



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

January 2023 PDW Meetings

CAPSI National Council Meetings

Wednesday, January 4, 2023

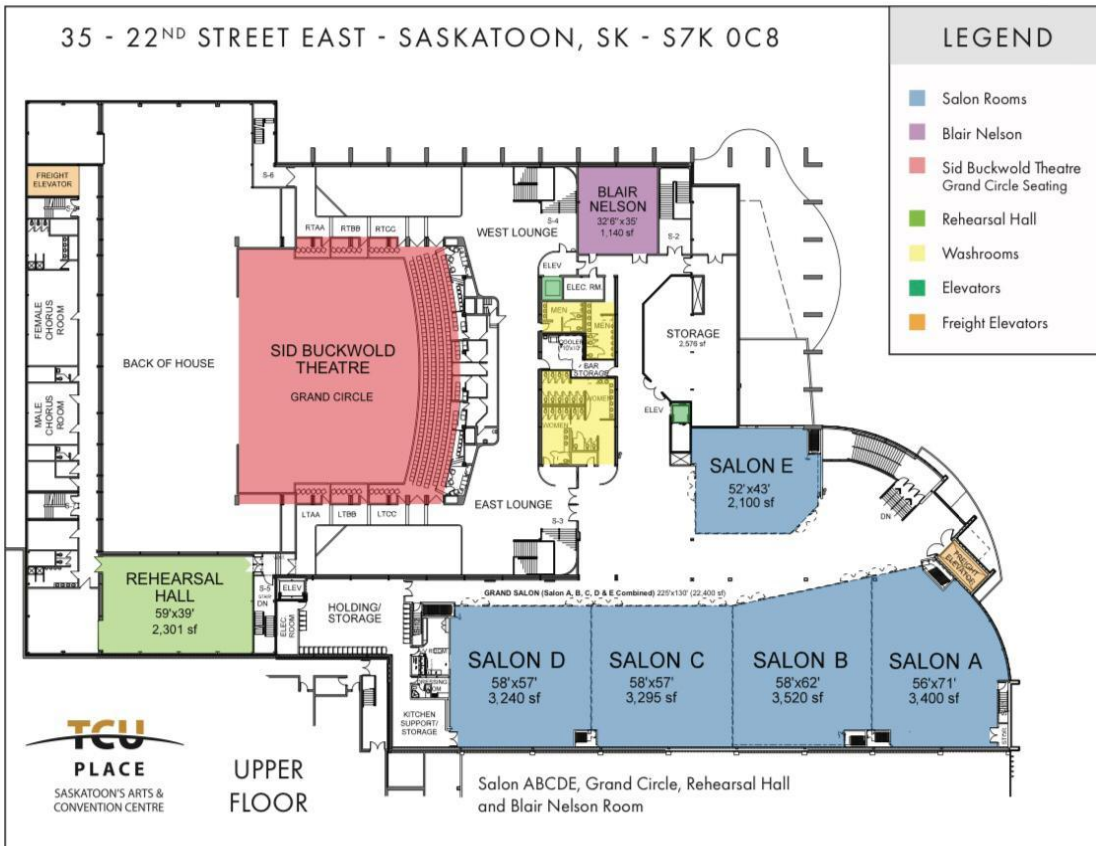
9:00 AM - 4 PM CST

Belair Nelson (purple square on map)

Join Zoom Meeting (for those attending virtually)

<https://us06web.zoom.us/j/6386786692>

Meeting ID: 638 678 6692



CAPSI schedule for PDW

- 1. Call to Order** **C. Vaccaro**
C. Vaccaro called the meeting to order at 9:37 AM CST
- 2. Land Acknowledgement (2 min)** **C. Vaccaro**
- 3. Attendance (5 min)** **S. Huynh**

Name	Position	Attendance
Christine Vaccaro	President	Present
Madison Wong	President-Elect	Present
William Boudreau	Past-President	Present
Steven Huynh	Executive Secretary	Present

