



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

April Meeting 2022

CAPSI National Council Meeting

Sunday, April 3, 2022

11-1 PM EST

<https://us06web.zoom.us/j/86795317727>

1. **Call to Order**

W. Boudreau calls the meeting to order at 11:04 AM EST

W. Boudreau

2. **Land Acknowledgement (2 min)**

W. Boudreau

3. **Attendance (3 min)**

M. Hopkins

Name	Position	Attendance
W. Boudreau	President	Present
C. Vaccaro	President-Elect	Present
M. Patrick	Past-President	Absent
M. Hopkins	Executive Secretary	Present
G. Sicotte-Mendoza	Outgoing Finance Officer	Absent
T. Dhadial	Finance Officer	Present
S. Vos	Outgoing VP Communication	Absent
M. Rafiq	VP Communications	Present
H. Saunders	VP Education	Absent
M. Fyith	VP Professional Affairs	Absent
M. Kieley	Outgoing SEO	Absent
J. Melanson	Student Exchange Officer	Present
R. Huang	IPSF Liaison	Present
A. Nong	Webmaster	Present
W. Tran	CAPSIL Editor	Present
A. Krupski	CSHP Student Liaison	Absent
A. Grewal	UBC Junior Representative	Absent
C. Ma	UBC Senior Representative	Present
K. Moreland	Alberta Junior Representative	Present
R. Hanson	Alberta Senior Representative	Present
E. Fedusiak	Saskatchewan Junior	Present

	Representative	
L. Lueken	Saskatchewan Senior Representative	Present
S. Choi	Manitoba Junior Representative	Present
S. Diocee	Manitoba Senior Representative	Present
C. Huo	Waterloo Junior Representative	Present
S. Goldstein	Waterloo Senior Representative	Present
T. Udounwa	Toronto Junior Representative	Present
M. Chaung	Toronto Senior Representative	Present
P. Borzooyan	Montreal Junior Representative	Present
A. Le	Montreal Senior Representative	Present
H. Lyoubi Idrissi	Laval Junior Representative	Present
S. Boudhine	Laval Senior Representative	Present
N. Barkhouse	Dalhousie Junior Representative	Present
N. Fatima	Dalhousie Senior Representative	Present
M. King	Memorial Junior Representative	Present
C. Coles	Memorial Senior Representative	Present

Guests: Florence Bédard-Perrault (UdeM incoming jr rep), Zach Yopek-Stabel (UofA incoming Jr), Jasmine Ly (UofA incoming Sr), Stephanie Lo (Waterloo Incoming Jr Rep), Marianna Pozdirca (incoming VPPA), Ayman Lakhani (Incoming UofT Jr), Jonathan Chan (incoming Webmaster), Madison Wong (UofM), Godwin Chan (Incoming VP Communications), Meagan Wenzel (incoming SK JR rep) Wooje Choi (MUN Jr. Candidate)

4. **Acceptance of Previous Minutes (2 min)**

W. Boudreau

Meeting 6 Agenda: January Meetings 2022

BIRT CAPSI National accept the minutes from the Winter TC Meeting on January 9th, 2022.

**W. Boudreau/R. Huang
Motion carried.**

5. **Position Updates**

University of British Columbia

See Annex

University of Alberta

See Annex

University of Saskatchewan

See Annex

University of Manitoba

See Annex

University of Waterloo

See Annex

University of Toronto

See Annex

Université de Montréal

See Annex

Université Laval

See Annex

Dalhousie University

See Annex

Memorial University of Newfoundland and Labrador

See Annex

6. **Executive Reports**

President

See Annex

President-Elect

See Annex

Past President

See Annex

Executive Secretary

See Annex

Finance Officer

See Annex

VP Communications

See Annex

VP Professional Affairs

See Annex

VP Education

See Annex

Webmaster

See Annex

CAPSIL Editor

See Annex

IPSF Liaison

See Annex

Student Exchange Officer

See Annex

CSHP Liaison

See Annex

7. **3 Stars of CAPSI (2 min)**

W. Boudreau

- 1) M. Chaung
- 2) R. Huang
- 3) T. Dhadial

8. **Operations Manual Revisions (5 min)**

C. Vaccaro

Background: Proposed changes to position descriptions to ensure the language accurately reflects the current running of our association. Proposed changes were provided via email

- 3.2.12 Webmaster (page 24 and 25)

C. Vaccaro explains the purpose of the OM for the guests present and provides context for the changes.

BIRT CAPSI National accepts the proposed modifications to the Operations Manual, effective immediately.

C. Vaccaro/M. Hopkins

Motion Carried.

C. Vaccaro further expands that the changes in the OM are to make sure the OM matches what the webmaster does day-to-day. She states if anyone has any other suggestions they can be brought up at the June meeting.

3.2.12 Webmaster

DUTIES:

- Maintain the content and appearance of the CAPSI National website for both the English and French site.
- Manage and maintain the content of CAPSI National social media accounts: Facebook, Twitter, Instagram, and LinkedIn etc.
 - Create social media campaigns to increase member engagement and increase health awareness
 - Create a spreadsheet to allow for council members to sign up to post social media content
 - Manage and queue social media content using Meta Business Suite
 - Answer direct messages across 43 platforms
- Update website pages and contacts as needed, ensuring accurate and up-to-date information is readily available to the public:
 - National Council Meeting minutes - posting new meeting minutes no later than one month following approval of the meeting minutes and archiving previous minutes
 - Event descriptions
 - Prompt posting of CAPSI's constitution, operating manual, and bylaws after update approval
 - National campaigns (ie. International Pharmacists Day, Pharmacy Appreciation Month, etc.). - ensure only events held in the upcoming school year are posted and are up to date.
 - CAPSIL editions - promptly posting new editions, archiving previous editions, and changing the CAPSIL image on the homepage slider
 - Professional Development Week (PDW) - providing current information and archiving previous PDW information
 - "Sponsors" Page - update CAPSI Partner and Sponsor information, logos, and CU ads banner as needed
 - "Meet the Council" Page - annual update of page, including collection of information for council members' profiles, taking council photos, changing council image on the homepage slider, and archiving list of previous council members
 - "Contact Us" Page - updating contact info annually
 - Scope of practice Page - work with the Vice President Professional Affairs (VPPA) to ensure the scope of practice page on CAPSI's Website is current
 - CAPSI Local Pages – update yearly with the help of local representatives to ensure that only currently held events for the year are present
 - Develop new web pages as necessary

- Liaise with CPhA to ensure updated content and functionality of “Members Only” portion of site
- **Manage CAPSI Members-Only Portal**
 - Update benefits from sponsors within Members-Only Portal
 - Collaborate with Executive Secretary to ensure all account holders are CAPSI members on a
- Manage CAPSI email accounts
 - Reset passwords as necessary
 - Create new accounts as necessary
- Manage Slack
 - Yearly slack clean-up – removal of old channels and all non-council members from workspace
 - Create new channels for each committee for the upcoming school year with current members of the committee
- Monitor emails submitted through the ‘Contact Us’ Question Form, and promptly answer or forward the submitted emails to the most appropriate council member.
- Contact the design firm and Netfirms as needed for issues and technical support.
- Pay for Domains and SSL renewal for the website through Netfirms
- Act as the Chairperson of the CAPSI Website Committee (Section 7.6).
- Attend meetings and prepare and distribute reports at two meetings: PDW and the TC prior to the CPhA Conference. Reports may be made throughout the year to inform the National Council as needed.
- Review all potential sponsored social media content, along with Past President and Vice President Communications, prior to publication. In order to post, two thirds (2/3) approval of the listed council members must be in agreement.
- Use the checklist approach to keep track of tasks that have been completed, are in progress, and have been completed.

9. Student Wellness Survey Update(5 min)

C. Vaccaro

Background: 113 people have filled out CAPSI’s student wellness survey as of April 2, 2022. Will re-post the survey in early April (once PAM quiets down) and keep it open until the end of April. If you notice your school is <15 responses, please help promote this survey with all students at your school and post about it using CAPSI local social media/email!! It’s easier to make school-based recommendations with a greater sample size.

C. Vaccaro states that this is in coordination with AFPC. She encourages all locals to contact their students based upon the numbers of students who have responded. She states that this will not only help with national recommendations but also with when she goes to make individual recommendations to each dean next year.

P. Borzooyan asks if the deadline is possible to push the deadline to May to help accommodate exams.

C. Vaccaro states that the deadline isn’t a hard deadline but asks for a push this week before exams are too heavy but that it will be closed before CPhA

M. Chaung states that this is a great initiative but mentions that UofT had a whole UofT survey and so it is difficult to get students to fill it out without any potential incentives.

C. Vaccaro states that she has been thinking about this but did not want any specifics

attached to names she asks if its a UofT pharmacy one or a UofT wide one

M. Chaung states that it is a UofT wide one.

C. Vaccaro states that she does not think she will do incentives because she is a student looking at the results and does not want to be identifying anyone

T. Udounwa states that the UofT survey had students enter their email addresses separate from the survey for the incentive

W.Boudreau states that there are some schools that may plan to do a contest/incentive for the survey and that is okay.

10. CPhA Conference & CAPSI June Meeting (8 mins) W. Boudreau

Background: It is mandatory for all members of 2022-2023 to attend the June Meeting (June 8th-June 10th). The CPhA conference will be held from June 10th up to June 12th (<https://www.pharmacists.ca/conference/>) . You are requested at Fairmont Chateau Laurier from June 8th up to June 12th to assist in both events. If a council member cannot be present in-person in Ottawa, you must let Christine, President-Elect, know as soon as possible and you'll need to assist virtually to the meetings. I would also like to remind you of the reimbursement process and what is eligible for the year.

W. Boudreau clarifies that all of the details will be sent by email shortly. He states that we are currently discussing whether we will be 2 or 4 students per room. He states that historically we have been 4 per room to reduce cost but understands that some students may not be comfortable with this due to the COVID-19 situations. He proposes that CAPSI will cover the price for 4 students per room but if an individual is not comfortable with this they can be 2 per room and pay the difference. He states that we must remember that this is students' money that pays for these events. He questions if there is any official outgoing members that would like to be present. He states that since there was no reimbursement required this year it may be possible to have these individuals present

11. CAPSI Backpacks for Fall 2022 (12 mins) W. Boudreau

Background: I would like to re-evaluate the enthusiasm of having CAPSI backpacks for next Fall for first year students only. I would also like to discuss companies and pricing. I would like to have an approximate answer on the following questions to be able to start the process. Please fill out the table below.

