

Meeting Minutes and Action Items

AGENDA/DISCUSSION			
Item #	Statement	Comments/Action	Action/Follow-up
		year this will be a separate line item. Some suggestions were offered for increasing income: increasing fees for Reverse Expo; pursue non-pharmacy vendors (e.g., gown & donning, reverse distributors, thermometer monitoring); and have directors/CFL members reach out to their vendors. A task force was formed to explore options with Kim, Matt, Kelly and Rodney volunteering.	
4	<p>Old Business</p> <p>A. MemberClicks Upgrade</p> <p>B. ACPE Report</p>	<p>MemberClicks is the membership management software for handling dues, notices, seminar registrations. Steve said the upgrade is almost done and on-target to be completed by August 1.</p> <p>The self-assessment report is due by 9/1 to ACPE. Steve had no news to report. Rodney asked what the report entails and Steve noted it is primarily a review of the structure and comparative review relative to the standards. He will receive a report before January with an approval period of 1 to 6 years.</p>	<p>No action or follow-up required.</p> <p>No action or follow-up required. Contact Steve if you would like to assist with the report preparation.</p>
5	<p>New Business</p> <p>A. Commonwealth Leadership Forum, Fall 2017</p> <p>B. Action Items from Retreat and Committee Assignments</p> <p>C. Announcements</p>	<p>Rodney provided an overview. The Fall CLF session will be held on November 2, immediately before the Fall Seminar. Pharmacy directors will be invited and each may bring one guest. 5 hours of CE will be offered. Topics include succession planning; reimbursement; collaborative practice; BoP regulation changes and innovation; leadership pearls; and DEA Q&A. Lunch will be provided from 12-12:30. The Reverse Expo will follow. 4 members of VPhA will be invited. The Board agreed to invite the 4 SoP Deans in Virginia.</p> <p>This discussion was tabled.</p> <ol style="list-style-type: none"> 1. Communication Committee chair - still looking 2. Linda Tyler will be the ASHP representative and speaker at the Fall Seminar. She will be invited to CLF on Thursday. 3. Education Committee will have a call on July 18. Plan on 2-3 hours of CE and 1 hour panel during management forum on USP 800. 4. Regional Presidents will have a call on July 20 	<p>CLF Committee members to find or confirm speakers, and invite VPhA members and Deans.</p> <p>Reschedule for next BoD call.</p> <p>To assist the Education Committee, send seminar ideas to Steve and Scott.</p>
6	Treasurer's Report	No report was presented.	
7	Secretary's Report	No report was presented.	HOD report will be submitted in August

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8	President's Report	Rodney received a summary of the Retreat (prepared by VCUHS residents) and recapped the items covered: finances and dues; infographics about membership; engagement and membership; PAC activities (Lisa engaged); review of website (Cindy's husband); and a discussion of clinical group involvement with ASP/ID (SIGOVA) as an example within VSHP.	The summary will be distributed and reviewed in preparation for future action.
9	President Elect's Report	No report was presented.	
10	Executive Committee Reports	No report was presented.	
11	Executive Director	No report was presented.	
12	Regional Reports	Region 1 - Matt: planning for their first meeting (August 30) and working on CE currently Region 3 - Randall: had a meeting (same day as Retreat) and went well; planning for follow-up in Fall Region 4 - Kelly: first event to be on July 19 (n=27 to date); monthly +/- CE and focus on membership Region 5 - Sarah: met on June 7 (Alexion sponsored); next meetings planned for July and September Regions 2, 6, 7 & 8 - no report was presented	
13	Student Chapter Reports	No report was presented.	
12	Committee Reports	Rebecca Collins gave an update about the Student/Resident Committee. Several potential members expressed interest and have joined - the members will be formally recognized and the list will be send to Steve. Student content will be discussed on the Education Committee call. She prepared a letter for Rodney to send to all new residents in Virginia.	Rebecca to complete letter for Rodney to send to incoming pharmacy residents.
13	Other Reports/Miscellaneous		
14	Adjournment	The meeting adjourned at 12:59 pm.	The next Board conference call will be at 1P on Friday, August 4.