



BOARD OF DIRECTORS MEETING

Monday, November 11, 2019 | 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	<input checked="" type="checkbox"/> Andrew Gibler	<input type="checkbox"/> Rebecca Britton	<input checked="" type="checkbox"/> Fawzy Elbarbry
<input checked="" type="checkbox"/> Katie Yabut	<input type="checkbox"/> Junior Lyman	<input type="checkbox"/> Kris Marcus	<input checked="" type="checkbox"/> Angie Christianson (p)
<input checked="" type="checkbox"/> Jason Nguyen	<input checked="" type="checkbox"/> Deanna Moretz (p)	<input checked="" type="checkbox"/> Emily Gray	<input type="checkbox"/> Katie Steele
<input type="checkbox"/> Eric Schnebly	<input checked="" type="checkbox"/> Mike Millard	<input checked="" type="checkbox"/> Doug Meyer	<input type="checkbox"/> Amy Valdez
<input checked="" type="checkbox"/> Stacey Barrett (staff)	<input checked="" type="checkbox"/> Liz Bentley	<input checked="" type="checkbox"/> Long Trinh	<input checked="" type="checkbox"/> Ryan Gibbard
<input checked="" type="checkbox"/> Heidi Chinwuba	<input type="checkbox"/> Brandon Allen	<input checked="" type="checkbox"/> Kylee Kastelic	<input type="checkbox"/> Ben Vermillion
<input checked="" type="checkbox"/> Erin Wu	<input checked="" type="checkbox"/> Rachel Seitz (p)	<input checked="" type="checkbox"/> Abby Frye	<input type="checkbox"/> Jennifer Jordan
<input checked="" type="checkbox"/> Ruthie Nguyen (p)	<input checked="" type="checkbox"/> Jason Nguyen	<input checked="" type="checkbox"/> Victoria Wallace	<input checked="" type="checkbox"/> Tiffany Pye (p)
p = phone			

Agenda Item	Discussion / Notes
Call Meeting to Order, Introductions, and Determine a Quorum (Gibler)	Meeting called to order by President Gibler at 5:30 pm. Quorum met. Group introductions.
Consent Agenda (Giber) <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 business agenda.</i> <ul style="list-style-type: none"> Approval of September 9, 2019 Board Minutes Review of Action Items New Member Applications Member Counts Council/Committee Reports OSHP Board Descriptions 	Approved: Consent agenda items approved as presented.
Review of Action Items (Bentley)	<ul style="list-style-type: none"> Reviewed Delegate Policy – continue to have 3 delegates: president, president-elect, and another board member; per ASHP it is up to us to decide the term limits Reviewed Travel/Reimbursement Policy – discussed later in meeting Action item: OSHP webpage – Ryan and students still to review (not done yet; moves into current action items) Action item: Co-chair for LRAC – still looking for candidates; Mike will stay on through 2020; will seek applicants from membership

	<ul style="list-style-type: none"> • Action item: ASHP media and marketing materials – Stacey will do more review; looking at our website redesign and to help with marketing • Action item: Drug shortages resource and naloxone event – PRC rep not available to update at meeting, moved to next meeting • Stacey sent an email to Horizon CME and has not heard back • Stacey followed up with Allergan regarding exhibiting at or sponsoring the awards dinner – she will get discussing more at the Fall Seminar • Action item: Jennifer has not yet responded regarding whether the grant is unrestricted for Clinical Therapeutics, Research, and Education Foundation – follow up at next meeting
<p>OSPA Liaison Update (Pye)</p>	<p>Getting ready for Lane County meeting in February; one of the more popular events; 15 hrs of CE; event in Bend planned for March; had meeting with new BOD; looking for new executive director and excited with the response; will be starting interviews with those who have applied</p>
<p>Council Items</p> <ul style="list-style-type: none"> • Professional Relations <ul style="list-style-type: none"> o OSHP Logo Revision Update (Barrett) o Website Upgrade (Barrett) 	<p>Skipped the logo update (Rachael not at meeting)</p> <p>Stacey – website company can bid on designing (worked on Update logo); action item: Stacey will outreach to Rachael on this</p> <p>Website – Stacey said MemberClicks is moving over to new platform – meeting registrations, etc. will be available starting in Jan 2020; will have automatic renewal for membership dues (although don't have monthly payments); will still get membership renewal notices; will still have to select auto renewal</p>
<p>Chapter Items</p> <ul style="list-style-type: none"> • Student Chapter <ul style="list-style-type: none"> o OSHP Seminar student funding proposal (Nguyen) o Student reimbursement for clinical skills competition (Moretz) 	<p>OSHP seminar student funding proposal – Jason worked to update proposal; Ryan noted that Deanna is going to present a similar proposal to increase funding for students when representing the state or organization, which should be considered independently; requesting 8 complementary registrations at OSHP Fall Seminar and Annual Seminar due to involvement and support for organization (see proposal for more details)</p> <ul style="list-style-type: none"> • Why would Pacific have 6 and OSU have 2? Because of formal leadership positions at each organization • How much would this cost us? Appx \$1750 if covered for all 8 students • Deanna suggested we should divide equally by school if approved • Andrew said we could give funds to the schools and they could distribute as they see fit – would be very tangible and meaningful to students at this point in their career and creative positive / affirmative feelings • Mike – it's beneficial to have the volunteer help and is also nice to thank those who are already involved (consider whether it should come out of the scholarship fund in the future) • Katie – feels like it should come out of the budget as our support and equal number of students (6 and 6) • Ryan mentioned having meeting registration donation for student attendance through waiving of speaker honorarium; however, we would not be able to predict the amount and would need to offset any additional expense • Stacey suggested doing pill bottle sales during the whole meeting just as a fundraiser for student participation and enrichment; also suggested using discount codes to be able to track utilization and who attended