	<p>Question 1: Would students at your school be willing to pay a certain amount if the backpacks are not fully sponsored?</p> <p>Question 2: Is there a specific date/month you would like to receive them?</p> <p>Question 3: How many backpacks would your school order?</p>
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UBC	<ol style="list-style-type: none"> 1. Students at our school are interested in the backpacks, and many have asked how to get them in the previous years. They may be willing to pay up to a certain price for the backpacks. 2. August or September would be most ideal. 3. Around 70, as they are very popular.
U of A	<ol style="list-style-type: none"> 1. The last few years, the first year class at UofA has gotten backpacks from the Alberta Pharmacists' Association and I anticipate that this will continue so I don't know if students would be willing to pay for an additional backpack if they are already getting some. 2. Likely September or October would be the most ideal timing 3. I would estimate ~100. We have approximately 140 students in each class so would have to gauge interest.
USask	<ol style="list-style-type: none"> 1. Students are interested in backpacks, but price would definitely determine how much interest there was. 2. August/September 3. 90
UManitoba	<ol style="list-style-type: none"> 1. There would be some interest as the current 1st and 2nd years have not gotten backpacks like the 3rd year students have. I think price point would be the major determining factor since tuition is a major sore spot for students at UofM. Most students polled (~80% responses) would not pay over \$30. 2. August or September 3. ~60-150. As only the current 3rd year students received backpacks. The 1st and 2nd years (~80 students) may want backpacks, and the college has aspirations for an incoming class size of 60 students (if that actually happens is to be seen), and we may purchase some as prizes.
UofT	<ol style="list-style-type: none"> 1. I believe students at UofT would appreciate having the option to pay for a certain amount for a backpack. A lot of students at UofT really look forward to the backpacks. However, I do think that interest may depend on how much the students will have to contribute. 2. Would appreciate getting them in the third week of August so that they can be ready for distribution during the fourth week of August or first week of September as that is when Orientation (Phrosh) Week 2022 will likely happen. UofT prefers to distribute such items during Phrosh 3. Around 240-270 (240 for the 1st years and ~30 for other students who may be interested in purchasing it for themselves and/or for future prizes)

Waterloo	<ol style="list-style-type: none"> 1. Recently we have been giving backpacks as prizes for events such as PAM, social media challenges, etc. for free so perhaps not ALL students would be willing to pay. If we have an option to order backpacks using individual order forms (ie. like the National PAM merchandise), it's likely that some students will be willing to buy a backpack. UW CAPSI could also probably cover any extra expenses for the first year class since we usually sponsor an item for their Phrosh packages. 2. Our incoming Rx2026 first year class will arrive in January 2023, however we don't mind receiving it in the Fall 2022 along with other schools and storing them until then. 3. Probably around 120-150 (120 for the first years, ~30 for other students who may be interested in purchasing it for themselves and/or for future prizes).
UdeM	<ol style="list-style-type: none"> 1. I think students will be willing to pay. Many of the students did enjoy the different merch we offered this year (mugs, totes, stickers). Although, it would depend on the cost and quality! 2. Beginning september would be best 3. 100 backpacks
ULaval	<ol style="list-style-type: none"> 1. Students would be willing to pay if the backpacks aren't fully sponsored since they expressed a great interest in the last years, especially first years. 2. Early September/Start of the fall semester. 3. 180-200 backpacks in total.
Dalhousie	<ol style="list-style-type: none"> 1) There are many current first and second year students that have expressed an interest in backpacks, and they likely would be willing to pay if the backpacks are not fully sponsored and if these are not limited to first year students. 2) Early September would be ideal for the start of the new school year, but I feel that the students would appreciate receiving them anytime. 3) Depending on the interest and if we are supplying to multiple different years, ~150-200 backpacks might be an estimate at this time for Dal Pharmacy as a whole. If we are going forward with this, A Google Form could be sent out to students to gauge interest. If this is limited to first years, the incoming class would consist of a maximum of 90 students.
MUN	<ol style="list-style-type: none"> 1) Students loved receiving backpacks in the past and have spoken about wanting new ones since receiving their initial backpacks, therefore, there is reason to believe that students would be willing to pay for them.

	<p>2) For September</p> <p>3) At least 40 for the incoming class of students, but there could be additional interest from students in other years and I agree with other schools that a Google form should be sent out to students at each school first to gauge interest before confirming numbers.</p>
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W. Boudreau states that he reached out to the company that did the tote bags for the PAM sale. For 2000 backpacks it would be ~\$63,000. He states we are looking at finding sponsors for this.

12. Turnover (5 mins) W. Boudreau

Background: Turnover/Transition is officially starting at the end of this meeting if you have an elected member for your position. You are still in your position until May 31st (with the exception of certain positions). You must be participating in requested events (potential Fourth round of Elections) and assume responsibility for the action of your incoming successor. You must train your successor to make sure they are ready for June 1st. For executive members, turnover documents will be reviewed by Christine and I this week and you will receive an email to confirm you can start the transition. Make sure you update your turnover document or create one for your school.

13. IPSF World Congress 2024 Update (5 mins) W. Boudreau

Background:The IPSF World Congress 2024 Committee has elected a Chairperson, a Logistic Officer, and a Secretary General. The 3 of them are from the University of Montreal. They will start preparing the bid around mid-May after their final exams. They have 2 main tasks before the June meeting: read over IPSF documents and prepare their bid which they will need to present to the council. The next round of elections proposed is at the same time as the National elections which will take place from the beginning of April up to mid-May.

W. Boudreau states that the president for the IPSF world conference is A. Le from UdeM. He states that we are planning on having someone go to Egypt this summer to present the bid. He questions if we should have the national elections and IPSF world congress elections at the same time or if they should be separate. He states that he would like the bid prepared for June 2022 meeting to practice the bid and get feedback.

M. Hopkins states that there would be some concerns to have National and IPSF Elections at the same time. It would be better to separate the elections. If we can't support CAPSI National we can't support the initiative IPSF WC.

C. Vaccaro asks who would need to be present for the IPSF world congress.

W.Boudreau states that the plan at the moment would be for the executive members, the two local UdeM representatives, and any IPSF world congress elected members

C. Vaccaro echoes M. Hopkins regarding separating elections. She states if we know we have individuals ready to join the committee that is one thing but if we are trying to find

individuals we should separate them.

J. Melanson echoes M. Hopkins and C. Vaccaro and adds that for those not on CAPSI National it would be difficult to separate the

A. Le agrees however she does not want to delay the elections too much because they are going to present in June. She states that she would hope they are early within the end of the semester.

W. Boudreau questions if we can add them at the end of April and vote on the elections at the June meeting. He states that if individuals want to be involved in the preparation they can be involved as a general member and then be elected at the June meeting. He states that it would run until June 1st so incoming members can read the applications.

14. **Medimap (5 min)**

M. Rafiq

Background:

Context: Medimap is an online platform with a mission to make healthcare more convenient and accessible for Canadians. Their platform is used by thousands of medical clinics across the country to publish their wait times online and a growing number of paramedical clinics – making it easier for individuals to compare the availability of clinics and find access to care in their communities. They average around ~200k+ visitors per month. They plan in the near future to incorporate pharmacies, especially since some provinces have gone forward with expanding scope and letting pharmacists prescribe and treat minor ailments. The website does have paid features (like physiotherapy appointments) but the wait time for walk-in clinics is free.

Goal with CAPSI: They want us to promote Medimap to our students to increase traffic in the university age group. They will provide QR codes that we can distribute to students that will allow the students to find more information about Medimap and can use the link on the code to book appointments.

What's in it for CAPSI?: Medimap wants to partner with CAPSI so when students book through the QR code it notifies Medimap it's through CAPSI's advertisement and they will provide a rebate.

What I would like to get council's feedback on is: do you think this is a worthwhile initiative? Rebates are not very successful for past experiences and so even if we advertise their platform we may not receive a benefit.

C. Ma states that UBC also met with Medimap and that it sounded like a good idea and a benefit for students even though CAPSI might not make much money off of it. She states it would be a good resource for students and there is no loss to doing it

P. Borzooyan questions if this service is offered in Quebec as the website does not offer it

M. Rafiq states that she will ask about Quebec and if there is plans for it to be a future initiative

W. Boudreau questions how exactly this partnership would work

M. Rafiq states that there is no discount, it is if students go through our link we would get money through that. The walk-in clinic is free and there is no discount for the other services.

W. Boudreau questions if this is a well-known service

M. Rafiq states that there is 2000+ visitors a month

W. Boudreau asks if any council members have heard of this

T.Dhadial states that he does not see any harm in trying it. He states that in terms of narrative it does not sound like they are looking to promote pharmacists expanding their scope, it could be questioned if they are willing to add pharmacies that have expanded services

15. Fall 2022 Notebook (5 min)

M. Rafiq

Background: If every local could kindly fill out the table below, it would be appreciated. I need the number of notebooks required for the upcoming school year!

	Question 1: How many notebooks would your school require for next year?
UBC	1. 65 notebooks
U of A	1. 200 notebooks
USask	1. 75
UManitoba	1. 200
UofT	1. Same as last year, 350 notebooks
Waterloo	1. 150 notebooks
UdeM	1. 150
ULaval	1. 150 notebooks.
Dalhousie	1. 100 notebooks.
MUN	1. 70

16. Drawing Contest for the Fall 2022 Notebooks (5 mins)

W. Boudreau

Background: I would like to suggest April 15th to May 10th for the drawing contest of our Fall 2022 Notebook. Do you see any issue with those dates? Details of the size will be presented soon. Do you still see an enthusiasm for these notebooks ?

11:46 AM EST J. Melanson left the meeting

S. Goldstein questions if we could extend the deadline by approximately 1 week because students generally take 1-1.5 weeks off after exams. She states that the beginning of May is the beginning of a new semester for Waterloo students so the deadline would be extended and help.

W. Boudreau questions if May 20th would be acceptable

S. Goldstein agrees that is good

A. Nong states that this past summer it was a \$50 prize for the winner of the contest.

M.King echoes S. Goldstein that an extended deadline would be beneficial

T.Dhadial echoes A. Nong

W. Boudreau questions if it is okay to do May 1st to May 25th with a \$50 prize.

BIRT CAPSI National will hold the drawing contest for the notebooks from May 1st to May 25th with a \$50 prize for the winner.

W. Boudreau/M. Rafiq

Motion Carried

17. CAPSI Members-Only Portal Update (7 min)

A. Nong

Background: CPhA currently manages the Members-Only Portal however, they will no longer be able to manage this by July. To host the member's portal on our website we need to install a plug-in which allows members to register and allows us to keep content hidden and limited to sign-in access only. Jonathan (Incoming webmaster) and I have been researching methods that will allow us to develop a member's only portal on our own. The two options we've debated between are:

1. Using Wordpress plugins which allow for members to register and content restriction
2. Using an external website (hosted by Wix) for member's only portal (similar to what is done now with CPhA)

After we met with Christine from CPhA to discuss options, we are leaning towards choosing Wix. We decided against using wordpress plug-ins as they have mixed reviews (1 star or 5 star distribution), the plug in updates might not be compatible with wordpress updates, and many lack security features thus allowing bots to create accounts. Jonathan has experience using Wix, there is also more security features and limited cost associated with using Wix (<\$50/yr for domain name)

Here is the member's only website Jonathan created for APSA:

<https://apsapharmforum.wixsite.com/pharm>

Our timeline is as follows:

- **May** - obtain content needed for migration from Christine and begin development

of the website. Connect with sponsors ie) RxVigilance, Agro Health which have unique generated code for members.

- **June** - finish website development and continue misc bug fixes. Run pilot with all CAPSI council members registering into the new website. Start preparing promotional materials for July public launch. Obtain current membership list from Exec sec.
- **July/August** - Public launch for current CAPSI members to register. Continue promotion to sign up
- **October** - obtain list of new members from Exec Sec and approve new members.

Support needed from council:

- Manual approval of members - Please consider joining the website committee :)

11:52 AM EST J. Melanson joined the meeting

W.Boudreau questions if we will keep both platforms at the same time in May/June. He questions how this transition will work.

A. Nong states that it will be built but it will not be released to public members until July

W. Boudreau states that addition of members could be done at the June meeting to help add in all the members. He thanks A. Nong and J. Chan for their work on this.

