



**CSHP-NL Branch  
Semi-Annual Meeting Minutes  
Holiday Inn, Conception Bay South Room  
St. John's, NL  
September 19, 2015, 5:30pm**

**Members in Attendance:**

Jaclyn O'Keefe	Lisa Bishop	Angie Payne
Jessica Guy	Sarah Fennell	Stephanie Young
Andrea Woodland	Rebecca Tobin	Pamela Rudkin
Elizabeth Reelis	Lorie Carter	Leslie Phillips
Nicole Dawe	Amy Clarke	Sarah Strong
Heather Ryan	Kristi Parmiter	
Anne-Marie Hull	Amanda Harnum	

**Non-Members in Attendance:**

Margot Priddle (NLPB)  
Jody Pomeroy (NLPB)  
Noelle Patten (NLPB)  
Richard Coombs (PANL)  
Marie Caron (Pfizer)  
Blair Davis (Sanofi)

**1.0 Call to Order/Greetings from the Branch President**

The meeting was called to order at 5:30 pm. Heather thanked all present, especially members, the board and sponsors.  
Asked if anything needed to be added to the agenda – nothing added.

**2.0 Declaration of Conflict of Interest**

None declared.

**3.0 Approval of the Minutes from the AGM dated May 6, 2015**

Nothing to be added or changed in the minutes. Angie Payne made a motion to approve the minutes and Pam Rudkin seconded it.

**4.0 New Business**

**4.1 Executive Reports**





#### 4.1.1 President's Report

Heather first recognized outgoing Branch Council members Justin Peddle (National Delegate), Angie Payne (Treasurer), Parinita Verma (Student Representative Senior) and fellow volunteer CSHP 2015 Branch Champion Heather Slaney. Thanked them for their enthusiasm and support. Welcomed incoming Branch Council members Lorie Carter (National Delegate), Kristi Parmiter (Treasurer) and Allison Pittman (Student Representative Junior). Heather then went over her report, highlighting the following points:

- Our strong partnerships with corporate and industry. Sincerely thanked sponsors for their continued commitment and support of CSHP-NL.

- Recognized our committees. Welcomed Jessica Guy as new chair of the communications committee and Andrea Woodland as Branch Council liaison. Also welcomed Stephanie Young, Elizabeth Reelis, Amanda Harnum and Amber Russell as new members of the education committee.

- The following Branch Council positions are up for nominations in 2016: President Elect, Secretary and National Advocacy Representative. Encouraged membership to consider running for any one of these positions.

- Congratulated Barbara Thomas for being named a Fellow of CSHP in 2015 and the recipient of the Isabel E. Stauffer Meritorious Service Award. Recognized Amy Clarke for being awarded the Mylan Travel Grant to CSHP SES 2015 in Ottawa and Nicole MacDonald for receiving the 2015 CSHP Clinical Clerkship Award.

- The Fresenius Kabi Travel Grant for educational travel will be offered in late September and will be awarded for travel to the PPC Conference in February 2016. More information to follow.

- The Branch awards program was offered again this year; thanked Sandoz Canada Inc. for sponsoring. Also thanked Fresenius Kabi and Mylan for sponsoring our educational grants. Without their support these member benefits would not be possible.

- Fall CE Day planning is well underway and is scheduled for October 17<sup>th</sup> in conjunction with the School of Pharmacy's Reunion celebrations. It offers five accredited CEU's from excellent speakers and includes a visit from National CSHP President Elect Lauza Saulnier. More information to follow from the education committee.

- RxFiles will be offered again this year as a complimentary membership benefit thanks to Teva Canada.

- Please consider donating to the CSHP Foundation online at [cshp.ca](http://cshp.ca). The Foundation supports research and educational programs that advance patient-centered pharmacy practice and patient care in hospitals and related health care settings. CSHP-NL





Branch won a \$600 education grant in 2014 for placing first in two categories of a competition hosted by the Foundation encouraging members to donate \$25 each.

-Next year marks the 20<sup>th</sup> anniversary of the CSHP-NL Branch. Planning has already begun and any ideas are welcomed.

Lisa Bishop moved that this report be adopted. Pam Rudkin seconded that motion. The motion to adopt the report was carried. There was no discussion.

