


CAPSI National Annual General Meeting 2021

WEDNESDAY, JANUARY 20TH FROM 5-6PM MST

A solid red horizontal bar at the bottom of the slide.

Agenda

- Robert's Rules of Order
- Call to Order
- Attendance
- Acceptance of AGM 2020 Minutes
- Executive Reports
- New Business
- Closing Remarks
- Adjournment

Approval of Minutes from AGM 2020

BIRT CAPSI National approves the minutes from the
AGM 2020 in Montréal, Québec.

President: Morgan Patrick

University of Alberta
4th Year Student



Duties and Activities to Date

- **Supervise, coordinate, and act** in the name of the Association
- **Organize and chair** meetings of the **General and Executive National Council**
- Play a **primary and supportive role** in various council projects and initiatives, including modifying all in-person activities in light of COVID
- Propose **initiatives**, ensure the **accomplishment of projects**, and **promote** the **development** and **vision** of the Association

Duties and Activities to Date

NEW Initiatives:

- Incorporate **land acknowledgements** into all CAPSI meetings
- Hold **executive council meetings**
- Propose unified CAPSI **email signatures**
- Propose and organize a CAPSI 2020/21 **welcome video**
- Assist in creating a **national online peer mentorship program**
- Respond publicly to the **PEBC MCQ/OSCE cancellations**
- Assist in organizing a webinar series on pharmacy and the environment

On-Going Activities

- Support **PDW 2022 (Toronto) and 2023 (Saskatoon)** planning
- Creating an **annual report template** for executive council members to complete by June 2021 to improve transparency
- Assess and adapt our **PDW policies** to improve safety for our attendees
- Create **short videos** highlighting different aspects of CAPSI (i.e. structure of council, competitions, open sub-committees)
- Strengthen CAPSI's **current partnerships**
- Continue to work towards **long-term sustainability**

President-Elect: William Boudreau

Université de Montréal
3rd Year Student



Duties and Activities to Date

- **Learn** how CAPSI is run
- **Consult** with and **assist the President** in her duties
- Represent CAPSI to **external stakeholders** (i.e. CSHP, CPhA, AFPC, etc.)
- Participate as an **active member of the National Council**
- **Chair of:**
 - Constitutional Review Committee
 - Ad-hoc Student Wellness Committee

Committee Members

Constitutional Review Committee

Drafts, reviews, and amends the CAPSI Bylaws and Operating Manual.

Chair: William Boudreau (Pres-Elect)

Jenn Young (Secretary), Morgan Patrick (Pres), Derek Bergeron (VP Ed), Christine Vaccaro (UofM), Meaghan Wilson (MUN), Megan Hopkins (UofA)

Ad-hoc Student Wellness Committee

Focus on our member's mental wellness by sharing initiatives and creating wellness social media posts.

Chair: William Boudreau (Pres-Elect)

Morgan Patrick (Pres), Jin Kwon (Past-Pres), Svetlana Litchmanova (Webmaster), Lexi Symonds (VPPA), Angelica Le (UdeM), Tiffany Duong (UdeM), Caitlyn Coles (MUN), Celia Ma (UBC), Christine Vaccaro (UofM), Emily Zerr (UofS), Hannah Saunders (DAL), Kiarah Shchepanik (UW), Lauren Lueken (UofS), Michelle Chaung (UofT), Paul Sanjab (Laval), Rachel Hanson (UofA), Robyn McLean (DAL), Sasha Goldstein (UW), Simran Diocee (UofM), Sophia Boudhine (Laval), Alora Simpson (UofM), Brianna Brown (UofA), Christy Choi (UofM), Danielle Ramos (UofA), Lauren Pellerine (DAL), Pamela Molina (UofT), Rita Huang (MUN), Armita Rabieenia

On-Going Activities

- Coordinate **Wellness Wednesday and Wellness Weeks** social media posts
- Update and clarify the **Operating Manual and Bylaws**
- Coordinate the **Voices of CAPSI: Mental Wellness Anecdotes**
- Research speakers for **webinars**
- Work closely with the president on **all new projects and long-term sustainability**

Past-President: Jin Kwon

Université de Montréal Alumnus



Duties and Activities to Date

- **Supervise, coordinate** and actively **participate** in CAPSI activities & affairs
- Play a **supportive role** and act as an **advisor** for CAPSI
- Create the **Annual Report of CAPSI**
- **Chair of:**
 - Ethics Committee

Committee Members

National Ethics Committee

Addressing all ethical matters brought to the CAPSI National Council.

