Attendance (Skype Meeting or on the phone): Karen Nolan, Shannon Levesque, Mark Rogers, Ray Iannuccillo, Nelson Caetano, Annemarie Broccolo, Amy St. Amand, Linda Nelson, Anne Dionne, John Morgan, Lacey Segal, Brett Feret

Excused: Martha Roberts

1. Call to order 5:01 pm
2. Consent Agenda Items
	1. Minutes from March, 2020 meeting- no changes or comments to minutes motion to accept Nelson – 2nd Ray I. Approved
3. Officers Reports
	1. President
		1. Installation of Officers not at Installation Dinner
			1. John Morgan installed as board member at large
		2. COVID-19!
			1. ASHP Summer Meeting Cancelled
				1. Announcements TBD regarding virtualization of the House of Delegates

Regional Delegates Conference was this past weekend – ASHP has not figured out all the details related to the national House of Delegates conference– most likely virtual, but more information to come

* + - 1. ASHP Survey on RI scope of practice and reimbursement policies completed – thanks to Linda and Martha for completing survey and Brett for connecting with Kenny C. from RIPA.
			2. NASPA: Info on Executive Orders by State

<https://naspa.us/resource/covid-19-information-from-the-states/>

* + - 1. Gubernatorial Advocacy: RI was the first state to send a letter to our governor advocating for pharmacists to be recognized as providers and be eligible for Medicare reimbursement in response to COVID-19. Mark sent the letter to Gov Raimondo with ASHP and APhA. Nelson also sent letter out to entire membership.
		1. Face of Pharmacy – Cancelled. No plan to reschedule at this time.
		2. ASHP Updates
			1. 72nd Annual ASHP House of Delegates – Virtual Session March 6-13th
			2. Regional **VIRTUAL** Delegate Conference April 26th – see above
				1. Highlights and RISHP positions (summary)

Thanks to Martha, Mark , Karen and Shannon L. Attended as a group via technology.

Share AI policy with Phil Sicoli

Topical therapeutics policy – RI recommended combining “regulations” into first statement regarding processes and removing separate statement.

RI opposed to including technicians and interns as acceptable for inspecting pharmacies in Funding, expertise and oversight of Boards of pharmacy. Also recommended changing title to “BY” boards of pharmacy.

Martha presented access to affordable healthcare

Karen presented care commensurate reimbursement under council on public policy.

Residency training. Commented for changing “required” to “preferred” for “direct patient care” but not accepted by the majority of attendees. Definition for direct patient care basically applies to all pharmacists. Discussion regarding making board certification a requirement for “equivalent experience.” RISHP strongly objected to this. Later removed the word “direct” in “direct patient care.” RISHP recommended revising statement to include board certification as an option for demonstrating experience.

Health-system use of administration devices supplied directly to patients

RISHP indicated that it isn’t possible to determine the devices and education needed prior to patient presentation.

Recommend changing “training staff” to “develop a process on how your institution will manage patients coming in with these meds/devices”

Kudos to “RI Group” for having “such good language!”

Management of Staffing in Safe and Effective care policy

Recommended clarification on “24 hour access to a pharmacist” to clarify if this means “onsite, offsite, phone/remote, etc.

Revised verbiage

May 14-20 additional virtual house sessions to approve non-controversial policies.

* + 1. Past President and Health System Leaders Retreat
			1. Review next steps for strategic implementation in 2020
			2. Each board member to list priorities for short-term actions
		2. Wellbeing Conference Collaboration proposal with CSHP and CPA on Thursday September 10th. Would like to collaborate with RISHP. 3-hour work group session related to technicians and pharmacists, and potentially trainees. Lessons learned from COVID-19 and well-being. Not sure on investment yet or what the format particularly is. Discussion related to whether it was worthwhile to collaborate on this. Ray I also mentioned Jim B recommended all the RI hospital coming together to have discussions related to COVID-19.Mark will relay information to Liz that we would be happy to help, possibly bring in MA, and make sure we stress the mental health aspects of response not logistics.
		3. Institutional Memberships
		4. Mentor Survey, URI: Anne sent matched students to mentors. Anne will send a follow-up to students to see how things are going. Not all members have connected with their students. Anne will reach out to everyone again.
		5. Showcase Planning
			1. All set for URI – Avedisian Hall booked for Nov 7th . Catering still needs to be worked out
			2. Venue – URI
			3. Vendor service recovery
		6. New Student Representative: Olivia Spence. Brett will reach out to Olivia
		7. Committee Recruitment
	1. President Elect
		1. Strategic Planning and Leaders Retreat priorities. Shannon L. No report right now. Need date and location booked for installation. Strategic plans: membership and TOC
	2. Past President
		1. Karen – awards and nomination committee– reached out to previous members and would like to propose the following committee members for approval, Marco DelBove Leslie PIres, Linda Nelson, Karen Nolan, Aliicia Zuwallack, Brian Musiak, Martha Roberts Paula R (technician), Shannon Baker. No opposition -approved as read.
		2. Strategic plan – COIVD-19 situation helps narrow things down – ask the pharmacist column, expand communication platforms beyond CE, establish past-president committee (Jim Beaulieu had volunteered).
	3. Secretary: Filed under consent agenda
		1. List of board member contact info, Please send information to Brett
		2. Strategic Objectives:
			1. Increase engagement with URI COP – specifically students: engaging early will lead to a stronger organization in the future
			2. Membership – grow and engage others; new ideas/group memberships
		3. Leaders Retreat priorities
	4. Treasurer – makeshift budget had been ironed out. Biggest challenge will be not having in-person events that are revenue generating – lower expenses, but also lower revenue. Budget to break even will need $8,000-$12,000 sponsors from the showcase.
		1. Budget 2020; finance committee meeting
		2. Aging receivables - status – there are checks that need to be collected and put in bank .
		3. Bill from Domain Listings $228 (Karen) to be paid- Does not need to be paid – GoDaddy has been paid, but Domain listings not needed.
		4. Well Being CE payment to CSHP –Has been reissued and mailed.
		5. Checks for deposit
		6. Board member reimbursement monies owed
		7. Mark’s debit card debacle
		8. Strategic Planning and Leaders Retreat priorities- Keep current membership based on COVID-19. Agree with mentorship program and that is the base for the future

Budget will be sent out for a vote via email shortly.