Kevin Huynh	Finance Officer	Present
Marianna Pozdirca	VP Communications	Present
Nawal Fatima	VP Education	Present
Lynn D'Souza	VP Professional Affairs	Present
Farah Hadji	Student Exchange Officer	Present
Nicole Bakowski	IPSF Liaison	Present
Jonathan Chan	Webmaster	Absent
Al-Amin Ahamed	CAPSIL Editor	Present
Abby Krupski	CSHP Student Liaison	Present
Mark Seo	UBC Junior Representative	Absent
Aneet Grewal	UBC Senior Representative	Absent
Zachary Yopek-Stabel	Alberta Junior Representative	Present
Jasmine Ly	Alberta Senior Representative	Present
Meagan Wenzel	Saskatchewan Junior Representative	Present
Emma Fedusiak	Saskatchewan Senior Representative	Present
Kezra Gerbrandt	Manitoba Junior Representative	Present
Sandra Choi	Manitoba Senior Representative	Present
Stephanie Lo	Waterloo Junior Representative	Present
Camille Huo	Waterloo Senior Representative	Present
Ayman Lakhani	Toronto Junior Representative	Present
Theodora Udounwa	Toronto Senior Representative	Present
Florence Bédard Perrault	Montreal Junior Representative	Present
Panteha Borzooyan	Montreal Senior Representative	Present
Joe Kamal	Laval Junior Representative	Present

Hassan Lyoubi	Laval Senior Representative	Present
Baraa Darwich	Dalhousie Junior Representative	Absent
Nolan Barkhouse	Dalhousie Senior Representative	Present (came later)
Wooje Choi	MUN Junior Representative	Present
Melanie King	MUN Senior Representative	Present

4. Acceptance of Previous Minutes (1 min)

C. Vaccaro

[November 2022 Meeting Agenda](#)

BIRT CAPSI National accepts the minutes from the full council meeting on November 13, 2022.

C. Vaccaro / ____.

Motion carried.

5. School Reports

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

VP Communications

See Annex

VP Professional Affairs

See Annex

VP Education

See Annex

Finance Officer

See Annex

Executive Secretary

See Annex

CAPSIL Editor

See Annex

IPSF Liaison

See Annex

Student Exchange Officer

See Annex

Webmaster

See Annex

7. Three Stars of CAPSI

C. Vaccaro

7.1. Farah!!

7.2. Nicole!!

7.3. Theodora and Ayman!!

8. World Congress 2024 Update (10 min)

A. Le

Background: *zooming in from Europe, time may change*

A.Le:

- VP Expo, Conference Coordinator and Coordinator for Educational Speakers
- Sponsor package completed
- Waiting for confirmation of non-profit coming this week
- Call with committees to assign tasks soon
- Wanting to move people to sponsorship side since that is the main task at the moment

- Need certain # of sponsorships to sign w/ hotel, want to sign asap
- Not safe to sign if it's going to cost so much if we don't have sponsorships / budget to back it up

C. Vaccaro:

- Send contract to Christine before signing w/ hotels

9. AFPC Update (5 min)

C. Vaccaro, M. Wong

Background: a review of our JOM with AFPC and AFPC conference this spring.

C. Vaccaro: conference occurring at Fort Gary Hotel in Winnipeg.

M. Wong: conference is occurring on June 13-16, 2023. Wants student focused topic, they are looking for student input for topics.

W. Boudreau: last year's meeting focused on student leadership. Want to see how we can include more people into student leadership initiatives.

10. Finance report (20 min)

K. Huynh

Background: Including UofT finance update - Student society FO plans to mail 2019-2020 fees (\$13,462.50) today (Jan. 4, 2023)

Link: [📄 Mid-Year Financial Report - January 2023](#)

C. Vaccaro: was \$4,000 enough to make it practical for reps to go present bids? (aepum will give 3000\$)

K. Huynh: since it's mandatory for CAPSI reps to be present, want to prioritize making sure it's not a financial burden for IPSF / SEP people to present at these events.

C. Vaccaro: are we going to continue online transactions for membership fees? Used to have to bring cheques to conferences to do it in-person.

K. Huynh: most likely keeping it online.

W. Choi: can we re-invest our GIC?

K. Huynh: GIC matures in May 2023. Will look into re-investing at higher interest rate.

11. Membership report (5-10 min)

S. Huynh

Background: numbers going up the past two years recovering from pandemic!! Will be giving Kevin final numbers for invoicing after Waterloo finishes their incoming class.

School	Members
UBC	132

UofA	472
USask	111
UofM	191
UW	294
UofT	956
UdeM	799
Laval	674
Dal	295
MUN	131
Non-students	2
Total	4057

12. PDWPC 2024 update (10 mins)

A. Matsumura/L. Wadie (virtual)

Background: We look forward to hosting PDW 2024 in Toronto. Our 1 year pre-conference update can be found here:

<https://docs.google.com/presentation/d/10b7Xs9NVm51NHgBaFxKaKziftiY-GdmzrfOuVwIH2ik/edit?usp=sharing>

C. Vaccaro: minor ailment scopes occur in most provinces already so ensure to branch out educational topics beyond these. Need to re-evaluate cost later down the line if food is \$360 and hotels is \$195, may be overpriced compared to previous PDWs. \$450 may be our soft upper cap. Maybe reduce to 1 gala, one hot breakfast and a few cold etc, look at cost savings.

