

Board Meeting Minutes

March 16, 2016

\*\*DRAFT\*\*

Attendance:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chris Oswald(President) | P | Lindsay Kaster(President-Elect) | P | Debbie Rothstein(Past-President) | P |
| Dawn Berheim(Secretary/Treasurer) | P | Ryan Fitzgerald(Executive Director) | P | Scott Milner(Administrative Affairs) |  |
| Brandon Griffith(Education) | P | John Sullivan(Legal & Public) | P | Brian McCullough(Professional Affairs) | P |
| Eliza Borzadek(Programs) | P | LeAnn Bolster(Technician Rep) | P | Mike Dickens(ASHP Delegate) |  |
| Elizabeth Thompson(ASHP Delegate/ Central ID Rep) |  | Rebecca Hoover(ISU Rep) |  | Steve Crenshaw(Northern ID Rep) |  |
| Kent Quickstad(Newsletter Editor) | P | Jim Nguyen(IT Chair) |  | Dustin Stacey(Meridian Student Rep) | P |
| Sarah Iannacone(Pocatello Student Rep) |  | Beverly Black(ASHP Liaison) |  | Kimberlee Berry(ASHP Liaison) |  |
|  |  |  |  | Monica McClainStudent rep in training | P |

Recorder: Dawn Berheim

**With a quorum present the meeting called to order at 1804**

* Approval of January Minutes- minutes approved
* Standing Reports
	+ President’s Report
		- Chris thanked everyone for a successful spring meeting.
		- Review of Strategic Goals
			* Discussion of the goals in progress including: CE learning offerings outside the formal meetings, Board relationships, and residency preparedness.
		- Chris continues to work on one on one communication with Board members, ASHP relationships & he is committed to keeping the board up to date with information.
	+ Financials Update
		- February summary statement not available, income & expenses for February on plan
		- Spring meeting preliminary financial results:
			* Revenue: $21,701.61
			* Preliminary Expenses: $14,579
		- 94 pharmacists, 7 techs registered
	+ Executive Director’s Update Ryan
		- Spring meeting was successful
	+ Administrative Affairs
		- The following polices were reviewed, updated& approved at the meeting:
			* Student scholarships
			* Technicians scholarships
			* Social Networking & content management
			* The House of Delegates policy was deferred
	+ Legal and Public Affairs
1. **Representative to ASHP Governmental Affairs and grass roots system of ASHP**

Current topics are unchanged – Federal Provider Status Updates, State Provider Status Updates, and Biosimilars. Currently none of the Idaho members of the House and Senate (Rep. Labrador, Raul R., District 1, Rep. Simpson, Michael K., District 2, Sen. Crapo, Mike, Sen. Risch, James E.) are listed as co-sponsors for the two bills (H.R. 592 and S. 314).

* During the last call, they discussed sending a request to state affiliates regarding a “Spring Break” push to meet with Representatives and Senators while in their respective states. See Chris’s email regarding this.
* During the last call, I also requested feedback regarding Biosimilar legislation. Essentially, they reinforced the ASHP position opposing such language requiring pharmacists to notify providers when substitutions are made with FDA approved products. See #5 below.
1. **Development, review, and dissemination of information regarding current laws, rules, and regulations.**

Unchanged - All BOP rules for the 2016 Legislative session were approved through the Health and Welfare committee for both the House and Senate.

During the BOP session on 1/18/16 the proposed rule changes for the 2017 legislative session were presented to the Board for initial reaction. Topics include:

* Medication error reporting
* PIC – limitation on number of pharmacies?
* Tech check Tech – suggestion to not allow grandfathering
* UD packaging change in label requirements – ISHP comment
* Define time in which a pharmacy can take back UD dispensing
* Infusion center emergency kits
* Telepharmacy
* Pharmacist absence from retail pharmacy
* Biosimilars – added orange book

The Board will be hosting “Town hall” meetings to discuss upcoming legislation. I requested an email of the flyer to the membership per Alex’s request. Please attend if you are able.