Chair: Jin Kwon (Past-Pres)

William Boudreau (Pres-Elect), Andrew Tu (CAPSIL Editor), Sam Vos (VP Com), Gabrielle Sicotte-Mendoza (FO), Melody Suon (IPSF), Melissa Kieley (SEO), Paul Sanjab (Laval), Christine Vaccaro (UofM), TJ Dhadial (UBC), Sandi Schuhmacher (MUN), Celia Ma (UBC)

Executive Secretary: Jenn Young

University of Alberta
4th Year Student



Duties and Activities to Date

- Maintain CAPSI **membership database**
- Promote and coordinate **national elections**
- Prepare **agendas** & complete **meeting minutes**
 - June 2020, August 2020, Fall 2020, January 2021 to date
- Promote **CAPSI Open Subcommittees**
- **Chair of:**
 - Membership Committee
 - Ad-Hoc Electoral Committee

Committee Members

Membership Committee

Ensuring all CAPSI members receive their benefits and help promote CAPSI.

Chair: Jenn Young (Secretary)

Sam Vos (VP Com), Andrew Tu (CAPSIL Editor), Svetlana Litchmanova (Webmaster), Melissa Kieley (SEO), Ayush Chadha (UofA), Caitlyn Coles (MUN), Kiarah Shchepanik (UW), Tiffany Duong (UdeM), Angelica Le (UdeM), Emily Zerr (UofS), Lauren Lueken (UofS), Megan Hopkins (UofA), Zena Al-Janaby (UofT)

Ad-Hoc Electoral Committee

Facilitate and increase transparency on CAPSI election procedures.

Chair: Jenn Young (Secretary)

Jin Kwon (Past-Pres), Melody Suon (IPSF), Simran Diocee (UofM), Hannah Saunders (DAL), Emily Zerr (UofS), Stephanie Lee (UofT)

Current CAPSI Membership

Year	Number
2015-2016	3844
2016-2017	3656
2017-2018	3559
2018-2019	3835
2019-2020	3447
2020-2021	3503*

*Number does not include incoming class of Waterloo

Finance Officer: Gabrielle Sicotte-Mendoza

Université de Montréal
4th Year Student



Membership Entitlement

- **All CAPSI members are entitled to know the organization's financial standings**
- **Brief overview** of financial updates
- Further details available to you **upon request**

Duties and Activities to Date

- **Banking activities**
 - *Deposits, withdrawals, coding statements, managing accounts, investing*
- **Manage 2020/2021 budget and create 2021/2022 budget**
- **Distribute funds and coordinate payments**
- Closed PDW 2019 account
- Assist the PDW 2022 Planning Committee FO
- Review the Association's **financial standing** (after PDW)
- Assist in securing **sponsorship**
- **Chair of:**
 - Finance Committee

2020-2021 Budget Overview

	Projected Revenue	Projected Expenses	Estimated Difference
Total	CA\$194,462.02	-CA\$110,709.74	CA\$83,752.28

Note:

- Reduced expenses linked to June CAPSI Meeting and PDW 2021 cancelled due to COVID-19
- Unaccounted membership fluctuation
- Sponsorship losses from previous years
- Payment contributions to PDW 2022 and 2023
- Complete absorption of taxes for Revenue Canada in expenses
- Typical annual expenditure for CAPSI National: *\$150,000 to \$200,000*

Committee Members

Finance Committee

Addresses matters of financial concern outside of official CAPSI meeting times.

Chair: Gabrielle Sicotte-Mendoza (FO)

Morgan Patrick (Pres), William Boudreau (Pres-Elect), Jin Kwon (Past-Pres),
Derek Bergeron (VP Ed), Andrew Tu (CAPSIL Editor), Christine Vaccaro (UofM),
Kiarah Shchepanik (UW), Simran Diocee (UofM), Ayush Chadha (UofA)

Future Activities

- Create the **2021/2022 CAPSI National budget**
- **Close books** for the **2020-2021 financial year** and **PDW 2020 account**
- Create a **comprehensive taxation process** for membership fees and PDW payments
- **Increase passive revenue** for CAPSI accounts:
 - Increase GIC Interest Rates
 - Review and optimise Madgex revenue
 - Prevent bulk losses to taxes

VP Communications: Samantha Vos

University of Alberta
4th Year Student



Duties and Activities to Date

- **Liaise** with CAPSI Club Members (current & potential)
- **Solicit sponsorship** for CAPSI-related events and activities
- Update and distribute **CAPSI promotional material**
(i.e. CAPSI Notebooks)
- **Coordinate membership benefits and services** and ensure these benefits are accessible to members
- **Updated** sponsorship package
- **Chair of:**
 - Communications and Marketing Committee

Committee Members

Communications and Marketing Committee

Develop strategies and efforts that promote the organization's mission, vision and values.