18. CAPSI Website Translation (3 mins)

W. Boudreau

Background: Angel (Webmaster) and I started a schedule for the translation of the CAPSI Website from the English to the French version to make sure it is up to date and that our increasing number of French members have access to the same information. If you would like to help in the translation, as it is a lot of work, please add your name below, and I will contact you to separate the tasks. If you know any bilingual members in your school, please invite them to participate in the translation committee or this initiative.

S. Goldstein states that Waterloo has the FrancoPharm club and she will reach out to them and ask if they would be interested in helping

F. Bedard-Perrault states that she will be interested in helping and asks how to join

W. Boudreau states that it will be through Slack so message him and he will arrange this

T. Udounwa states that UofT also has a French club and she will ask them. She asks what level of fluency is required.

W. Boudreau states that a basic level of knowing feminine and masculine objects is what is required. He states that there will be help if someone is not as confident.

19. PDW 2023 Update (1 mins)

L. Lueken/E. Fedusiak

Background: PDW 2023 is set to be hosted in Saskatoon SK (postponed from 2021 due to the COVID-19 Pandemic). The Sponsorship Package and Health Fair Package has been approved by our faculty and we are still in discussion with the College on what exposure they will provide us. We were recently granted Cornerstone Funding from the College to put towards a specific event. We are in discussions with potential judges for the competitions. The Facebook Page and Instagram Page are both up with updated logos - posts will begin soon once the Translations Officer begins translating them. The new website domain has been purchased (\$40.24) and the site is live but still needs fine tuning with the new details. Walkthroughs have occurred where the conference and competitions will take place. One keynote speaker has unfortunately backed out, so we lost our deposit on them. A search for a new keynote speaker has begun as well as our breakout speakers. Signing authority has finally been switched to the new committee.

BUDGET: Only money spent was purchasing the new website domain.

<https://docs.google.com/spreadsheets/d/1o0A9Q0Bgh9HTYqZxIKrwSaO4PbicwpPM9e1B4-FdZ2o/edit?usp=sharing>

C. Vaccaro questions if the budget can be updated so it does not look like it is from Montreal. She questions if these are Saskatchewan numbers or Montreal numbers.

E. Fedusiak states that she will ask the FO

C. Vaccaro states that it would be great if there were updated numbers

W.Boudreau states that he feels like the budget is a mix between Saskatchewan and Montreal at this point. He would like to reach out to the chairperson to see if there is anything that can be done to help. He states that we do have a partnership with Medisca and so there needs to be advertisement added to the PDW 2023 website.

T.Dhadial states that he thinks the numbers are mixed between Montreal and Saskatchewan. He questions how the process of getting sponsors is going.

E. Fedusiak states that they have 1 main sponsor so far. Pharmasave cannot offer any money but will offer volunteers. The College has given funding and the faculty has not given any true direction yet but there is a main speaker soon. They are hoping to have their keynote be Indigenous and therefore there would be some funding to apply for based on that.

T. Dhadial asks if there is a deadline in place and if there is a contingency plan in place if sponsorships fall through.

E. Fedusiak states she will discuss with the PC and keep the council updated. They are working on getting updated contact information for sponsors.

W.Boudreau questions if the same person is applying for grants and reaching out to sponsors.

E Fedusiak states that it is the sponsorship officer who is mainly doing it, however the entire committee is willing to help.

20. SLC Translation (2 mins)

M. Hopkins

Background: This item was referred from one of our previous meetings. We had stated that it would be re-assessed in Spring 2022. After reading our previous meeting minutes, I believe we were intending to have this re-assessed by next year's council. I would suggest motioning to move this to be reassessed at the June 2022 meeting.

BIRT CAPSI National Refers this item to the June 2022 meeting.

W. Boudreau/J. Melanson

Motion Carried.

21. 2022-2023 By-By-Elections (30 mins)

M. Hopkins

Reminder: Each current executive council member (with the exception of the President and the Past President) will be granted one (1) vote. A Senior Representative, Junior Representative, or appointed delegate will be granted two (2) votes, plus one (1) additional vote for every two-hundred (200) CAPSI General Student Members at their respective faculty of pharmacy.

M. Hopkins states that votes will be due at 13:00 MST and details will be sent out via email as soon as the meeting is over.

a. Student Exchange Officer (SEO)

- i. Farah Hadji, Université de Montréal

Motion to move in camera at 12:13 EST

W. Boudreau/M. Hopkins

Motion Carried.

H. Saunders joins the meeting at 10:17 MST

Motion to move out of camera at 12:30 EST

W. Boudreau/N. Barkhouse

Motion Carried.

22. **2022-2023 By-By-By-Elections (2 mins)**

M. Hopkins

Background: We are currently in the process of deciding the dates for CAPSIs inaugural by-by-by-elections. Further details will be communicated by email in the near future.

Motion to adjourn the meeting at 12:42 EST

W. Boudreau/C. Vaccaro

Motion Carried.



C A P S I • A C E I P

Annex of Executive and Local Council Updates
Virtual April Meetings 2022

Sunday April 3rd, 2022

Local Council Updates

University of British Columbia (C. Ma/A. Grewal)

Position Update:

Completed Tasks

- HIV/AIDS Antiretrovirals with Gilead Alberta
 - Date: January 21, 2022
 - Location: Online
 - Description: CAPSI UBC's IPSF Liaisons partnered with Gilead Alberta to have a virtual presentation on HIV/AIDS antiretrovirals. A representative from Gilead presented the mechanism, efficacy, and indications of many HIV/AIDS antiretrovirals.
 - Cost: \$75 (local funds)
 - Support Needed from CAPSI National: None
- Vampire Cup:
 - Date: Through month of February
 - Location: Online
 - Description: Vampire Cup blood drive as per IPSF's campaign. Students donated at any location of their choice, and joined the UBC Pharmacy Team on www.blood.ca.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- CAPSI Winter Annual General Meeting (AGM):
 - Date: February 16, 2022
 - Location: UBC Faculty of Pharmaceutical Sciences, streamed Online (via Zoom)
 - Description: Our bi-annual AGM (as required by our Alma Mater Society (which implements mandates and rules for clubs). We went over our council, our annual events and membership benefits, and promoted our upcoming elections and events.
 - Cost: \$50 (local funds)
 - Support Needed from CAPSI National: None
- GSK Lunch & Learn – Children's Advil:
 - Date: March 2, 2022
 - Location: UBC Faculty of Pharmaceutical Sciences
 - Description: A representative from our sponsor GSK came to present about the indications, efficacy, and safety of Children's Advil. They provided lunch to attendees.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- CSHP x CAPSI Symposium:
 - Date: March 3, 2022
 - Location: Online (Zoom)

- Description: CAPSI worked with CSHP's local student representatives to hold a lunch & learn-type event for students. Arden Barry presented on the CCS 2021 guideline updates for heart failure and dyslipidemia.
- Cost: \$0
- Support Needed from CAPSI National: None
- CAPSI Evidence Based Practice Competition
 - Date: March 21, 2022
 - Location: UBC Faculty of Pharmaceutical Sciences
 - Description: We held our Evidence Based Practice Competition as per the rules and guidelines provided by CSHP and CAPSI National.
 - Cost: \$150 (\$50 Local funds, \$100 National reimbursement)
 - Support Needed from CAPSI National: None
- Pharmacy Appreciation Month
 - Date: March 1st 2022- March 25th 2022
 - Location: UBC Campus
 - Description:
 - Aceta-Spin-to-Win: Advocating and promoting the different roles and scope of practice of pharmacists practicing in different care settings
 - Sexual Health booth: Educating the undergraduate student population about STIs, and how to prevent them, contraceptives, and pharmacists scope of practice.
 - Mental Health Week posts: Talking about mental health, burn out, and removing stigma. different videos from individuals discussing their experiences.
 - Ask Your Pharmacist OTC booth: Raising awareness about the OTC products that treat common minor ailments as well as to emphasize the role that pharmacists play in recommending OTC products.
 - Info Night About PharmD at UBC: Discussing what the program and application process of PharmD looks like and different career avenues.
 - COVID-19 Vaccine Talk: Discussing COVID misconceptions, COVID vaccine, and boosters
 - Drugs of Abuse presentation: Educating members of the Vancouver Fire Department about drugs of abuse they might deal with in the field, and provide information about the drugs and side effects, and how pharmacists can help.
 - Cost: n/a
 - Support Needed from CAPSI National: n/a

Ongoing Tasks

- CAPSI UBC 2022-2023 Local Council Elections
 - Date: March 24, 2022
 - Location: In-person (UBC Faculty of Pharmaceutical Sciences) and Online (Zoom)

- Description: Our local elections are currently underway. We had candidates run for the following positions: Junior Representative, Secretary, IPSF Liaison, Advocacy Chair, Community Outreach and Education Chair, Fundraising Coordinator, 2nd Year Rep, 3rd Year Rep, and 4th Year Rep. Candidates have made their speeches, and general members will be able to vote until March 31, and results will be announced on April 1.
- Cost: \$0
- Support Needed from CAPSI National: None
- Pharmacy Appreciation Month
 - Date: March 1st 2022- March 31st 2022
 - Location: UBC Campus
 - Description:
 - Thank Your Pharmacist: Patients provide anecdotes of positive experiences with their pharmacists to show appreciation
 - PAM x Yearbook Photo Contest: Advocate for the pharmacy profession by raising awareness of what a pharmacist does, mental health , and study strategies.
 - Cost: \$0
 - Support Needed from CAPSI National: None

Upcoming Events:

- CAPSI UBC By-Elections
 - Date: Mid-April
 - Location: In-person/online
 - Description: Local elections to hire unfilled positions from our elections: Vice-Treasurer,
 - Cost: \$800 (local funds)
 - Support Needed from CAPSI National: None
- CAPSI UBC Council Turnover Dinner
 - Date: Late April
 - Location: In-person/online
 - Description: Following the election of our 2022-2023 council, we will have a turnover dinner to familiarize the council members with each other, as well as have a chance to talk to their predecessor.
 - Cost: \$375 (Local funds)
 - Support Needed from CAPSI National: None

University of Alberta (R. Hanson/K. Moreland)

Completed Tasks

- PAM Events
 - Date: Month of March
 - Location: Virtual + in-person
 - Description: Various events such as presentations/lunch&learns, panel events, PharmD info booth, pharmafacts trivia night, and the National Meet&Greet event have been successfully held for a busy, but well-received PAM. We also distributed pins & stickers to kickoff the start of PAM. Various

planning meetings were needed with the PAM Committee, Alberta Pharmacists Association, Alberta College of Pharmacy, and the Faculty of Pharmacy and Pharmaceutical Sciences

- Cost: \$xx
- Support Needed from CAPSI National: None

Ongoing Tasks

- Advertising for unfilled CAPSI positions in upcoming by-election
 - Date: April
 - Location: Virtual
 - Description: Promotion of the unfilled CAPSI National Positions to the student body to garner interest, and facilitating the election applications where applicable
 - Cost: None
 - Support Needed from CAPSI National: None

Upcoming Events:

- Local Spring Changeover Meeting
 - Date: April/May
 - Location: Virtual
 - Description: Alberta will have a new Jr and Sr representative for the 2022-2023 year so a period of transition will be implemented to properly on-board the new Alberta reps, and a thorough local changeover meeting will occur
 - Cost: None
 - Support Needed from CAPSI National: None

University of Saskatchewan (L. Lueken/E. Fedusiak)

Position Update:

Completed Tasks

- Wellness Wednesdays/Promotions Months: January: Mental Health Awareness Month / February: S'Wellness Wednesdays / March: PAM
 - Date: Every Wednesday
 - Location: Instagram
 - Description: The CAPSI local council designs infographic posts each week to educate our members on certain topics themed around healthcare and wellness. Potential mental health/wellness panel to be held sometime throughout the month. A Swell Water Bottle was given as a prize for interacting with our posts.
 - Cost: \$45
 - Support Needed by CAPSI National Council: None.
- Transitioned PDW PC 2023
 - Date: January 27, 2022 8 PM CST
 - Location: Online via Zoom
 - Description: Continuing to transition PDW PC 2023 with ongoing meetings and providing them with any necessary information to continue their planning and organization efforts.
 - Cost: \$0
 - Support Needed by CAPSI National Council: None.
- PAM Event: Interdisciplinary Night - Heart Failure
 - Date: March 3, 2022 7 PM CST
 - Location: Online via Zoom
 - Description: The interprofessional case study event is intended to be an open-format case study that brings together multiple health professionals. The

case study will be on the topic of Heart Failure. The panel was composed of two pharmacists, a social worker, and dietitian who discussed the area and how they would approach patients of this nature. The audience will be pharmacy students and students of other colleges who are interested. The students will listen to the facilitated discussion and pose questions. The focus of the case study is to show how an interprofessional team works together to solve the case.