1. **Develop and lead an active Legal and Public Committee.**

Committee members include:

Lindsey Hunt - VA

Teresa Newsom – St. Lukes

Katie Erickson - VA

Jolie Jantz – Kootenai Health

I also included the delegates in my communication for topic input.

Communication was sent out regarding provider status following the webinar I attended (same slide deck sent in response to Chris’s email), specifically asking for input. No significant feedback received. The next step will be to get a group together to discuss a plan for moving forward with 3rd party legislation. Will need to include input from 3rd party payers, Board of Medicine, Legislative champion, etc.

Communication was sent out regarding Biosimilar legislation with minimal feedback.

1. **Attend Idaho State Board of Pharmacy meetings**

Next BOP meeting April 7 and 8th. It has been moved from Pocatello to the Capitol. **Room:** Day 1 - WW53; Day 2 - Caucus Room (4th Floor)

1. **Develop and review legal aspects of Pharmaceutical Care Issues**

HB483 – Legislation that will require a pharmacy to report within 5 days if a Biosimilar is substituted. They made the presentation with the intent to gain BOP support. The Board responded as neutral. In the language, it does allow online adjudication to count as notification. Most health systems do not adjudicate in real time so this could be an issue for some. In most cases, prior authorization will need to be obtained and therefore awareness of the substitution should be handled at that point, as the provider would be involved.

* During the next BOP meeting we will request that the Board will recognize reporting of the addition of Biosimilars to the formulary of a hospital through a P&T committee will satisfy the notification requirement in the language. Alex Adams is aware of this.
* Passed House H&W 54-15-1, Filed for 3rd reading in the Senate

S1294 – Lowering the age requirement for pharmacist provided vaccinations to 6 years has been passed and sent to the Governor for signing – congrats to ISPA.

1. **Develop and review issues in pharmacy ethics**
2. **Draft position statement for the Society upon Board of Directors position**

The above items will be completed upon request.

* + Professional Affairs (Brian)
		- Brian announced he will be relocating to TN and is resigning his position as of July 1st.
		- Replacement of the position will be by appointment.
	+ IPREF (Debbie)
		- Call for door prize considerations for the fall meeting
		- Students who received the IPREF scholarships
	+ Technician Affairs (LeeAnn)
		- LeeAnn working with Ryan on website updates for the technician corner
	+ ASHP House of Delegates (Mike)

Below are some key dates to be aware of:

1. Chair’s Webinar – March 9, 2016
2. The Online Voting Process – March 21, 2016
	1. CPuP Policy Recommendation 6. Direct-to-Consumer Advertising for Prescription Drugs and Implantable Devices
	2. COT Policy Recommendation 3. Safety of Intranasal Route as an Alternative Route of Administration
	3. CEWD Policy Recommendation 6. Cultural Competency and Cultural Diversity
	4. CPM Policy Recommendation 2. Drug Product Supply Chain Integrity
3. Regional House of Delegates – May 2 – 3, 2016 in Phoenix, AZ hosted by Lisa Geresma, David Chen
4. 2016 ASHP Summer Meetings & Exhibition – June 11 – 15, 2016 in Baltimore, MD

Lastly, Elizabeth and I had a chance to meet with Alex Adams on Tuesday, March 8th to discuss our 2015 ASHP Policy Recommendation entitled ***Criteria and Education for Appropriate Use of Drugs with Abuse Potential*** as it relates to the Idaho State Board of Pharmacy Live Law CE + Board Listening Sessions prior to their Strategic Planning Meeting on April 8th.