	<p>Motion made to approve 6 complementary student registrations each for OSU and Pacific for both Fall and Annual seminar; Jason and Ryan were abstentions and all the rest were “ayes”; motion approved</p> <p>Student reimbursement for clinical skills competition (at Midyear) – current amount is \$300; we reimburse but students are not required to be OSHP members; schools do provide some amount as well; consider adjusting amounts depending on meeting location</p> <p>Proposal to increase the reimbursement amount to an amount no greater than \$500 and require membership with OSHP (\$500 will be for travel and accommodations starting in 2020); motion approved</p>
FOSHP (Elbarbry)	<p>After deadline did not receive any submissions or nominations; board decided to look at databank and identified members who had >7 years of membership and met criteria; identified 7 names and 3 decided to submit; had a meeting on Nov 1st with fellows; conclusion was that committee did not recommend any fellows for this year and were concerned about potential for bias by soliciting applications vs. sending a normal call for applications; members mentioned revisiting criteria and making clearer; scoring system is not weighted highly toward OSHP participation (was extensive discussion of pros and cons as well as potential criteria revisions)</p> <p>Stacey suggested to defer to Annual Seminar</p> <p>Motion made to recognize the 3 candidates who applied as Fellows of OSHP; motion passed; Katie N. abstained</p> <p>New Fellows will be notified that have received the award to be given at Annual Seminar</p>
OSHP Policies (Barrett)	<p>Board members received policy statement document with proposed changes (see policy statement document for additional details)</p> <p>Notable changes:</p> <ul style="list-style-type: none"> • Changed position description review to every 3 years • House of Delegate term changed from 2- to 3-year term • Removed New Practitioner section • Removed Editor from Information Resources • Changed amounts for non-pharmacist honoraria • Added up to 4 elected delegates at ASHP meetings who are members of OSHP and ASHP • Travel expenses for BOD section has been completely rewritten • Removed OSHP membership requirement from Technician of the Year award • Fellowship section will be further revised in January <p>Motion made to approve policy changes; motion passed</p> <p>Will consult with Brandon on which meeting to award the Technician of the Year – some discussion around pros and cons</p>

Financials (Yabut) <ul style="list-style-type: none"> • October 2019 Month End Financials • 2020 Membership Dues Increase • 2020 Budget Proposal 	<p>Fall Seminar is above budget in terms of revenue; expenses will show in Nov/Dec</p> <p>2020 Budget Proposal (including dues increase) - \$15 membership increase for associates and active members proposed (total of \$175); increased budgeting for ASHP meeting to \$13K; everything else is comparable to 2019 budget; increase in school of pharmacy funding and student comp registrations at meeting (would be taken out of seminar revenue); see budget proposal for more details</p> <p>Motion made to approve 2020 Budget proposal; motion passed</p>
Additional Business (Millard)	<p>Mike announced that compounding rules may be found on Management Circle website; OSHP is going to support; moved the accreditation requirement and cleaned up some of the unclear language</p> <p>Board had a retreat and sought input of OSHP/OSPA and the 2 schools; consistent with technician expansion and workflow protection for retail sector; very focused on rewriting rules so will be clear what pharmacists must do and that techs can do anything not on the list</p> <p>Legislative day on Nov 18th; Coalition meeting in on Nov 19th; will be speaking with the legislators on the afternoon of that day; let Mike know if would like to join in speaking to legislators on select issues</p> <p>State P&T Committee position open; creates state PDL; plan to have Stacey share the link with membership to encourage applications</p> <p>Oregon Pharmacy Fund letter – Mike would like to send out an email communication to solicit funding; Stacey suggested sending out a communication (bullet points) with hot topics</p>
Adjourn	<p>Meeting adjourned at 8:23 pm.</p>

Action Items	Details
Review OSHP webpage	Ryan will look into updating the OSHP history – will take the lead with students.
Identify Co-Chair for LRAC	Any potential candidates should be sent to Mike.
Research ASHP media/marketing materials	Stacey to follow up.
Drug shortages resource	PRC will work on writing something up to share that the drug shortage resource will be available.
Naloxone event	Let Rachael know if have interest in helping with event.
Clinical Therapeutics, Research, and Education Foundation grant proposal	Jennifer will check to make sure the grant is unrestricted; EAC will bring back a proposal for the grant funds to the November meeting.
Logo design	Stacey will outreach to Rachael with ideas

Next Meeting: January 13, 2020 @ 5:30 pm