M. King: is breakfast overrated?!

W. Boudreau: comments from Montreal's PDW - continental breakfast 3 days in a row is too heavy. Have few breakfasts that aren't hot will save us money. Do we know how many delegates?

L. Wadie/A. Matsumura: about 650 delegates.

W. Boudreau: are we including alcohol in our menus? Ensure to plan a lot more for food and beverage budget because it'll be the main expense. May have unexpected increases in price for food & beverage. Delegates were bringing own alcohol in their rooms. Don't plan for alcohol, maybe only if you have extra money at the end.

T. Udounwa: if we tell delegates to bring their own alcohol, we'd be liable.

W. Boudreau: In Montreal, we weren't allowed to bring our own alcohol outside of what the hotel is providing. We could buy our own alcohol and get the hotel to distribute it (administrative loophole).

C. Vaccaro: on the last few days, we order enough champagne for PDWPC, CAPSI National (for about 60 people).

W. Boudreau: Go on Air Canada website for flights. Used to give discounts (~10% off on flights, need to ask for a code). They were doing this free pre-pandemic. May be able to attract more students with the flight discount. Kudos for having such a structured PowerPoint!!

M. Pozdirca: when you have an idea of how much sponsorship funding you'll need, let Marianna (VP Comms) know what the goal is. Run things by her regarding sponsorship!

W. Boudreau: lots of students won't need to take a flight so we may be able to attract lot more delegates.

C. Vaccaro: through CPhA, we get discounts on trains, can utilize that for delegates that need. Probably have a couple French speakers for talks. Having two screens costs ~\$10,000. Would be great for Toronto to have two screens (one English, one French), negotiate it early to avoid hidden costs.

F. Bedard-Perrault: if you need help finding French speakers, Florence can help!

C. Vaccaro: organizations like CPhA can also help find speakers! Expensive keynote finders is a scam, just ask CPhA.

13. CPhA Lunch and Learns (10 mins)

C. Vaccaro

Background: CPhA would like to host lunch and learn at each pharmacy school in winter semester. They will provide \$500 for lunch and a speaker (either in person or virtual) 1x a school year. More details will be provided at the meeting.

School	<ul style="list-style-type: none">● Best timing (month)● What kind of info they'd find helpful● # of students they'd expect to attend (in past aimed at 1st years, but perhaps broader this year since we haven't done them at all schools in awhile?)● Do they have similar presentations from/partnerships with their provincial association?<ul style="list-style-type: none">○ Would they prefer a joint present with OPA or CPhA alone?
UBC	<ul style="list-style-type: none">- PAM (March 2023)- Future career options after graduating, more so in the unfamiliar fields like ambulatory clinics, renal care centers, etc.- 20-30 students (possibly more if virtual over zoom)- CSHP (Canadian Society of Hospital Pharmacists) and other clubs within UBC hosts info sessions about careers, but they are specific towards

	<p>hospital or community. We would definitely benefit from learning about career opportunities outside of these two settings.</p>
UofA	<ul style="list-style-type: none"> - March - during PAM - Tips on what to ask when searching for a career, soft skills to improve your pharmacy practice, how to utilize APA to its fullest potential - 30-40 people but can push for more - RxA and ACP often do lunch and learns during PAM as well but their topics often vary from year to year
USask	<ul style="list-style-type: none"> - Maybe end of March/start of April (end of semester but before exams) - How to utilize CPHA/PAS, tips for job searching - Most lunch and learns we have had attendance of around 30ish people, but could push for more - Have done lunch and learns with scotiabank and GSK but could maybe look into joint ones?
UofM	<ul style="list-style-type: none"> ● March- PAM ● CPS or student/intern involvement, rotation electives, summer employment ● # of students: Maybe 30 students ● Pharmacists Manitoba does Pam presentations but will do separately
UWaterloo	<p>March - During PAM</p> <ul style="list-style-type: none"> - Most people are really interested in Minor Ailment Prescribing (is it just the ailments or specific agents we can recommend?) - How to get involved with CPhA - as a student, new graduate - How to advocate for the profession on a local level - We have not had a lunch and learn on-site for a long time (prior to pandemic) it will be great to have CPhA restart this yearly tradition
UofT	<ul style="list-style-type: none"> - March - can schedule it for soon after the CPhA/OPA contribution to the PAM kickoff ceremony - How to get involved with the CPhA as a new grad or through rotations/internships, if any exist - ~70-100 students attended OPA's lunch and learn last Fall 2022 - Yes, we have similar presentations by OPA. It may be more efficient to have a joint presentation, but have both associations explain the distinct opportunities they offer and explain how they overlap.
Laval	<ul style="list-style-type: none"> - Probably early March since we won't be on rotation/during exams - Different fields available for pharmacist (commonly outside of retail pharmacy), Perks/advantages CphA has to offer to students/graduates. - Maybe up to 50. - No