* Addition of feedback
* Regional representatives
	+ No update
* ISU Students
	+ Good feedback on spring meeting participation
	+ Pocatello spaghetti feed- raised ~$15K. The ISHP basket was popular in the raffle. A portion of the funds go to make a wish.
	+ Meridian- Trivia Night/Live auction planned- 25% of funds go to make a wish, 75% funds go to student outreach programs
		- At the Capital Bar on 3/28
	+ ISU won the national award for Operation Immunization
	+ ISU received regional award
	+ Sarah looking for ideas on how to reach out to graduating students to engage them to becoming ISHP members. Lunch suggested- ISU has some funding available to fund the lunches.
* Website (Jim)
	+ No update
* Newslettern (Kent)
	+ Continues successfully.
	+ 60th Anniversary- Kent provided some ideas for consideration for gifts for registrants to coordinate with the SV meeting.
	+ Ryan presented the 60th Anniversary logo proposal
* Old Business
	+ Spring Meeting recap
		- Continued adjustment to Learning Express- this is going well
		- Poster competition:
			* Poster traffic lower than desired
			* Only two posters submitted, 5 arrived on event day
* New Business
	+ ACPE report (Lindsay)
		- Officially off probation
		- Next progress report due in October 2016- ISHP will need to address & demonstrate achievement and impact of Mission & Goals.
	+ Policy/Procedure reviews
		- Student scholarship- changes proposed & discussed, approved with changes
		- Technician scholarship- changes proposed & discussed, approved with changes
		- ASHP delegate policy- tabled review at next meeting
		- Website & Newsletter management policy- changes proposed & discussed, approved with changes
	+ Fall meeting planning:
		- Education & Programming-
			* Provider Status- looking at ASHP speaker- we will have to pay 100% of travel expenses
			* Other potential topics: vaccinations, telehealth, USP800
		- Awards:
			* RPH of year, Tech of Year, Posters, ISU clinical skills, tech scholarship, ISU student scholarship, Posters
			* Deadline for awards proposed for July 31st.
		- 60th Anniversary celebration
			* Logo proposed & accepted for branding
			* Options for logo gear presented
			* Prices for meeting will be set in May, we’ll need to land on logo gear by that time to set our fall price structure
			* Personal invitations to past presidents of ISHP
		- Conference logistics: contract is in place, Learning express in process of being updated
	+ Nominations:
		- There is a nominee for each Board position. President Elect candidates are proposed.
		- Bios needed by June for election in July
	+ Bylaws action team (BAT)
		- Chris looking at stepping up the BAT to complete all proposed edits by June for proposal at Fall meeting
		- Process for revisions: board approves, ASHP approves, presented to members
	+ Provider status position taskforce: PSTF
		- ISHP needs a position on what provider status means to the organization. A subcommittee will be formed- John will lead this group
	+ ASHP call for great ideas- focused on advocacy. Send ideas to Chris
	+ Practice Advancement Initiative (PAI)
		- Rebranding of PPMI
		- Chris
	+ Fall meeting 2017- September 29- Oct 1
	+ Spring meeting 2017- not solidified- will look for April 7,8,9 meeting room availability.

Meeting adjourned at 2011.

Future Meetings / Events

Next Executive Board Meeting: April 20, 2016

Next Board Meeting: May 18th, 2016

Fall Meeting: September 23-25th, 2016

## Executive Board Action Items

|  |  |  |
| --- | --- | --- |
| Description | Owner | Due Date |
| Draft Confidentiality policy/statement | Scott/Ryan | Jan 2016 |
| Draft Records Retention Policy | Dawn | Mar 2016  |
| Develop action items to move forward the strategic plan in your scope of responsibilities | All Board Members | On Going |
| Membership uploaded to Wild Apricot | Ryan | Mar 2016 |
| Whistleblower policy | Ryan/Scott  | Jan 2016 |
| Look through archives for historical technician brochure “why join ISHP” | Kent | Jun 2016 |
| Get Ryan information on Meridian ISU fundraiser (3/28) for distribution to membership | Dustin | Mar 2016 |
| Follow up with Student Affairs committee (Marilynn Ivey) on the | Eliza  | Apr 2016 |
| Add technician scholarship form to website | Ryan | Apr 2016 |
| Call for award applications (deadline for July 31st) | Brian | Jun 2016 |



Dawn Berheim

Secretary- Treasurer, ISHP