Chair: Samantha Vos (VP Com)

Jenn Young (Secretary), Mark Contreras (Outgoing VP Com), Svetlana Litchmanova (Webmaster), Andrew Tu (CAPSIL Editor), Morgan Patrick (Pres), William Boudreau (Pres-Elect), Lexi Symonds (VPPA), Derek Bergeron (VP Ed), Ayush Chadha (UofA), Tiffany Duong (UdeM), Angelica Le (UdeM), Caitlyn Coles (MUN), Sasha Goldstein (UW), Celia Ma (UBC), Emily Zerr (UofS), Lauren Leuken (UofS), TJ Dhadial (UBC)

CAPSI Club Membership

Platinum

Medisca

Pharmachoice

Gold

Canadian Foundation of
Pharmacy*

Trudell Medical*

Canadian Pharmacists
Association

Silver

Belair Insurance

Bronze

RxFiles

Membership Benefits

RxFiles

CPhA Agrohealth

Aerochamber

Staples

Hasu eCounselling

PharmAchieve

Skillshare

UpToDate

Bugs&Drugs

* Pending

Future Activities

- Increase CAPSI membership benefits (i.e. backpacks, assess viability of member wellness package)
- Recruit sponsors for currently unsponsored competitions (i.e. OTC competition)
- Develop innovative marketing strategies (i.e. create promotional material for upcoming webinars)

VP Education: Derek Bergeron

Université de Montréal
4th Year Student



Duties and Activities to Date

- **CAPSI Competitions (adapted for COVID)**
 - Over-The-Counter Competition
 - Patient Interview Competition
 - Student Literacy Challenge
- **CAPSI Awards**
 - CAPSI Future of Pharmacy Excellence Award
 - Guy Genest Passion for Pharmacy Award
 - CPhA Award of Professionalism
- **Chair of:**
 - CAPSI Competition Review Committee
 - Ad-Hoc Mock-OSCE Committee

Committee Members

Competition Review Committee

Review of all competition cases and material before their distribution/dissemination to the local level.
Evaluation of national awards.

Chair: Derek Bergeron (VP Ed)

Morgan Patrick (Pres), William Boudreau (Pres-Elect), Jin Kwon (Past-Pres), Andrew Tu (CAPSIL Editor), Gabrielle Sicotte-Mendoza (FO), Melissa Kieley (SEO), Sam Vos (VP Com), Svetlana Litchmanova (Webmaster), TJ Dhadial (UBC), Rachel Hanson (UofA), Christine Vaccaro (UofM), Simran Diocee (UofM), Kristina Micalat (UofT), Tiffany Duong (UdeM), Paul Sanjab (Laval), Hannah Saunders (DAL), Robyn McLean (DAL), Sandi Schuhmacher (MUN)

Ad-Hoc Mock OSCE Committee

Responsible for gathering and developing new mock OSCE questions for the bank, developing an assessment template, and having cases reviewed by PEBC as necessary.

Chair: Derek Bergeron (VP Ed)

Morgan Patrick (Pres), William Boudreau (Pres-Elect), Andrew Tu (CAPSIL Editor), TJ Dhadial (UBC), Rachel Hanson (UofA), Emily Zerr (UofS), Christine Vaccaro (UofM), Simran Diocee (UofM), Sasha Goldstein (UW), Kristina Micalat (UofT), Sandi Schuhmacher (MUN)

National CAPSI Competitions & Awards

- **Over the Counter Competition**
 - Sponsored by CAPSI National
- **Patient Interview Competition**
 - Sponsored by CAPSI National
- **Student Literary Challenge**
 - Sponsored by CPhA
- **Advice for Life Competition**
 - Sponsored by PharmaChoice
- **Award of Professionalism**
 - Sponsored by CPhA
- **Guy Genest Passion for Pharmacy Award**
 - Sponsored by CAPSI National and CFP
- **CAPSI Future of Pharmacy Excellence Award**
 - Sponsored by CAPSI National

Future Activities

- Set up **webinars on various educational subjects** for winter semester
- Update and **make OSCE cases available** to local reps
- Set up a **group to unite all local VP Education position holders**
- **Recognize winners** of awards and competition at a national level

