

OREGON STATE PHARMACY ASSOCIATION

Board of Directors Meeting Agenda

OSPA/Update Management Office, 147 SE 102nd Avenue, Portland, OR 97216

November 8, 2017

Dinner will be provided at 5:30 pm.

For those unable to attend in person: Call in #: 866.503.7740 Conference Code: 1058247900#

6:00 pm	Welcome & Call the Meeting to Order <ul style="list-style-type: none"> ● Roll Call/Determine Quorum 	Valdez	X	
6:00-6:15 pm	New Board Members <ul style="list-style-type: none"> ● OSPA Board of Directors Introductions <ul style="list-style-type: none"> ○ Name, board position, practice site, live, pharmacy passions ● Roles expanded, each to report future meetings ● Contact info sheet emailed, other items to email? ● Binders ● Policies Signed ● Volunteer Hours 	Valdez/Baisden		X
6:15-6:30 pm	2017-2018 President's Goals-Review of Officer Retreat <ul style="list-style-type: none"> ● Change yes.....but to yes.....and! ● Diamonds <ul style="list-style-type: none"> ○ **** Collaboration (stakeholders, OSHP, Industry) ○ ****CE/Education ○ ***Legislative action/advocacy ○ all positions filled, board engaged, positive committee members, Dana, email communication, financially stable ● Stones <ul style="list-style-type: none"> ○ Low engagement of members, non-members, students (difficult to fill leadership roles, low opportunities) ○ No ED to act as face of org (paid vs. volunteer), RPh ideal ○ Low membership (new & retain, ○ Vision/Value alignment (member vs. board vs. non member, overall value add, vision unclear to members) ○ Lack of clear objectives (Non-Exec Board) ● Ideas <ul style="list-style-type: none"> ○ Engagement- review chair of committees, use free resources like NASPA, review use of media/marketing, student leaders connecting us to events, increase number of events, spotlight work of members, non-pharmacy philanthropy, connect members to events, actionable & specific requests for volunteers, use BOP list effectively, use regional directors for more, update website, optimize social media (need policy), more leadership opportunities, explore having a community member at large (non RPh), long term care/geriatric (partner with WA?). ○ ED- Explore options (contract vs. employee), will need RFP. ○ Membership-develop both recruitment & retainment strategies, move forward with auto renew, explore corporate membership, develop 	Valdez		X

	<p>sense of community, show people side (people join people), Tech membership free for 1 year, collaborate with other stakeholders (BOP, PTCB, OSHP), access tech list through BOP, adjust perception of org, put challenges to members, optimize social media, use Tech to promote, membership list by specialty</p> <ul style="list-style-type: none"> ○ Value/Vision Alignment- use simple statements, communicate vision in new way, member strategy, non-member strategy, assess overall value, review diamonds for missing, create a culture of mentorship, provide networking opportunities, what can we provide that employers can't? Create a home for specialties. ○ Board Objectives- all engaged, redefine roles, reassess awards process, expand bullseye, recruit for committees, distribute member list by region, prepped for all deadlines (calendar for year) 			
6:30-6:35 pm	<p>2017-2018 Board - Proposed Meeting Schedule</p> <ul style="list-style-type: none"> ● 2nd Wednesday odd- All (PM), 2nd Wednesday even-Exec (AM), Any conflicts? ● Dana to miss 2 Exec (approved) ● Dana to send invites if approved, please respond! 	Valdez/Baisden	X	
6:35-6:40 pm	<p>CONSENT AGENDA</p> <ul style="list-style-type: none"> ● September 20, 2017 Board of Directors Minutes ● Approve New Members (9/11/17-11/1/17) ● Conflict of Interest / Non-Disclosure Agreement / Antitrust Policy / Whistleblower / Speaker Honoraria Policy / Document Retention Policy / Scholarship Policy / OSCP-George Gerding Fund Policy ● Resolution: 2017-18 Check Signers (Chau, Russell, Valdez, Pye) 	Valdez	X	
6:40-6:45 pm	<p>Historical Artifacts Update</p>	Zweber		X
	<p>COMMITTEE REPORTS:</p>			
6:45-6:55 pm	<p>Board of Director Committee Assignments</p> <ul style="list-style-type: none"> ● Events-Tiffanie <ul style="list-style-type: none"> ○ Annual Convention- ○ Lane Co.- Paige & Kate ○ Certificates- ● Finance- Linh (Tiffanie & Andrew are members) ● Legislative-Kevin ● Membership-Andrew (co-chair needed) ● Pharmacy Practice- NEED A VOLUNTEER <ul style="list-style-type: none"> ○ Formulary Workgroup-Jennifer Davis ○ Emergency Preparedness Workgroup- Gary Miner? ○ Billing & Credentialing Workgroup- ? ○ Long Term Care/Technician Workgroups?- ● Communications?- ● Dana to update 1 pager 	Valdez		X
6:55-7:10 pm	<p>Student/School Updates</p> <ul style="list-style-type: none"> ● OSU ● Pacific <ul style="list-style-type: none"> ○ Proposal for re-structure 	Cargile/Zweber Leung/Fortner Leung		X X X
7:10-7:25 pm	<p>Events Planning Committee</p> <ul style="list-style-type: none"> ● 2017 Annual Convention – recap <ul style="list-style-type: none"> ○ Attendance ○ Venue 	Pye/Valdez		X X X

	<ul style="list-style-type: none"> ○ Evaluations ○ 2018 planning ○ Idea of joint with OSHP ● 2017 Cardio Certificate Program – October 22, 2017 ● Diabetes Certificate Program – November 16, 2017 ● Lane County Mid-Winter CE Seminar – February 17-18, 2018 ● 2018 CE Schedule of Events 			X X
7:25-7:35 pm	Finance Committee <ul style="list-style-type: none"> ● October 2017 Financial Report 	Chau	X	
7:35-7:55 pm	Legislative Committee <ul style="list-style-type: none"> ● Appoint 2 OPF Board of Trustees Members ● Appoint 4 OOJLC Members ● Coalition report ● OOJLC/OPF reports ● PAC Fundraiser 	Russell	X X	X X X
7:55-8:05 pm	Membership Committee <ul style="list-style-type: none"> ● Types & costs of Memberships ● Membership #'s & trends ● Membership Social Activity – January 2018 (<i>tent</i>) 	Wash		X
8:05-8:25 pm	Pharmacy Practice Committee <ul style="list-style-type: none"> ● Formulary Workgroup ● Emergency Preparedness Workgroup ● Billing & Credentialing Workgroup 	Valdez/Russell		X X
8:25-8:30 pm	Other Business	Valdez		X
8:30 pm	Adjourn	Valdez	X	

The board **meeting will begin promptly at 6:00 pm** and is scheduled to be completed by 8:30 pm. It is important that all board members attend the meeting **in its entirety** so we can count on you for establishment of a quorum. **Please RSVP to confirm your attendance.** If a quorum will not be present, the meeting will be canceled and the board will be notified.