- Cost: \$40
- Support Needed by CAPSI National Council: None.
- PAM Event: Mentorship Night
 - Date: March 8, 2022 7 PM CST
 - Location: Online via Zoom
 - Description: This event is structured in a “speed-dating” style and students meet in small groups
 - and ask questions, gain insight and network with unique pharmacy mentors in different areas of
 - practice. Students will rotate Zoom break-out rooms throughout the evening so they can speak to
 - all mentors. Examples of previous pharmacy mentors: pharmacy manager of SDM’s in Saskatoon,
 - current hospital pharmacy resident, pharmacy professor, etc. We want to provide students with
 - the opportunity to hear from professionals in different areas of practice. We are excited to
 - announce we have a total of 5 mentors, including those involved in hospital, community, and
 - specialty clinic practices!
 - Cost: \$45
 - Support Needed by CAPSI National Council: None.
- PAM Event: Mock OSCE Night
 - Date: March 16, 2022 7 PM CST
 - Location: Online via Zoom
 - Description: Mock OSCEs look a little different this year! We will be doing OSCE scenarios with group members where each student in a group will take turns being the ‘pharmacist’ “patient” and evaluator. Cases for first, second, and third year students will be emailed to groups on the day of the Mock OSCE in a Google Drive folder. This event is FREE for all students (usually \$10 for non-CAPSI members).
 - Cost: \$0
 - Support Needed by CAPSI National Council: None.
- PAM Event: Admissions Night
 - Date: March 21, 2022 7 PM CST
 - Location: Online via Zoom
 - Description: This event is targeted at prospective university and high school students who are interested in entering the College of Pharmacy and Nutrition. Diane Favereau (Administrative Officer of Undergraduate Affairs) speaks about the admission requirements and process. Current pharmacy students attend the event to give insight into their experiences leading up to getting accepted into the

College. We also promote the pre-pharmacy club to those students who are entering university in the fall.

- Cost: \$0
- Support Needed by CAPSI National Council: None.

Ongoing Tasks

- CAPSI Local Elections
 - Date: Letters of Intent Due: March 26, 2022 11:59 PM CST
 - Location: N/A
 - Description: An email was sent out on March 16th outlining the election details and process to first and second year students.
 - Cost: \$0
 - Support Needed by CAPSI National Council: None.

Upcoming Events:

- PAM Event: NIHB Information Night
 - Date: March 29, 2022 7 PM CST
 - Location: Online via Zoom
 - Description: With over 15% of Saskatchewan's population identifying as Indigenous, pharmacy students in Saskatchewan have a commitment to providing inclusive patient care to the Indigenous community through collaborative learning and education by the community they serve. We invite all health sciences students and practicing professionals to attend a session on the intricacies of billing and prescribing under the Non-Insured Health Benefits (NIHB) program, and on promoting inclusion of the Indigenous community in pharmacy practice. This event will be presented by a pharmacist with extensive experience in a pharmacy that largely serves an Indigenous population, and provides methadone services and minor ailment prescribing under NIHB.
 - Cost: \$25
 - Support Needed From National: None
- CAPSI/SPNSS AGM
 - Date: March 30, 2022 5:00 PM CST
 - Location: Health Sciences 1130
 - Description: Recap the councils' year, dissolve the 2021-22 council and state the 2022-23 council to complete the transition of the new council members.
 - Cost: \$0
 - Support Needed From National: None
- CAPSI Bake Sale
 - Date: March 30/31, 2022 11:00 - 1:00 PM CST
 - Location: Health Sciences E-wing Atrium
 - Description: CAPSI USask hosted a bake sale on March 30th & 31st in the Health Sciences E-wing atrium across from the USask store. Our CAPSI council members were set up to sell a variety of packaged baked goods including, brownies, cookies, muffins, and squares! Prices will be \$2.00/item or \$5.00 for 3 items.
 - Cost: TBD
 - Support Needed from National: None
- GSK Presentation
 - Date: April 5, 2022 at 7:00 PM CST
 - Location: Online via Zoom

- Description: Presentation in collaboration with our GSK representative a presentation on Children's Advil will be presented to students.
- Cost: \$0
- Support Needed From National: None
- Wellness Wednesdays/Promotions Months: April
 - Date: Every Wednesday
 - Location: Instagram
 - Description: The CAPSI local council designs infographic posts each week to educate our members on certain topics themed around healthcare and wellness. Potential mental health/wellness panel to be held sometime throughout the month.
 - Cost: \$0
 - Support Needed by CAPSI National Council: None.
- Bedford Road Presentation
 - Date: TBD
 - Location: Bedford Road Collegiate
 - Description: A presentation to a local class at the Bedford Road Collegiate on the profession of pharmacy and the pharmacist's role within the community.
 - Cost: \$0
 - Support Needed From CAPSI National: None

University of Manitoba (S. Diocee/S. Choi)

Position Update:

Completed Tasks

- Lunch and Learn: Pharmacist Manitoba
 - Date: March 8,2022
 - Location: Online
 - Description: Guest speakers (J. Brandt and T. Smith) from Pharmacist Manitoba
- Real Escape
 - Date: March 11,2022
 - Location: The Real Escape
 - Description: Students worked in teams to escape a room!
- Lunch and Learn: Trauma Informed Care/ Indigenous Health
 - Date: March 14,2022
 - Location: Online
 - Description: Guest speakers Dr. Baehr
- Maples Met Community Outreach
 - Date: March 17,2022
 - Location: Maples Met High School
 - Description: Students presented the profession of pharmacy, did a hands-on gummy bear activity with high school students
- Apothecary Release
 - Date: March 18,2022
 - Location: Online
 - Description: Third edition of the Apothecary: interviews of seven high achieving pharmacists across Canada as well as student wellness recipes and work out tips.
- Trivia Night
 - Date: March 23,2022

- Location: In Person
- Description: Pharmacy + PAM trivia
- Yoga at Lunch
 - Date: March 25,2022
 - Location: In Person
 - Description: Wellness- In person yoga
- Paint Night
 - Date: March 25,2022
 - Location: In Person
 - Description: Paint Night for students: Cactus
- By-elections
 - Date: March
 - Location: online
 - Description: promoted by elections

Ongoing Tasks

- Lunch and Learn: Taking the Next Step
 - Date: March 30, 2022
 - Location: Online
 - Description: Guest speaker panel: D. Janzen, S. Tien and G. Frankel talking about academic pursuits beyond pharmacy.
- PAM Passport: Winner
 - Date: March 31, 2022
 - Location: Online
 - Description: PAM participants will be awarded their prizes

Upcoming Events:

- Filling CAPSI positions
 - Date: First Week of April
 - Location: Online/ In person
 - Description: Finding and confirming the last of the open CAPSI positions, including MB Jr Rep.
- MNTP
 - Date: April 9, 2022
 - Location: In person!!!
 - Description: Approval obtained from UofM to hold event in person off-campus. Have contestants for each year, finalizing videos, talents, etc. Venue capacity limiting event to students only this year. Looking forward to first large in person event in 2 years!!!!

University of Waterloo (S. Goldstein/C. Huo)

Position Update:

Completed Tasks

- Mystery Succulent Sale
 - Date: Ordered on February 11, 2022; Distribution on February 18, 2022
 - Location: Plants were distributed at School of Pharmacy
 - Description: This event was a fun and laidback succulent sale. Pharmacy students ordered either a 1.5 or 2.25 inch succulent via our online form, and then they were distributed to students at the School of Pharmacy.
 - Cost: N/A

- Support Needed from CAPSI National: N/A
- Elementary/Highschool Presentations
 - Date: March 2022 (throughout the month)
 - Location: Over Zoom/In Person at elementary/high school settings
 - Description: Waterloo pharmacy students had the opportunity to participate in a community outreach teaching opportunity at local elementary/high schools on a virtual or in-person level. For elementary school students, we had presentations on topics including Handwashing, Allergies, Kids and Medicine, and COVID-19. For high school students, we had an Introduction to the Pharmacy Profession presentation for Civics & Careers classes.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- PAM Kickoff Breakfast (PAM 2022)
 - Date: March 1, 2022
 - Location: In-person at the School of Pharmacy
 - Description: We kicked off PAM by providing a breakfast in person at the School of Pharmacy catered by Café Pyrus. Our PAM Chair Sarah Fallis had a kick off speech to start off PAM by highlighting the many things our pharmacists do everyday. Students were encouraged to take photos with our PAM helium balloons and photo booth props
 - Cost: \$63.08 (PAM balloons) + \$1284 Café Pyrus Goods
 - Support Needed from CAPSI National: N/A
- Thank You Pharmacy Appreciation Videos
 - Date: 3 videos posted on social media throughout March 2022
 - Location: Posted on Instagram and Twitter
 - Description: We collected video clips from the community where they shared briefly what they appreciate about pharmacists and compiled them into ~60 second videos. These videos highlighted the appreciation that patients have for what pharmacists do in light of PAM.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- ● OPhIG x CAPSI: Cervical Cancer IPE Event (PAM 2022)
 - Date: March 10, 2022
 - Location: Over Zoom
 - Description: OPhIG hosted a collaborative event with CAPSI to raise awareness on the importance of prevention of cervical cancer and how it can be managed in an interprofessional team. This included 3 keynote speakers from different disciplines: Beth Halford (DPT), Christine Palmay (MD, family physician), Sofija Bulovic (RPh). We also had additional panelists Michael Collins (RPh), Tom McFarlane (Clinical Lecturer), Rachel Isaac (MSW, RSW) present at the event. There were 2 case studies that were discussed in a large group and breakout room setting, followed by a Q&A session.
 - Cost: \$45 (3 x \$15) as raffle prizes for attendees
 - Support Needed from CAPSI National: N/A
- Geriatric Club X CAN X CAPSI: Geriatric Panel (PAM 2022)
 - Date: March 14, 2022
 - Location: Over Zoom