VP Professional Affairs: Lexi Symonds

Memorial University of Newfoundland
4th Year Student



Duties and Activities to Date

- **National Advocacy**
 - **Position Statement** on Systemic Racism in Health Care
 - Invitations to **student liaisons** of **national advocacy bodies** to join the Advocacy Committee
 - Identification of **current issues** in pharmacy practice in each province
- CAPSI Membership Poster
- **Chair of:**
 - Advocacy Committee

Committee Members

Advocacy and Professional Affairs Committee

Responsible for developing a strategy to engage student opinion about any and all issues that are necessary, raising awareness of pharmacy issues among student members, and contacting local representatives to acquire information about current issues in the profession

Chair: Lexi Symonds (VPPA)

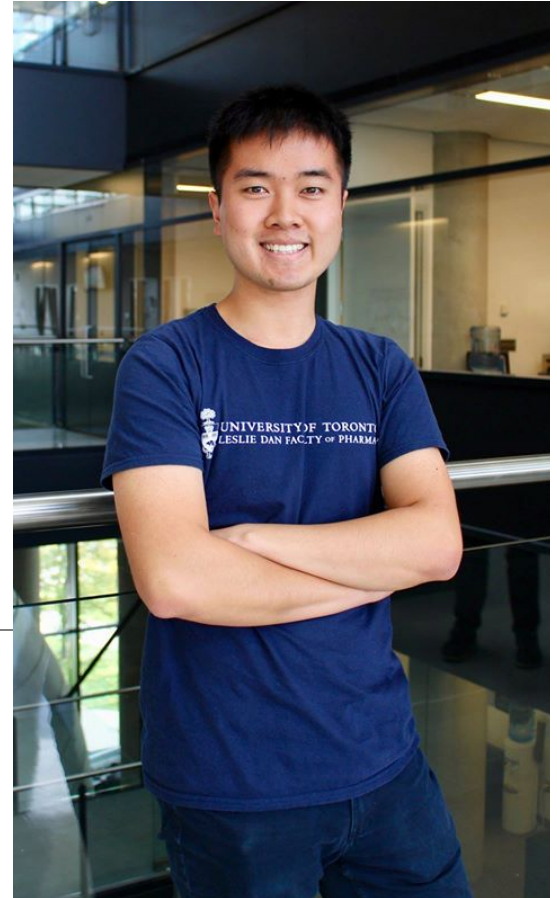
Derek Bergeron (VP Ed), Melody Suon (IPSF), Melissa Kieley (SEO) Christine Vaccaro (UofM), Lauren Leuken (UofS), Kiarah Shchepanik (UW), Angelica Le (UdeM), Hannah Saunders (DAL), Caitlyn Coles (MUN), Brittany Cross (UofM), Danielle Larocque (UofM), Marianna Pozdirca (UofM), Marina Rofaeil (UofM), Megha Kaushal (UofM), Olia Katchanovski (UofM), Simranpreet Dhaliwal (UofM), Abhinav Sud (UofM), Justine Quong (UofA), Monica Choy (UofA), Kelly Hu (UofS), Alyssa Low (UBC), Lanting Cheng (UBC), Randeep Dhillon (UBC), Alician Klaassen (UBC), Jessica Weagle (DAL), Joel McLeod (DAL), Joseph McGraw (NB), Steph Tracey (MUN), Olivier Landry (UdeM), Carmen Lin (UofT), Huy Pham (UofT), Hwiyeon Kim (UofT), Joshua Pusong (UW), Marina Issa (UofT), Michelle Asselin (UW), Simran Shetty (UofT), Simran Sharma, Julia Giannini

Future Activities

- Organize and implement an **interprofessional case presentation during Pharmacy Appreciation Month** for all pharmacy schools across Canada
- Focused initiative on **scope of practice** with Advocacy Committee
 - Specifics to be announced
- Looking into the presence of **scholarships for Indigenous students** at each school, potentially leading to future call to action
- **Declaration on Pharmacist's Role in Primary Care** in collaboration with SEO and Advocacy Committee

CAPSIL Editor: Andrew Tu

University of Toronto
3rd Year Student



Duties and Activities to Date

- Published **Fall 2020** issue of the **CAPSIL**
- Increased **readership** and **CAPSIL submissions** from members
- Upheld **bilingualism** within CAPSI via the Translation Committee
 - Official CAPSI documents, election profiles, CAPSIL, social media
- Collaborated on a **student blog** initiative with **Canadian Healthcare Network**
- **Chair of:**
 - Translation Committee

Committee Members

Translation Committee

The translation committee upholds bilingualism by assisting in the translation of official documents, competitions and more!

