



## Meeting Minutes and Action Items

### AGENDA/DISCUSSION

Item #	Statement	Comments/Action	Action/Follow-up
4	<p><b>Old Business</b></p> <p>A. Reverse Expo flyers (from July discussion)</p> <p>B. Lapsed members follow-up (from July discussion)</p>	<p>The Reverse Expo flyer was sent to all Board members. For those with contacts (directors, others), please forward to vendors with whom you are connected.</p> <p>From the Regional Presidents call, Steve noted the additional reporting to the President of members immediately when lapsed (rather than waiting weeks or months with reminders). Regional Presidents to provide feedback to Steve after talking with lapsed members.</p>	<p>Distribute Reverse Expo flyer whenever possible.</p> <p>Regional Presidents and Steve to implement.</p>
5	<p><b>New Business</b></p> <p>A. Mentoring program</p> <p>B. Summary of meetings and conference calls since last Board call</p> <p>C. Announcements</p>	<p>Nikki reviewed the VCU Shadowing Program and the potential to use this for an improved mentoring program. Nikki will be co-leading the mentoring program with Emily, which was revamped last year with Erin. She anticipates more students will participate and, therefore, more pharmacists will be needed; residents are encouraged to join VSHP and participate as mentors. For the VCU Shadowing Program, about 20-30 pharmacists participate and take the students (who contact the pharmacists to shadow). The concept is to reach out to these pharmacists to become VSHP mentors. A VSHP mentor must be a VSHP member. These potential mentors could be linked to the Regional Presidents. Michelle asked if a discount for their first year of annual membership could be given to them; Natalie and Kelly endorsed the idea. Craig said "the devil is in the details" - how much of a discount; for what (membership or meeting attendance - both of which we want to increase); and based on what measure (signing up)? Cindy concluded that the further discussion of the details would be taken offline.</p> <p>7/18 Education Committee - hard at work and Fall Seminar agenda will be done by 8/8 call</p> <p>7/20 Regional Presidents - additional reporting to the President of members immediately when lapsed, and Regional Presidents to provide feedback to Steve after they talk with lapsed members</p> <p>7/31 Executive Committee - tabled</p> <p>8/3 Student &amp; Resident Committee - reviewed letter for incoming residents and letter for incoming/returning students - letters ready</p> <p>1. Linda Tyler will be the ASHP representative and speaker at the Fall Seminar. She is willing to talk about leadership (she is receiving the Webb award).</p> <p>2. Scott noted the need for a speaker on USP 800. Patty Keinle was mentioned; Cindy will provide another name to him.</p>	<p>Continuation of the discussion for discounts to pharmacists who join VSHP committed as student mentors by Executive Committee.</p> <p>Education Committee to finalize Fall Seminar agenda and speakers</p> <p>Student and resident welcome letters to be sent out</p>

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6	<b>Treasurer's Report</b>	No report was presented.	
7	<b>Secretary's Report</b>	No report was presented.	HOD report is to be submitted.
8	<b>President's Report</b>	No report was presented.	The summary of the Retreat is to be distributed and reviewed in preparation for future action.
9	<b>President Elect's Report</b>	No report was presented.	
	<b>Immediate Past President's Report</b>	Rafael continues to work on speakers for the Commonwealth Leadership Forum. He will be at ASHP next week for the ASHP Technician Training discussion.	Rafael to connect with Linda Tyler to see if she is willing to talk at CLF as well.
10	<b>Executive Committee Reports</b>	No report was presented.	
11	<b>Executive Director</b>	Steve noted the possible conflicts with the September 1 call and potential long, holiday weekends. Initial discussion showed 9/8 was good for most on the call.	Steve to check Rodney's availability for 9/8 at 1P.
12	<b>Regional Reports</b>	Region 1 - Matt: continue planning for their first meeting (August 30) and working on CE; reaching out to lapsed members Region 2 - Arpit: next meeting will be in September Region 4 - Kelly: next meeting on August 16 at Shagbark; thanks to Steve for providing Regional Presidents "VSHP Notes" monthly; lapsed members being contacted Region 5 - Sarah: meeting on August 16 (IVIG stewardship), September 13 (UCB), and in October (oncology topic); VSHP web site is outdated - minutes are from 205, Fall Seminar should be posted, map of the regions needs updating, and contact list needs updating Region 7 - Kim: needs a current member list Regions 3, 6 & 8 - no report was presented	
13	<b>Student Chapter Reports</b>	No report was presented.	
12	<b>Committee Reports</b>	No committee reports were presented.	
13	<b>Other Reports/Miscellaneous</b>		
14	<b>Adjournment</b>	The meeting adjourned at 12:59 pm.	The next Board conference call will tentatively be moved to 1P on Friday, September 8.