- Description: Waterloo pharmacy students had the opportunity to learn from a panel of PhD and pharmacists who have experience working in a geriatric setting. Students were able to participate in a Q&A session.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- OSCE Prep Club X CAPSI: Mock OSCEs (PAM 2022)
 - Date: March 17, 2022
 - Location: Over Zoom
 - Description: Students in Rx2024 and Rx2023 signed up for 1-hour sessions to participate in Mock OSCEs hosted by the OSCE Prep Club. The clinical topics were tailored to the specific level of learning in school with the goal of preparing for future OSCE events.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- CAPSI x CSHP Evidence Based Practice Competition (PAM 2022)
 - Date: March 19, 2022
 - Location: Over Zoom
 - Description: Students sign up in teams to complete a patient case in a two-hour window. They were required to read the case, appraise literature and document answers in the provided answer key. Winners will be announced in April after our judges have concluded marking the cases.
 - Cost: \$300 (\$100 each from UW CAPSI, CAPSI National, CSHP)
 - Support Needed from CAPSI National: \$100 for the prize
- Ancient Indigenous Medicine Symposium (PAM 2022)
 - Date: March 24, 2022
 - Location: Over Zoom/in person at School of Pharmacy
 - Description: Waterloo students were able to join this hybrid event where Joe Pitawanakwat, an Anishinaabe plant medicine teacher, discussed plant-based and Indigenous traditional medicine. Students who came in person were eligible for free cookies. Opening remarks were made by Jen Belcher from the OPA. 3 PAM T-shirts were raffled off to participants.
 - Cost: \$310 (Catered cookies) + \$50 (gift card for speaker)
 - Support Needed from CAPSI National: N/A

Ongoing Tasks

- Exploring Heart Failure IPE Event (PAM 2022)
 - Date: March 30, 2022
 - Location: Over Zoom
 - Description: This is an interprofessional event with a speaker panel including pharmacist (Dr. Joey Champigny), cardiac surgeon (Dr. Joe Noora) and director of Heart Failure Program (Dr. Amelia Yip). Students will work through 2 case studies in a small group of pharmacy students, medical students, nursing students, respiratory therapist students, and more! This event was approved for IPE points for both Waterloo's IPE Program as well as McMaster's PIPER Program.
 - Cost: \$75 (3 x \$25 gift cards for speakers)
 - Support Needed from CAPSI National: N/A
- PAM Bingo Card & Raffle Prizes
 - Date: Throughout March 2022

- Location: Over social media (Instagram, Facebook, Twitter)
- Description: This is a fun social media initiative to increase participation in PAM events. Bingo squares include tasks such as “Attend an educational event,” “Current CAPSI member,” “Complete our feedback survey,” “Worked in a pharmacy,” etc. Prizes are awarded to the first to complete 4 lines, then a raffle for the completion of 2 lines, and lastly a raffle for completing the feedback survey.
- Cost: \$150 (Various gift cards from local businesses - Café Pyrus, LenJo Bakes, Sweet Caroline’s Ice Cream, Cyclone, Round Table, etc.)
- Support Needed from CAPSI National: N/A
- Local Council Elections
 - Date: Throughout February-April 2022
 - Location: N/A
 - Description: We have elected all opened positions for the 2022-2023 Local Council (Jr National Rep, Secretary, Finance Officer, Communications/CAPSIL Director, Jr Fundraising Coordinator, Jr Education & Outreach Coordinator, Jr Competitions Coordinator, Jr IPSF Coordinator). We are just missing a PAM Chair and will be opening applications again in the Spring term for the Rx2024 cohort.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A

Upcoming Events:

- Transition & Handover Period
 - Date: April-May 2022
 - Location: N/A
 - Description: We will be having our last 2021-2022 Council meeting on April 5 to wrap up PAM and officially transition the new council members into their roles. The current position-holders will be sending their Handover Documents and meeting one-on-one as needed to transition them into the new position.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A

University of Toronto (M. Chaung/T. Udounwa)

Position Update:

Completed Tasks

- National PAM Merchandise Sale
 - Date: February - March 2022
 - Location: Facebook, Email and In-Person
 - Description: This year, CAPSI UofT took on the initiative to chair the CAPSI National PAM Committee and at least one local representative from each pharmacy school sat on the committee, to ensure that every school receives the benefits of this committee. We hosted our very first National PAM Merchandise Sale and we provided students with two items to buy. We had a tote and a toque for sale, and they were both designed by our very own CAPSI webmaster and CAPSIL editor. We sold over 600 items and even profited over \$1800. We all collaborated and decided to donate this sum to the Canadian Mental Health Association. This event was only a success because of everyone’s contribution and hard work!

- Cost: N/A
 - Support Needed from CAPSI National: CAPSI National PAM Committee
- Busting Myths on Birth Control: A Case-Based Discussion
 - Date: 6-7pm on February 17th, 2022
 - Location: Zoom
 - Description: Prof. Brown debunked some misconceptions surrounding birth control use based on popular myths voted for by our local council. We had ~65 students participate. Topics discussed included IUDs and pelvic inflammatory disease, the use of oral contraceptives to skip a period, the evidence on birth control use and various cancer types, how strict one has to be with daily adherence to OCPs, and the relationship, if any, between contraceptive use and aggression or behavior
 - Cost: N/A
 - Support Needed from CAPSI National: None
- February Social Media Awareness Week
 - Date: February 7th to 11th, 2022
 - Location: Facebook
 - Description: On each day of the week, a local CAPSI event was highlighted via a Facebook post and students were invited to enter a raffle to win a \$10 gift card by commenting on the post. Events highlighted included the upcoming IPE event on Heart Failure, Kids in Medicine, and the PAM kickoff event hosted on March 1 in collaboration with UofT's Undergraduate Pharmacy Society (UPS). There were ~40 comments per post on average, which was great to see! We also used this opportunity to give away some Teva water bottles we've had in our CAPSI locker for years
 - Cost: \$50 (5 x \$10 e-gift cards)
 - Support Needed from CAPSI National: None
- CAPSI National Virtual Meet and Greet
 - Date: 8-9pm EST on March 15, 2022
 - Location: Zoom
 - Description: Students from all 10 pharmacy schools were invited to meet their peers and colleagues during this Meet and Greet event. There were about 20 non- CAPSI council students in attendance. Conversation-specific and game-specific (e.g. Skribbl.io) breakout rooms were created to provide attendees with the option to join a room type they preferred. The National PAM Committee was instrumental in creating documents to guide the conversations and games.
 - Cost: N/A
 - Support Needed from CAPSI National: National PAM Committee
- CAPSI KIMs
 - Date: All March
 - Location: Zoom and Instagram
 - Description: Every year, CAPSI UofT would form a KIM Committee to create presentations to teach elementary and high school students on certain health promotion topics. This year, our committee chose these topics: Sexual Health, Safe Drug Uses and COVID-19/Health Prevention. Unfortunately, with the changes from the COVID-19 pandemic, we were able to get many schools to participate in this initiative. We were able to present to one high school on Safe Drug Use and it was an interactive, virtual presentation with the Grade 12

Chemistry class from Jarvis C.I. It was very well received and we received many great questions on drug uses. Due to the lack of signed up schools, we also decided to promote these topics on Instagram to receive a larger audience group. Our group made reels for these topics and also created multiple choice questions for students to get a chance to win a \$10 gift card as well.

- Cost: \$30 (3 x \$10 gift cards)
- Support Needed from CAPSI National: N/A
- CAPSI PODs
 - Date: All March
 - Location: Instagram
 - Description: CAPSI UofT formed a PODS committee and instead of hosting booths at the local community pharmacies, we created a combination of reels and infographics to be posted on our @uoft_pam2022 Instagram page. We selected hashtags that were more general in hopes to reach a wider audience for our health promotion. We selected these topics: naloxone, travel medicine, COVID-19, hypertension, and HIV/AIDS. Our naloxone reel had over 600 views, which is an amazing turnout! We post twice a week, with a combination of reels and infographic IG posts on our @uoft_pam2022 page.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- CAPSI x UTIHI Interprofessional Education (IPE) Event
 - Date: 5:15-7:15pm on March 24, 2022
 - Location: Zoom
 - Description: This IPE event on Heart Failure was held in collaboration with the University of Toronto chapter of the Institute for Health Improvement (UTIHI). 48 students from various healthcare programs at UofT (pharmacy, medicine, occupational therapy, physical therapy—to name a few) signed up to engage in a discussion on approaching care for experiences diagnosed with heart failure collaboratively. UTIHI contributed to recruiting facilitators for the event. Professor Heather Kertland, a faculty member at our school of pharmacy, shared a 35-minute presentation prior to breakout groups among the professions to introduce the audience to optimal heart failure management.
 - Cost: N/A
 - Support Needed from CAPSI National: None
- CAPSI PAM Promotion and Facebook Page Campaign
 - Date: Throughout March
 - Location: Zoom
 - Description: We have been actively promoting PAM events through our newly made IG page: @uoft_pam2022 and also our Facebook Page. We also have been promoting through CAPSI UofT Facebook and IG pages. We post weekly and monthly update calendars to promote our PAM events from all clubs.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- CAPSI X UPS Kickoff Event
 - Date: March 1st, 2022
 - Location: Zoom and Facebook
 - Description: UPS PVP, Christine Tan & Chelsea Alder, organized an online event to celebrate the hard work and resilience of pharmacy students over the

last year in collaboration with the Toronto Sr. and Jr. reps. This event featured a discussion on 4 topics, Pharmacy in the Future—What do Students Want to See?, Blessings in Disguise During the Pandemic, Experiences with Both Online and In-Person School, and APPE Rotations During the Pandemic, featuring volunteer student speakers from all year groups. The discussions were held on Zoom live streamed to UofT's PAM Facebook Page where students were invited to participate in the discussion by commenting on the live stream. Each comment was entered into a draw to win a \$200 e-gift card.

