOP in terms of advocating. Deanna may have some materials to share around disaster preparedness. Per Vicky ASHP has some info about PPE in a shortage situation. Stacey suggested putting it on the Pharmacy Management section. OSU roundtable is on Wednesday – will all be virtual.</p>
Adjourn (Gibler)	Meeting adjourned at 7:39 pm.

Action Items	Details
Review OSHP webpage	Ryan will look into updating the OSHP history with a student. Working on getting into storage unit (on Update campus) – prearrange from 8-5.
Research ASHP media/marketing materials	Stacey to follow up. On backburner when moved to new website.
Drug shortages resource	Rachel will follow up again – idea was to create a contact list for local information.
Membership	Membership is down; put your name by any expired memberships that you can outreach someone to re-up; keep in mind there is also an option for auto-renewal.

Next Meeting: May 11, 2020 @ 5:30 pm