1. Board Members Reports
	1. Board Member at Large – John Morgan
		1. Sponsorships for Showcase; service recovery. COVID-19 will most likely have economic fallout and we will need to adapt on some “belt tightening”. Increased sponsorship needs to be realistic but expecting decreased revenue. Virtual sponsorships an idea in some smaller virtual events that we can develop. Smaller amount of money, but potentially more events. Topics would need to align, Ideas discussed on how to best accomplish these smaller sponsorships. Linda cautioned everyone on the regulations related to sponsorships, need to be careful on regulations. Recommend to discuss with the CE office at URI on regulations. MJ would be the contact.
		2. Strategic Planning and Leaders Retreat priorities- URI Career day as a possibility.
	2. Director for Program Development – Ray I
		1. Showcase Date and Venue – URI. John and Ray have started to work on an agenda for showcase. Need to find out who will support via sponsorships. Virtual will be tough.. RI, Coastal Medical, and VA have been confirmed to present. Hopefully South County and also reached out to Jim Melfi to get Landmark on board. Checked with URI dining service on costs. Brett will check logistics.
			1. Connection with student chapter at URI
			2. Improving vendor relations—ask a vendor to give a presentation regarding their job/sales/marketing/responsibilities. Can use ad a law CE, but checking with MJ at URI.
		2. Calendar of events in 2020
			1. Lunch and Learn CE, 4/22-
				1. 34 attendees from the VA resident presentation
			2. Delegate Update CE – need to schedule with others.
			3. Resident presentations will be the Rhode Island Hospital residents.
		3. Member survey regarding CE topics of interest
		4. Balance sheets of income and expenses, member/non-member breakdown
		5. Technician Virtual CEs
		6. Martha is willing to help find presenters
		7. Strategic Planning and Leaders Retreat priorities –
			1. Continue to offer on-line CE’s and a variety of programs and to make sure we can do showcase in person if at all possible. Plan for in-person as of now.
	3. Director for Legislation- Amy.
		1. Evaluate recent bills and provide updates to board with actions
			1. Newsletter articles
		2. COVID-19 Advocacy Call summaries: Has been attending the weekly ASHP COVID-19 meetings. We appreciate the updates from Amy. Can we get that out to memberships- e-mail blasts a possibility?
		3. Update on H 7272 – pharmacist license fees. Not much movement on this. Linda commented that this would be an uphill battle this year given the economic situation of the state. John commented that we should move forward as not to lose traction. Amy will reach out to Rep on the potential reality of this moving forward. Ray had the idea to frame it as a “thank you” to those helping in the response.
		4. Strategic Planning and Leaders Retreat priorities – Expanding webinars, ask the pharmacist column a great idea for engagement, and the dual membership for RISHP and RIPA. Board of Pharmacy meetings – point of contact at those for updates. Brian Musiak attends as a member of the board and can provide updates.
		5. Effective 4/27 the BOP sent out emergency regulations – will be posted on website
	4. Director for Public Relations and Information Technology, Nelson
		1. By-laws and job responsibilities are on website – about section has a lot of useful information. Would like to move to top bar of website to make it more noticeable. Last updated on website 2016-2017., need updated if they exist. Nelson will reach out to Karen.
		2. Nelson presented a proposal for a new website format. This would allow for dynamic updates to make it easier to send information and keep it saved as well. Allows for better member engagement on website. Nelson will publish changes live as no opposition to the proposal.
		3. Behind on newsletter. Asked Ray to send him upcoming events and is working with Martha on getting this out.
		4. Social media presence is a priority to work on throughout the year, especially given the COVID-19 situation.
		5. Strategic Planning and Leaders Retreat priorities: Social media presence. Works for the Ask the Pharmacist idea.
	5. Director for Membership- Lacey – 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
		5. Strategic Planning and Leaders Retreat priorities
	6. Standing Alternate Delegate – No report
		1. Newsletter
		2. Strategic Planning and Leaders Retreat priorities
	7. Technician Board Member – Annemarie –
		1. Wil talk to Ray about technician presenters for showcase.
		2. Wants to really reach out to techs. Can RISHP host a seminar or training for techs to review material to help prepare for the certification exam. Ray commented that it is possible and something we could get accredited. Most likely next year is reasonable. Will help with recruitment of new tech members. New advanced certifications are coming and this will potentially be an area we can expand our trainings. Workshop series for this.
		3. Strategic Planning and Leaders Retreat priorities – see above for engagement to technicians
	8. Special Assistant to the President: Linda Nelson (appointed position)
		1. Strategic Planning and Leaders Retreat priorities
		2. Linda feels important to mobilize past presidents to help and keep the think tank engaged on where we are going as an organization.
		3. Encourage board meetings to let committee members join and participate in these meetings to help with succession planning.
	9. Student Liaison: Anne Dionne (appointed position) – Anne sent matched students to mentors. Anne will send a follow-up to students to see how things are going. Not all members have connected with their students. Anne will reach out to everyone again.
2. New Business
3. Next meeting 5/26/20
	1. Skype meeting pending COVID-19 restrictions