- Cost: \$200 (1 x \$200 e-gift card covered by UPS Finance)
- Support Needed from CAPSI National: None
- ● 2T3 CAPSI Mock OSCE
 - Date: 9am-12:15pm on March 12, 2022
 - Location: Zoom
 - ○ Description: 4 cases on various pharmacotherapy topics were selected by the Sr. rep and utilized during this Mock OSCE event for the third-year class. Current second-year students volunteered as standardized patients and assessors for the event. These 2nd year students will receive priority entry into next year's Mock OSCE event, all things being equal. There were a total of 18 2T3 participants and 17 2T4 volunteers. We had a successful event and it was smoothly run on Zoom. All participants, actors and assessors signed the confidentiality form as well.
 - Cost: N/A
 - Support Needed from CAPSI National: National Competitions Review Committee
- IPSF Candy Grams & Stickers Fundraiser:
 - Date: March 8 th to 23 rd , 2022
 - Location: Facebook Event and Google Form
 - Description: As part of PAM and IPSF's annual HIV/AIDS Awareness health campaign, we will be selling both stickers and candy grams to raise funds for our chosen charity. This year, all proceeds raised through this sale will be donated to the Canadian AIDS Society! The Canadian AIDS Society (<https://www.cdn aids.ca/>) aims to represent a strong, national voice for people living with HIV/AIDS and provides various prevention and education programs. Students place orders through Google Form. Prima Zhao designed the stickers and Bernice Yu is crafting and printing the stickers!
 - Cost: N/A
 - Support Needed from CAPSI National: None

Ongoing Tasks

- CAPSI By-By-Elections
 - Date: March 16-27, 2022
 - Location: Email and Social Media Platforms
 - Description: Emails have been sent to current first-, second- and third-year students inviting them to apply for available National Executive Council positions (President-Elect, CAPSIL Editor, and Student Exchange Officer) if they are interested. So far, no interest has been shown.
 - Cost: N/A
 - Support Needed from CAPSI National: None

Upcoming Events:

- Toronto's Next Top Pharmacist (TNTP) 2022
 - Date: 7-8:30pm on March 31, 2022
 - Location: Zoom
 - Description: 4 pharmacy students have signed up to compete in this annual pageant-style pharmacy-themed competition for the title of TNTP 2022. To maintain consistency with all other PAM events, we will be hosting this event online via Zoom. The first-year CAPSI representatives and UPS Marketing team has been instrumental in planning and promoting this event to the rest of our student body. Prior to the event, reveals of the contestants and judges and an event trailer will be shared via the TNTP Facebook Event Page. This year's judges include 3 faculty members. This event is usually a very popular event among pharmacy students. So far, 61 students have indicated interest via the FB event page
 - Cost: \$40 (2 x \$20 e-gift cards)
 - Support Needed from CAPSI National: None
- CSHP x CAPSI x UPS EBP Competition
 - Date: 5-7pm on April 1, 2022
 - Location: In-person (in the pharmacy building)
 - Description: Materials for this year's EBP competition were provided by the CSHP liaison. Promotion of the competition began on March 21 inviting students from all years to participate in this competition as an opportunity to refine skills that may be valuable during their professional rotations. This event is being hosted by UofT's CSHP Chairs, who are also the UPS External Affairs Directors, in collaboration with the UofT CAPSI Sr. and Jr. Reps. It will be CAPSI's only in-person event for this school year. As of March 23, two teams of 3 students at the faculty have signed up to participate in this competition. Each member of the winning team will receive a \$50 e-gift card. UPS External Affairs Sr, JR, CAPSI Sr and Jr will be the judges.
 - Cost: \$100-200 (depending on size of winning team)
 - Support Needed from CAPSI National: \$100 of prize covered by National Finance
- Transition Meetings
 - Date: April 4, 2022 and Ongoing
 - Location: Zoom
 - Description: UPS and CAPSI transition meetings are being organized all through the month of April to ensure continuity of CAPSI's affairs at the faculty. Our incoming Jr. rep has been elected and will be in constant communication with the current Jr. rep to prepare her for the role next year.
 - Cost: N/A
 - Support Needed from CAPSI National: None

Université de Montreal (A. Le/P. Borzooyan)

Position Update:

Completed Tasks

- "Speed Dating" MPA, Photoshoot,
 - Date: March
 - Location: UdeM faculty of pharmacy and Teams

- Description: CAPSI-UdeM organized different activities for PAM. “Speed Dating avec MPA” : A discussion between PharmD students and our pharmacy hospital residents like a “speed dating”. Each participant had 3 min to talk face to face with each of the residents on Teams. Photoshoot: we hired a professional photographer to take a professional photo of 45 students (capsis members) GSK conference: Conference with GSK representative as speaker where students learned more about Voltaren. Social Media contests: each week, CAPSI-UdeM published a question on its Instagram et Facebook page (best pharmacy meme, your favourite side effect, etc.) and we picked a winner.
- Cost: 450\$
- Support Needed from CAPSI National: N/A

Ongoing Tasks

- Merch sell
 - Date: March and April
 - Location: UdeM faculty of pharmacy
 - Description: PAM tote bags, pharmacy stickers, pharmacy mug
 - Cost: N/A
 - Support Needed from CAPSI National: N/A

Upcoming Events:

- N/A

Université Laval (S. Boudhine/H. Idrissi)

Position Update:

Completed Tasks

- Vampire Cup
 - Date: 23 mars 2022
 - Location: Pavillon Ferdinand-Vandry
 - Description: Don de sang organisé en coopération avec Héma-Québec, AGEP et IPSF pour le MSTP
 - Cost: 0\$
 - Support Needed from CAPSI National: 0\$
- Concours MSTP /Giveaway
 - Date: Mars 2022
 - Location: Virtuel
 - Description: Différents concours organisés dans le cadre du MSTP pour stimuler la vie étudiante et amplifier l’engagement envers nos réseaux sociaux (+ visibilité).
 - Cost: 250 \$
 - Support Needed from CAPSI National: None, thank you
- Vente de merchandise MRP
 - Date: Février/Mars 2022
 - Location: Pavillon Ferdinand-Vandry/En ligne (promotion)
 - Description: Vente de marchandise CAPSI
 - Cost: 0\$
 - Support Needed from CAPSI National: None, thank you

Ongoing Tasks

- Transition débutée (Sr à Jr)
 - Date: Mi-mars- fin avril

- Location: En ligne/Présentiel
- Description: S'assurer que le junior a tous les outils pour pouvoir prendre en charge ses fonction de sénior au début de son prochain mandant par des rencontres hebdomadaires.
- Cost: 0\$
- Support Needed from CAPSI National: None, thank you

Upcoming Events:

- Trivia night sur le VIH/SIDA en collaboration avec IPSF
 - Date: Avril 2022
 - Location: En ligne
 - Description: Soirée informative pour les étudiants en pharmacie où ils pourront en apprendre plus sur le sujet VIH/SIDA tout en s'amusant sur un kahoot!
 - Cost: 0\$
 - Support Needed from CAPSI National: None, thank you

Dalhousie University (N. Fatima/N. Barkhouse)

Position Update:

Completed Tasks

- Pharmafacts Trivia Story Contest
 - Date: March 1st, 2022
 - Location: virtual
 - Description: Students who participated in the Pharamafacts trivia on the Dal CAPSI's Instagram story receive an entry into PAM Passport draw.
 - Cost: n/a
 - Support from CAPSI National: n/a
- Pharmacy Appreciation Treats
 - Date: March 11-13th, 2022
 - Location: Vandal's Donuts
 - Description: Pharmacy students delivered donuts to pharmacies in their areas as a thank you for all their hard work.
 - Cost: \$384.40
 - Support from CAPSI National: n/a
- Pharmacy students on the front lines
 - Date: March 8-10th, 2022
 - Location: Virtual
 - Description: Pharmacy students tagged us in a picture of them in PPE for an entry into the PAM passport draw.
 - Cost: 0
 - Support from CAPSI National: n/a
- A Candid Conversation about Pharmacy with Diane Harpell
 - Date: March 3rd, 2022
 - Location: Virtual
 - Description: Diane Harpell is currently the Chair of the Board at the Pharmacy Association of Nova Scotia, an Independent Pharmacy Owner, and a Board Member with the Canadian Pharmacists Association. She will use her current roles and past experiences to talk about the state of pharmacy in Canada from her perspective. She'll talk about the emerging trends in pharmacy, ongoing

changes that are being seen in the pharmacy workforce, the impact of COVID-19 and an insight into interprofessional relationships.

- Cost: \$25
- Support from CAPSI National: n/a
- Shoppers Drug Mart Presentation
 - Date: March 8th, 2022
 - Location: Burdbige Pharmacy Building
 - Description: Reps from Shoppers Drug Mart did a presentation on opportunities with their company and provided lunch for students.
 - Cost: \$0
 - Support from CAPSI National: n/a
- Owning and Operating a Pharmacy: The More You Know
 - Date: March 10th, 2022
 - Location: Virtual
 - Description: A presentation by a local pharmacy owner on being an independent pharmacy owner.
 - Cost: \$50 giftcard draw
 - Support from CAPSI National: n/a
- GSK OTC Presentation
 - Date: March 17th, 2022
 - Location: Virtual
 - Description: An online presentation by GSK reps on Advil.
 - Cost: \$50 giftcard draw
 - Support from CAPSI National: n/a
- Indigenous Medicine Talk
 - Date: March 24th, 2022
 - Location: Virtual
 - Description: Tuma Young is an Assistant Professor of Mi'kmaq Studies at CBU and is a member of Eskasoni and Malagawatch First Nation. Their topic will be on the importance of cultural competence in working with diverse communities, in particular, First Nations Communities. In addition, the ethical aspects of incorporating L'nuwin Pisun (Mi'kmaq Medicines) into any health plans of First Nations and ethical knowledge sharing/interaction between First Nations and Pharmacists.
 - Cost: \$50 giftcard draw
 - Support from CAPSI National: n/a
- EBM Competition
 - Date: March 20th, 2022
 - Location: virtual
 - Description: There was one team that signed up to compete in the evidence-based medicine competition. This was run virtually over Teams and the answers were judged by the local CAPSI council. The participating team was awarded the prize money.
 - Cost: \$50 per person for the winning team
 - Support from CAPSI National: n/a

Ongoing Tasks

- PANS Talk
 - Date: March 29th, 2022
 - Location: virtual
 - Description: The CEO of PANS will discuss pharmacy in Nova Scotia and what they do to improve the practice of pharmacy in the province.
 - Cost: \$50
 - Support from CAPSI National: n/a
- Back to the Future Presentation
 - Date: March 29th, 2022
 - Location: virtual
 - Description: Jean-François Bussièrès is the Chief pharmacist at CHU Sainte-Justine and a Clinical Professor at the Faculty of Pharmacy at the Université de Montréal. Based on his very popular talk at PDW 2020, students will look back on several milestones in the history of pharmacy and will be invited to reflect on the opportunities and threats that await them in the years to come.
 - Cost: \$50 gift card draw + \$30 thank you gift for speaker
 - Support from CAPSI National: n/a

Upcoming Events:

- Transition
 - Date: May 2022
 - Location: virtual
 - Description: The current Sr and Jr will be aiding the transition of the new representatives over the next few weeks. Elections will be taking place virtually this year.
 - Cost: \$0
 - Support Needed from CAPSI National: n/a

Memorial University of Newfoundland (C. Coles/M, King)

Position Update:

Completed Tasks

- RxVigilance Presentation
 - Date: March 1, 2022
 - Location: online
 - Description: RxVigilance presentation for MUN pharmacy students
- PAM Attire Kick Off Contest
 - Date: March 1, 2022
 - Location: In school
 - Description: Social Media contest where students posted a picture in school merchandise using the hashtag #munpam2022 to be entered for a prize.
- Advancement in Pharmacy Practice Jeopardy
 - Date: March 2, 2022
 - Location: Lecture Theatre I, MUN School of Pharmacy
 - Description: Jeopardy game on pharmacy practice.
- Community Pharmacy Takeover:
 - Date: March 3, 2022
 - Location: Facebook and Instagram

- Description: Our PANL president, Janice Audeau did a takeover about her current APPE rotation as a community pharmacist, pharmacy owner and PharmD student.
- CSHP Symposia
 - Date: March 4, 2022
 - Location: online
 - Description: Promoted this event our CSHP representatives helped organize with Newfoundland and Labrador Hospital Pharmacists.
- IPSF Blood Drive
 - Date: March 5
 - Location: Canadian Blood Services Building, St. John's, NL
- Vaping Cessation Presentation
 - Date: March 7, 2022
 - Location: Lecture Theatre A
 - Description: Vaping presentation for pharmacy student presented by Dr. Leslie Phillips.
- International Women's Day Campaign
 - Date: March 8, 2022
 - Location: online
 - Description: Video of women pharmacy leaders giving inspirational messages.
- BeSpoke Fundraiser for the Gathering Place
 - Date: March 11, 2022
 - Location: BeSpoke Studio, St. John's, NL
 - Description: Cycling fundraiser for a local charity
- Farmer's Market Outreach
 - Date: March 12, 2022
 - Location: St. John's Farmer's Market
 - Description: Information booth on pharmacist scop of practice and PAM.
- Virtual Yoga Event
 - Date: March 16, 2022
 - Location: online
 - Description: Online yoga event with instructor from Modo Yoga.
- Autism Society Presentation
 - Date: March 17, 2022
 - Location: Lecture Theatre A
 - Description: Presentation by Autism Society NL on inclusiveness
- What a pharmacist does video
 - Date: March 18, 2022
 - Location: online
 - Description: Video on prescription filling process and the role of the pharmacist.
- Public Pill Drop
 - Date: March 19, 2022
 - Location: Medication Therapy Services Clinic, St. John's, NL
 - Description: We had volunteers outside the building collecting unneeded/ expired medications in medications disposal buckets in a curbside manner. The volunteers outside brought collected medications indoors where other volunteers counted and identified what types of medications were collected. 4,305 pills were

collected plus other medication devices. A local pharmacy owner helped coordinate safe and proper disposal of collected medications.