Chair: Andrew Tu (CAPSIL Editor)

Svetlana Litchmanova (Webmaster), William Boudreau (Pres-Elect), Derek Bergeron (VP Ed), Gabrielle Sicotte-Mendoza (Finance Officer), Tiffany Duong (UdeM), Angelica Le (UdeM), Robyn McLean (Dal), Emily Zerr (UofS), Paul Sanjab (Laval), Andrea Desalisa (UofS), Danielle Larocque (MB), Hwiyeon Kim (Toronto), Olivier Buteau-Verret (UdeM), Panteha Borzooeyan (UdeM), Sandrine Tardif (Toronto), Stephanie Lau (UofT), Winnie Tran (UdeM)

Future Activities

- Release **CAPSIL Winter 2021** and **Spring 2021** issues
 - Tentative release dates of February 15, 2021 and May 15, 2021
- Add **more members** to the **Translation Committee (this could be YOU!)**
 - Please contact capsil@capsil.ca if you are interested in joining
- Increase our **francophone-focused content**, instead of just translating from English (**again, this could be YOU!**)

Webmaster: Svetlana Litchmanova

University of Waterloo
4th Year Student



Duties and Activities to Date

- Maintain and update the **CAPSI National Website**
 - Develop **new pages** and **website functions**
 - Upload **CAPSI National photos to social media accounts** and the **website**
- Respond to emails submitted through the **Contact Us Question Form** in a timely manner
- Manage and maintain:
 - **CAPSI National social media accounts**, including Facebook, Twitter, Instagram, Linked-In
 - **CAPSI email accounts**
- **Chair of:**
 - Website Committee

Committee Members

Website Committee

Maintaining and updating the CAPSI National Website. Moreover, create ideas for social media posts that can be beneficial to community.

Chair: Svetlana Litchmanova (Webmaster)

Morgan Patrick (Pres), William Boudreau (Pres-Elect), Andrew Tu (CAPSIL Editor), Sam Vos (VP Com), Tiffany Duong (UdeM), Sasha Goldstein (UW), Sandi Schuhmacher (MUN), Emily Zerr (UofS), Christine Vaccaro (UofM), Caitlyn Coles (MUN), Celia Ma (UBC)

Future Activities

- Website
 - Continue updating with the latest information and news
 - Work with Translation Committee to translate French website accordingly
 - Plan out ideas with the website committee for a website revamp/update to make it more user-friendly
- Social Media
 - Increase social media awareness by continuing to post on social media platforms

CSHP Liaison: Jordan Kelly

University of Alberta Pharmacy Alumnus
Pharmacy Resident - Calgary Zone



Duties and Activities to Date

- Liaise between CAPSI National Council and the Canadian Society of Hospital Pharmacists National Board
- **Promote** hospital pharmacy practice to CAPSI members
- Coordinated the CAPSI EBM Competition during PAM 2020
- Provide **support** to Canada's Hospital Representatives and local CSHP representatives
- Realignment of CSHP students' membership fees with pharmacists' fees

CSHP Student Network: Ongoing Initiative

- To improve the consistency across the country with hospital pharmacy-related events, initiatives and opportunities through CSHP
- Increase the number and quality of hospital pharmacy related events occurring at all provincial CSHP branches through increased collaboration and support provided to the provincial CSHP student representatives
- Further CSHP's collaboration with CAPSI

IPSF Liaison: Melody Suon

University of Alberta
3rd Year Student



Duties and Activities to Date

- Implement the **Health Campaign on Tobacco Alert!** with proceeds going to the **Canadian Cancer Society**
- Coordinate the **Vampire Cup Blood Drives** with Canadian Blood Services
- **Promote IPSF events:**
 - World Congress, Pan American Regional Symposium (PARS), World Health Assembly
- Ensure **CAPSI representation at PARS and World Congress**
- Send out IPSF **Activity Reports** on behalf of CAPSI on organized activities
 - Review other Associations' Activity Reports
 - Sent out 5 Activity Reports to IPSF on CAPSI Activities
 - Submitted 6 PARO Spotlight entries