#### **4.1.2 Treasurer's Report**

Kristi began by expressing how happy she is to be back on Branch Council. Went over her report, outlining that the fiscal year runs from May 1 to July 31, 2015.

Of note, the budget for the 2015-2016 fiscal year is included in the financial report demonstrating the Branch Council's dedication to securing income and responsibly allocating expenses as a not for profit organization.

Kristi highlighted the importance of sponsorship and thanked all of our sponsors including industry, MUN School of Pharmacy and PANL. Most of our spending is used to provide high quality educational events for membership and for Branch Council travel to allow our voice to be heard on the national stage.

Welcomed any suggestions or comments from membership at any time.

Kristi moved to adopt the report. Seconded by Jaclyn O'Keefe. The motion to adopt the report was carried.

#### **4.1.3 Delegate's Report**

As new branch delegate, Lorie discussed her report highlighting the following:

-Despite an initial budgeted deficit of \$143,000, the 2014-2015 fiscal year ended with a surplus of approximately \$14,000. Great news! This was achieved through revenue that was higher than expected and by cutting expenses such as travel where possible.

-The Strategic Plan (2011-2015) is complete and the 2015-2018 Strategic Plan has now been developed. Key areas include pharmacist practice, member and volunteer engagement, governance, and organizational effectiveness. Will use a "balanced scorecard" method to monitor progress.

-SES 2015 marked the end of our very successful CSHP 2015.

Going forward a new three year targeted initiative is in development called CARE (Clinical Advancement of RPh Excellence).





- CSHP will now oversee the publication of the Lilly Report by creation of an affiliated editorial board for the report within CSHP. Great addition to the work of CSHP.
- CSHP National website to be revamped.
- Now that SES has ended, decision has been made to continue rotating the location of the AGM through all the branches. Board meetings and National AGM will be held at the various branches in the fall in conjunction with a branch event.

Lorie moved that this report be adopted. Pam Rudkin seconded that motion and the report was adopted. There was no discussion.

#### 4.2 Advocacy Update

Andrea gave the following advocacy update:

- Explained that advocacy encompasses two major roles: to promote the profession and to encourage medication safety. In terms of medication safety, National is currently working on a briefing document. This is a new tool for pharmacists and the first focuses on antimicrobial stewardship.
- Advocacy tab on website is very dated. Now looking at value of information-is it worth it?
- Advocacy Tool Kit is now complete.
- Debate continues surrounding social media. Some branches questioning the value. Our local branch was lacking during this past Pharmacists Awareness Month campaign with regard to Twitter and Facebook. Our CSHP-NL Facebook page is now up and running. Like our page!
- National meetings have been happening with Health Canada regarding narcotic exemption for methadone use in hospitals.
- Standards of Practice are changing. Will now be called Policy Statement Collections.
- Lots of drug shortage work ongoing.
- Working groups around medication reconciliation ongoing.
- A meeting with the Regional Directors of Pharmacy is being planned for the fall.
- Continue to have excellent collaboration with PANL.

#### 4.3 NLPB Update

Margot thanked the Branch for the invitation. Noelle Patten and Jody Pomeroy also present from the board. Greetings on behalf of the board.

Margot gave the following update:

- Began by stating that the last six months have been a whirlwind. Regarding the quality assurance program – a task force has been assembled. The tool for Hospital Pharmacy is drafted and plan to pilot next





year (early 2016).

-They are currently building up their knowledge capacity at the board.

Noelle will be attending a USP 797 course in the U.S. next month.

-Launching pharmacists prescribing for minor ailments. Currently 29 in regulation. Is signed by the Minister of Health and will be announced tomorrow. Media announcement to take place Tuesday.

-Expanded Practice Advisory Committee is in the works. A task force has been organized consisting of physicians and pharmacists. First draft is complete.

-New requirements for Methadone dispensing underway. Does include Hospital pharmacies and pharmacists. Education must be complete prior to registration renewal in November. CE available online.

-Currently three registered technicians in the province and about 50 registered for the exam. Therefore expected to have about 50 registered technicians in the provinces throughout next year.

Heather thanked Margot for her update.

#### **5.0 Other Business**

No other business to report.

#### **6.0 Adjournment**

The meeting adjourned at 6:20pm.

Respectfully submitted,

Nicole Dawe

CSHP-NL Branch Secretary