Ongoing Tasks

- Weekly Social Media Contests:
 - Date: posted on Mondays
 - Location: online
 - Description: various social media contests to win prizes
- Weekly OSCE quizzes:
 - Date: posted on Tuesdays
 - Location: online
 - Description: screening OSCEs for students to complete via google forms
- School Presentation:
 - Date: various dates
 - Location: online
 - Description: Presentations for grade school students
- Misconception Mondays
 - Date: Mondays
 - Location: online
 - Description: Busting various pharmacy myths
- Wellness Wednesday Events:
 - Date: Wednesdays
 - Location: online
 - Description: different wellness activities such as yoga, a craft night and resources.
- STEM Presentations for Girl Guides
 - Date: various dates
 - Location: online
 - Description: Educational science videos for girl guides
- Sticker Sales
 - Date: throughout March
 - Location: online and in school
 - Description: selling “My pharmacist wears a white coat” stickers for the Tommy Sexton Centre for HIV and AIDS in St. John’s NL.
- Fact Fridays
 - Date: Fridays
 - Location: online
 - Description: informational videos and posts
- Newfoundland and Labrador’s Next Top Pharmacist
 - Date: Fridays
 - Location: online
 - Description: competition for a representative from each pharmacy class and a wildcard, excluding the graduating class to compete to be NL’s “Next Top Pharmacist”
- Appreciation Posts
 - Date: Sundays
 - Location: online
 - Description: student, pharmacy team and research appreciation posts

Upcoming Events

- Wellness Wednesday Craft Event
 - Date: March 23, 2022
 - Location: online
 - Description: paint night
- GSK Consumer Health Presentation
 - Date: March 24, 2022
 - Location: Lecture Theatre A, MUN School of Pharmacy
 - Description: OTC presentation
- Deprescribing Presentation
 - Date: March 25, 2022
 - Location: online
 - Description: presentation on deprescribing for nurses at St. Luke's retirement home
- Hypertension Clinic
 - Date: March 26, 2022
 - Location: Kenmount Bingo, St. John's NL
 - Description: Clinic where bingo players can get their blood pressure checked.
- HIV Trivia
 - Date: March 28, 2022
 - Location: Lecture Theatre I, MUN School of Pharmacy
 - Description: trivia night on HIV
- HIV PANEL
 - Date: March 31, 2022
 - Location: online
 - Description: HIV panel with pharmacists and a social worker working in HIV for MUN pharmacy and social work students as well as Dalhousie pharmacy students.
- MUN CAPSI Elections as part of our MUPS (MUN Pharmacy Society) elections:
 - Date: Beginning of April. Date to be confirmed with MUPS president.
 - Location: Online (paragraphs for candidates are posted in our Faculty Facebook group and voting is completed through Google Forms)
 - Description: Elections for out next CAPSI Jr., Finance Officer, Career Fair Recruitment Officer, Social Media Representative and CAPSIL Editor

Executive Council Updates

President (W. Boudreau)

Position Update:

Completed Tasks:

- Finalization of contracts and sponsors payment (2 last ones on their way by mail)
- Organization of meeting for second round of elections
- Revision of sponsorship package and potential sponsors for PDWPC2023
- Meeting with CPhA for Members-Only Portal, Billing Rx Genie, BelAir, Danielle CPhA, CSHP Liaison
- Preparation of Award Ceremony
- Revision of contract Trudell
- Standardization of Sponsors advertisements in CAPSIL

- Translation of AGM slides/Bridging the gaps ppt
- Check-in with council members
- Preparation and organization of the EBP Competition
- Cancellation of COCEP booth
- Review of IPSF documents for structure and elections
- Elections results and feedback
- Follow up and signature for Bylaw

Ongoing/Upcoming Tasks

- IPSF WC 2024 committee - Meeting #1 (with elected members)
 - Date: TBD
 - Location: Zoom
- CFP - Contracts and Partnerships for next year
 - Date: TBD
 - Location: Zoon
- Follow-up on PDW2023 (Communications with PDWPC2023 Co-chairs)
 - Date: TBD
 - Location: Zoom
- CPhA Conference and CAPSI First Council Meeting of 2022-2023
 - Date: June 8-12th
 - Location: Ottawa

President-Elect (C. Vaccaro)

Position Update:

Completed Tasks

- Student Wellness Committee:
 - Finalized and released CAPSI's Student Wellness Survey
 - Met with Danielle from CPhA discussion student wellness and future collaboration ideas
 - Finalized last Student Recognition Features
- Constitutional Review Committee:
 - Finalized Bylaw revisions and filed changed with lawyers
 - Completed the last OM modifications for this year
- Various tasks:
 - Answered emails and attended meetings including: CPhA, Rx Billing Genie, LCL, UofT,
 - PharmaChoice
 - Membership portal discussions
 - Attended Awards Ceremony, PAM Social Night, PAM Committee, CPhA PAM working
 - group meetings
 - Interviewed for UManitoba's Apothecary

Ongoing/Upcoming Tasks

- Analyze Student Wellness Survey over Summer
- Meet with Vigilance Sante regarding contract renewal end of March/early April
- Transition meeting with incoming VP Communications, Minahil and William
- Membership portal development over the summer with Webmaster
- Begin transition with Will (April 26)

Past-President (M. Patrick)

Position Update:

- Not applicable

Executive Secretary (M. Hopkins)

Position Update:

Completed Tasks:

- January TC meeting minutes
- Coordinated first round of elections (collecting candidates information, answering questions, coordinating voting, training scrutineer etc.)
- By-Elections (advertisement, collecting applications, answering questions, meeting minutes, coordinating voting, etc.)
- By-By-Elections (advertisement, collecting applications, answering questions)
- Monitoring anonymous feedback form
- Update Membership Drive
- Review formatting of OM changes
- Planning/preparing AGM
- Membership benefits survey
- Kahoot for Awards Ceremony
- Meeting agenda for April meeting
- Sticker sale collaboration with AllBetterStudios (student from USask)
- Membership benefits survey
- Sought feedback from 2022/2023 election process
- Finalize election process for 2023/2024

Ongoing/Upcoming Tasks

- By-By-By-Elections Coordinations and Advertisements
- Transition with Steven

Finance Officer (T. Dhadial)

Position Update:

Completed Tasks:

- Reimbursed all local as well as national competition and award winners
- Received and processed sponsor payments
- Made IPSF Payment through wire transfer and resolved the related issues
- Provided reimbursements to members for council related activities: SEP, subcommittees' contest gift cards, conference related activities, PAM, etc.
- Supported other execs in their budgetary planning
- Submitted monthly invoices to the accountant
- Uploaded CAPSI's financial documents onto the Google Drive
- Processed reimbursements for canceled in-person January meeting
- Made payments for CAPSI's expenses:
 - Lawyer fees
 - Accountant fees
 - GST Installments

Ongoing/Upcoming Tasks

- Currently processing membership invoice payments. Finalized the new process and timeline with the Secretary
- Updating the CAPSI budget excel document

- Submitting monthly invoices to the accountant
- Providing reimbursements to the members for council related expenses

Outgoing Finance Officer (G. Sicotte-Mendoza)

- Not applicable

VP Communications (M. Rafiq)

Position Update:

Completed Tasks:

- Contracts Finished
 - Medisca: contract has been signed and does not expire.
 - PharmaChoice: contract has been signed and will expire September 2024. We have also received \$13,000 in prize money for the Advice for Life competition.
 - CPhA: contract has been made, signed and will expire this coming September. Have received \$4,760 for the SLC and the Award of Professionalism.
 - Belair: contract has been made, signed and will expire in March 2025. We have received \$2,565.11 from that (sponsorship money + administration fee).
 - RxFiles: contract has been made, signed and will expire in July 2023. Waiting for \$500 in sponsorship money to be sent.
 - CU Ads: Letter for sales have been made

Ongoing/Upcoming Tasks

- CFP: awaiting on contract to be signed by Dayle (should receive it before meeting). Contract has been modified to reflect this year's activity only and will be changed next year.
- CPhA: have to modify the contract for next year (line 2 and 3 regarding benefits)/ make a note on transition document for next VPcomm to amend this.
- Belair: there is an interest in implementing a new competition – plan to touch base about this.
- CU Advertisement: Notebooks for Fall 2022
- MediMap: a new partnership potentially

Outgoing- VP Communications (S. Vos)

Position Update:

- Not applicable

VP Education (H. Saunders)

Position Update:

Completed Tasks

- Awards Night
 - Date: Feb 2
 - Location: ZOOM
 - Description: This event was to honour all award winners for this past year. We had a great turnout and great feedback from sponsors
 - Cost: NA
 - Support Needed from CAPSI National: None
- MOCK OSCE organization
 - Date: Ongoing
 - Location: Google drive

- Description: The Mock OSCE committee has been working to update old mock OSCE cases. We have a number completed and they are available on the VP Ed drive for future years.
- Cost: NA
- Support Needed from CAPSI National: None
- All competitions announced/completed
 - Date: Winter term
 - Location: Online
 - Description: All competition winners have been announced and all competitions are complete. All winners received a signed CAPSI certificate.
 - Cost: NA
 - Support Needed from CAPSI National: None

Ongoing/Upcoming Tasks

- Future of Pharmacy Spring
 - Date: TBD
 - Location: NA
 - Description: I will be sending out info asking for a call for nominations for the spring FoP. The selection and announcement will be completed by Nawal after we transition.
 - Cost: NA Support Needed from CAPSI National: Send out call for nominations when I send the link

VP Professional Affairs (M. Fyith)

Position Update:

Completed Tasks:

- Human trafficking a healthcare providers role
 - Date: Mar 21, 2022 at 4:00pm MST
 - Location: Zoom
 - Description: This is an interprofessional event for healthcare students across Canada to learn about human trafficking and how to spot it in our patient population. The session will include clinical signs of human trafficking and an easy to follow algorithm that takes clinician through the steps needed to take safe and effective action. Participants will receive a certificate of completion and a resource package with more information on province specific resources.
 - Cost: free (potentially giving an honorarium to the speaker)
 - Support Needed from CAPSI National: Advertising
- Pharmacy and Business article
 - Date: March
 - Location: online
 - Description: Answered questions about CAPSI and the events that we are doing nationally in celebration of PAM for their PAM article.
 - Cost: free
 - Support needed from CAPSI National: none at this time
- Toronto Star/healthinsight article
 - Date: submitted on Mar 16, 2022 pending release
 - Location: online
 - Description: Attended meetings with the editor of Toronto star to discuss content and prices. Wrote an article on the changes in pharmacy education in relation to

our expanded scope of practice. I also wrote about what CAPSI is and how it contributes to the education/experience of pharmacy students.