Duties and Activities to Date

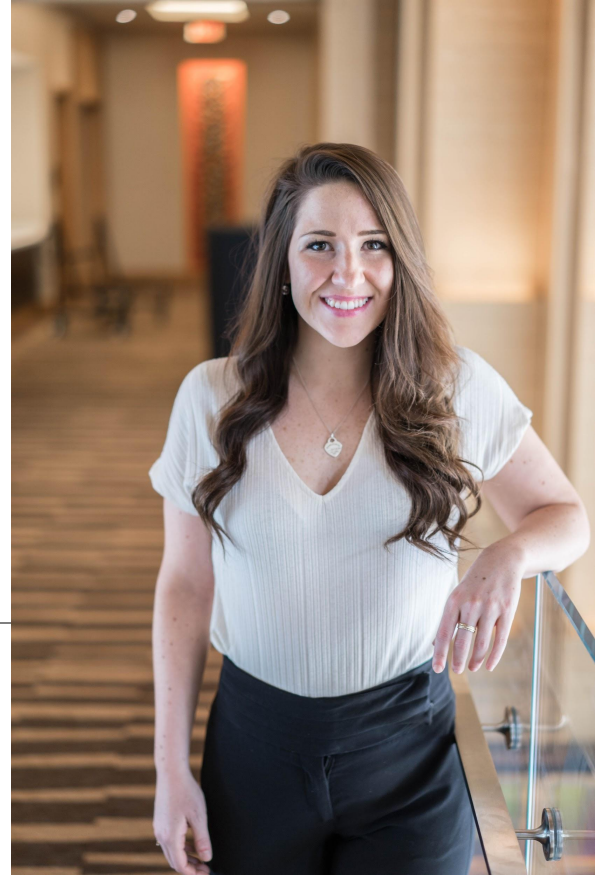
- Distributed Health Campaign Award applications, announced winning schools and distributed prizes (gift cards) to winning representatives
- Coordinated with local IPSF representatives
 - Facilitated local **IPSF information sessions**
 - Held **meetings** and consistently touched based with local representatives
- Organized the World Pharmacists Day Social Media Campaign
- Promoted the role of IPSF Liaison to IPSF representatives

Future Activities

- Send out **25 Activity Reports** in the winter semester
- Submit **24 PARO Spotlight entries** in the winter semester
- Continue to **support IPSF local representatives** with their initiatives, such as Health Campaign, Vampire Cup, and any other events they would like to implement to promote IPSF at their university
- **Promote IPSF events** such as **World Congress, PARS and World Health Assembly**
- **Planning to attend World Congress 2021 in Seoul, South Korea**

Student Exchange Officer: Melissa Kieley

Memorial University of Newfoundland
4th Year Student



Duties and Activities to Date

- Create and promote the **IPSF Student Exchange Program (SEP)**
- Conduct an **active search for host sites for SEP**
- Participated in **IPSF Regional and General Assembly**
- **IPSF Executive Council elections**
- Created and held SEP Training Session for IPSF local representatives
- Collaboration with VPPA and Advocacy committee for position statement on the **Pharmacists Role in Primary Health Care**
- Created a promotional brochure about SEP in Canada
- Updated CAPSI page on SEP Database
- **Chair of:**
 - SEP Committee

Committee Members

SEP Selection Committee

Responsible for the review of outgoing applications and for selecting candidates to participate in the Student Exchange Programme.

Chair: Melissa Kieley (SEO)

Melody Suon (IPSF), Christine Vaccaro (UofM), Sandi Schuhmacher (MUN), Emily Zerr (UofS), Michelle Chaung (UofT)

Student Exchange Program Statistics

SEP 2016-2017

- Sent 29 students, received 32 applications (Quota: 29)

SEP 2017-2018

- Sent 15 students, received 17 applications (Quota: 18)

SEP 2018-2019

- Sent 11 students, received more than 40 applications (Quota: 27)
- The following cities are participating in SEP last year: Montreal, Saskatoon, Winnipeg, Vancouver, Toronto, and St. John's
- Community Pharmacy, Hospital Pharmacy and Research.

SEP 2019-2020

- Received 19 applications (Quota 21)
- *SEP Cancelled due to COVID-19*

CAPSI is **still planning for SEP 2020-2021. Final decision will be made April 1st, 2021.*

Future Activities

- Select **outgoing applicants** with the SEP Committee
- **Place successful SEP applicants** (outbound) with their preferred host countries
- **Match all incoming applicants** with hosts
- Ensure transportation, housing and social activities for incoming students
- **Attend future SEO meetings** organized by the Chairperson of SEP.

Thank you for your attention!

Questions?