- Cost: 625\$
- Support needed from CAPSI National: reading and sharing the article when it's released

Ongoing/Upcoming Tasks

- Advocacy Handbook Writing
 - Date: ongoing
 - Location: online
 - Description: This is an ongoing project that will go into the summer. A professional advocacy handbook for pharmacists and pharmacy students.
 - Cost: free
 - Support Needed from CAPSI National: none at this time
- Advocacy 101 with CPhA
 - Date: undecided (likely after final exams as the final meeting)
 - Location: zoom
 - Description: CPhA is willing to create a presentation on advocacy in pharmacy for the advocacy committee and answer questions.
 - Cost: free
 - Support Needed from CAPSI National: Attendance if interested
- CAPSIL article on human trafficking and the pharmacists role
 - Date: pending
 - Location: online
 - Description: Potentially going to write an article on human trafficking and the pharmacists role.

Webmaster (A. Nong)

Position Update:

Completed Tasks

- January Health Initiative
 - Date: Jan 29-30, 2022
 - Location: CAPSI IG
 - Description: Topic: COVID Pediatric Vaccinations/ Booster shot
 - Cost: \$10 gift card for quiz draw winner
 - Support Needed from CAPSI National: none
- February Health Initiative
 - Date: Feb 26-27, 2022
 - Location: CAPSI IG
 - Description: Topic: Assessing dermatologic conditions in skin of colour
 - Cost: \$10 gift card for quiz draw winner
 - Support Needed from CAPSI National: none
- March Health Initiative
 - Date: March 30, 2022
 - Location: CAPSI IG
 - Description: Topic: Toxicology
 - Cost: \$10 gift card for quiz draw winner
 - Support Needed from CAPSI National: none
- Meeting with Christine from CPHA RE: Members-Only Portal

- Date: March 30, 2022
- Location: Microsoft Teams
- Description: Discussing member's portal updates and potential plug-in
- Cost: none
- Support Needed from CAPSI National: none

Ongoing/Upcoming Tasks

- Members-Only Portal Transition
 - Date: Ongoing
 - Location: capsil.ca
 - Description: Evaluating plug ins for cost-effectiveness, usability, and data safety to pick the best option for CAPSI's members-only portal. Begin brainstorming page layout ideas to maximize accessibility.
 - Cost: undecided, varies based on plug in chosen.
 - Support Needed from CAPSI National: Opinion on plug in investment based on the presented option.
- Transition document update and transition
 - Date: Early April
 - Location: Online
 - Description: Transition with incoming webmaster
 - Cost: none
 - Support Needed from CAPSI National: none

CAPSIL Editor (W. Tran)

Position Update:

Completed Tasks

- Winter CAPSIL
 - Date: February 2022
 - Location: N/A
 - Description: I emailed the sponsors to inform them of their ad space in the CAPSIL, designed the cover page of the Winter CAPSIL, contacted the translation committee to get help to translate the articles from English to French, worked on the layout of the issue and published it on Issuu and on CAPSI's website. Also worked on a infographic to promote some articles of the Winter CAPSIL in order to increase readership.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- Health Promotion Project (Website Committee)
 - Date: January 2022, March 2022
 - Location: N/A
 - Description: I designed the infographic for the January Health Promotion Project and worked on the content/translation of the March Health Promotion Project.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- PAM Merch (PAM National Committee)
 - Date: February 2022
 - Location: N/A
 - Description: I contributed to the design of PAM Merch (tote bag and beanie) in collaboration with Angel Nong, Michelle Chung and Theodora Udounwa.

- Cost: N/A
- Support Needed from CAPSI National: N/A

Ongoing/Upcoming Tasks

- Spring CAPSIL
 - Date: March 2022
 - Location: N/A
 - Description: I published the call for submissions for Spring CAPSIL and updated the CAPSI Sponsorship Follow-up Google Sheets.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- Translation Committee
 - Date: Ongoing
 - Location: N/A
 - Description: Making sure all the translation requests are done within the established deadline.
 - Cost: N/A
 - Support Needed from CAPSI National: N/A
- Spring CAPSIL
 - Date: Will be published in May 2022
 - Location: N/A
 - Description: Email the sponsors to inform them of their ad space in the CAPSIL. Contact pharmacists for interviews to be featured in the Spring CAPSIL. Design the cover page of the Spring CAPSIL. Contact the translation committee to help translate all the articles in the Spring CAPSIL. Publish Spring CAPSIL on Issuu and on CAPSI's website. Create infographics to promote the Spring CAPSIL (countdown + preview of the articles)
 - Cost: N/A
 - Support Needed from CAPSI National: N/A

IPSF Liaison (R. Huang)

Position Update:

Completed Tasks

- Anti-Counterfeit Drug Collaboration with FEBRAF, Brazil
 - Date: Dec 2021/Jan 2022
 - Location: Instagram/Facebook
 - Description: This was a social media campaign with three aspects: video campaign, banner campaign, and picture campaign to highlight information about counterfeit drugs in different countries. Along with CAPSI and FEBRAF, other countries included were APEFyB, Peru, OEQF, Guatemala and IPG-SF, India.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- IPSF Locals Winter Meeting
 - Date: January 27, 2022
 - Location: Zoom
 - Description: Jenna and I held a meeting with all IPSF Locals to share information about the second half of the mandate and to give Locals an opportunity to share their upcoming events with each other and ask questions. A feedback form was also provided to give Locals an opportunity to voice any concerns.
 - Cost: \$0

- Support Needed from CAPSI National: None
- First Global CP Meeting and CP Coaching Session
 - Date: January 29 and 30, 2022
 - Location: Zoom
 - Description: I attended a meeting with other CPs and the IPSF Chairperson of Internal Relations to review requirements for the mandate and learn skills that would help in my position.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- The Opioid Crisis: Perspectives from 3 Countries Panel with APEFyB, Peru and APhA-ASP, USA
 - Date: February 19, 2022
 - Location: Zoom
 - Description: I collaborated with the other two associations in this webinar where a speaker from each country would answer questions about statistics related to opioids and what the government and pharmacists were doing to combat the opioid crisis in each country
 - Cost: \$0
 - Support Needed from CAPSI National: None
- Opioid Awareness Social Media Campaign with APEFyB, Peru
 - Date: February 15, 22, and March 1, 2022
 - Location: Facebook/Instagram
 - Description: We created and shared infographics about the statistics in both countries, the signs of an opioid overdose, and what to do in this situation. The infographics were published in English, French, and Spanish.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- PARO Newsletter #9 Submissions
 - Date: February 2022
 - Location: N/A
 - Description: I wrote articles about Vampire Cup blood drives and the Covid-19 vaccination efforts of Canadian pharmacy students to be showcased to other PARO associations
 - Cost: \$0
 - Support Needed from CAPSI National: None
- NAME OF EVENT/Task: International Women's Day Quote Competition with ASEPA, Algeria
 - Date: March 2022
 - Location: N/A
 - Description: I collaborated with ASEPA on a competition where participants could celebrate IWD through creating original quotes that celebrated women.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- IPSF IWD Initiatives
 - Date: March 2022
 - Location: N/A

- Description: I participated in IPSF EMRO's Break the Bias photo campaign and created a video about the importance of women in pharmacy for IPSF PARO.
- Cost: \$0
- Support Needed from CAPSI National: None
- IPSF Locals Spring Meeting
 - Date: March 21, 2022
 - Location: Zoom
 - Description: Jenna and I hosted a final meeting with all IPSF Locals to clue up the mandate and provide reminders about activities that occurred over the summer.
 - Cost: \$0
 - Support Needed from CAPSI National: None

Ongoing/Upcoming Tasks

- World Congress 2024 Elections
 - Date: Ongoing
 - Location: N/A
 - Description: Assisting in the creation of the World Congress 2024 Reception Committee and providing advice for CAPSI's bid in the summer.
 - Cost: \$0
 - Support Needed from CAPSI National: Promotion via Locals
- Promotion of IPSF Events
 - Date: Ongoing
 - Location: Email/Facebook
 - Description: Disseminating information about IPSF events to Canadian pharmacy students via IPSF Locals (i.e. World Health Assembly, IPSF webinars and competitions)
 - Cost: \$0
 - Support Needed from CAPSI National: None
- Submission of Activity Reports and PARO Spotlights and Responding to Other Activity Reports
 - Date: Ongoing
 - Location: CP Forum and PARO Google Form
 - Description: Activity Reports and PARO Spotlights highlight the events that CAPSI is doing to other IPSF MOs. Since the previous update, 4 Activity Reports and 4 PARO Spotlights have been submitted and questions from other MOs answered. I have also inquired about 33 Activity Reports.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- How the World Lived Through the Pandemic Webinar with SUPA, Australia
 - Date: April 13, 2022
 - Location: Zoom
 - Description: This webinar will allow pharmacists from different countries to share their perspective of the Covid-19 pandemic as well as their day-to-day practice. My role was to invite a Canadian pharmacist to speak at the webinar and extend the invitation of attendance to Canadian pharmacy students.
 - Cost: \$0
 - Support Needed from CAPSI National: None
- Regional and General Assembly

- Date: Summer 2022
- Location: Santiago, Chile, and Egypt
- Description: Along with the incoming IPSF Liaison, will be coordinating Official Delegates to attend IPSF's highest decision-making events.
- Cost: Unknown
- Support Needed from CAPSI National: Unknown

Student Exchange Officer (J. Melanson)

Position Update:

Completed Tasks

- IPSF local meetings: (January and March 2022):
 - Co-hosted 2 meetings with IPSF liaison for the local IPSF officers.
- Virtual SEP with ANEPF France (Feb 23, 2022):
 - Organized and hosted virtual SEP program in French for Canadian and France students. Discussed how to become licensed in each country and e-health.
- IPSF meetings (January and March 2022):
 - Attended two SEO meetings with IPSF chairperson of student exchange. Attended IPSF meeting regarding World Congress 2022.
- SEP subcommittee meeting (January 2022):
 - Hosted student exchange selection subcommittee. Selected all outgoing CAPSI students for SEP 2022.
- Waiver of liability Annex (March 2022):
 - Updated SEP waiver or liability and created CAPSI annex to reflect COVID-19 travel restrictions, liability and vaccination requirements.
- Student Exchange Program (January-March 2022):
 - Confirmed 6 incoming and 8 outgoing student exchanges for International students and CAPSI members, respectively.
- SEC monthly updates (January-March 2022):
 - Submitted monthly updates to chairperson of student exchange regarding roles and interactions as the CAPSI student exchange officer.

Ongoing/Upcoming Tasks

- Incoming SEP students (March/April 2022):
 - Confirm remaining incoming SEP students. Contact all local IPSF representatives in order to coordinate transportation, visits and accommodations for students.
- Outgoing SEP students (March/April 2022):
 - Confirm remaining outgoing SEP students. Continue to contact preferred associations.

Outgoing Student Exchange Officer (M. Kieley)

Position Update:

- Not applicable

CSHP Liaison (A. Krupski)

Position Update:

- Not turned in