	<ul style="list-style-type: none"> - Having a “combined” presentation would surely increase the attendances since our students usually come in great number (up to 100) when lunch is provided (would increase the budget so that we can cover as much lunches as possible)
UdeM	<ul style="list-style-type: none"> - March for PAM - Same as UofA - 30-40 students (it always depends on how many meals we can offer) - No
Dal	<ul style="list-style-type: none"> - Likely best during March (because of PAM) but also relatively flexible - Getting involved, employment opportunities, what CPhA has to offer for new grads and students, current initiatives for pharmacy practice - Maybe 20 students or so; quite variable at Dal how many people attend - We have had presentations with PANS representatives the last few years, could be beneficial to have separate presentations to clearly show the differences in the associations and their roles
MUN	<ul style="list-style-type: none"> - Had ours in September during CAPSI Awareness Week - They sponsored pizza

C. Vaccaro: want to increase student engagement, will provide \$500 if you want Lunch and Learns. Tell them “this is what we want to learn about” and they will find a person to Zoom or come in person. Trying to get their voice back with students since they changed their organization structure few years ago.

Z. Yopek-Stabel: when does it start?

C. Vaccaro: they want to do something with each school THIS TERM (Jan-Apr). Ideally at least one will be in the first term (Sept-Dec) in the future.

14. Mid-Year Sponsorship Update (15 min)

M. Pozdirca

M. King: lot of Shoppers uses RxVigilance here.

P. Borzoeyan: how does MedMe provide value to students.

C. Huo: not sure how they provide value to students since it’s mostly online booking systems etc.

P. Borzoeyan: lot of UdeM students want to use UpToDate, wondering if we can get a better discount for students?

W. Boudreau: doubt it’s going to be a greater student discount.

M. Pozdirca: meeting with UpToDate soon, will try to get into conversations. How many students are paying for RxVigilance out of pocket?

W. Boudreau: approximately 10 people based on membership #.

M. Pozdirca: Costco membership is unlikely. Want to have more of a sounding board for locals by using Membership & Communications Committee. Will try to run by agreements with members of the committees, it'll be useful for locals since a lot of these contracts include things like "you have to host a webinar" which involves locals so it'd be helpful to have their input before signing contracts.

N. Fatima: are we seeing uptick in usage of membership benefits now that we have our own Members-Only Portal?

C. Vaccaro: probably yes, Jonathan can give us numbers.

W. Boudreau: do all schools do CAPSI presentations at the beginning of the year and go through the website? Might be useful. Been a problem that people don't know where to look for member benefits. Might be nice to include a demo for the Members-Only Portal.

E. Fedusiak: doing a presentation to first years: they don't really care about membership benefits yet.

W. Boudreau: if you have pictures/events with our sponsors, William is doing an annual report and could use the pictures. Let him know by END OF DAY!

N. Bakowski: if Apotex expires this August, will they sponsor this year's Health Campaign?

M. Pozdirca: wanted to do bigger sponsorship but couldn't get anything done in time. Asked them for \$10,000. Need to restart discussions since they have a new representative.

F. Bedard Perrault: no bank sponsorships? For student loans and pharmacy owners buying a pharmacy.

M. Pozdirca: Don't want to steal PDW sponsors. Want to pivot failed PDW sponsors to CAPSI National sponsorships. Marianna will go around Health Fair asking for interest in PDW or CAPSI National sponsorships. Scotiabank is at the Health Fair. TD had a higher-up so no.

E. Fedusiak: banks are hounded for PDW sponsorships this year - hard to get.

M. Pozdirca: banks prefer to access schools directly without going through CAPSI National. Got sponsor for translation awards for the committee.

C. Vaccaro: we got Canva Pro for free since we're a non-profit. Locals can try to access this too. PharmaChoice will send regional director with each school around PAM time.

Key considerations for 2023:

- Four new sponsors (+ 3 new benefits) this year, three upgraded from lower partnership levels in previous years, no sponsors lost
- Nine contracts expiring in 2023, aiming to re-sign at current or higher partnership level
- Will need to adjust competitions/awards contracts for the addition of an 11th pharmacy school
- Terminated partnership with Magdex (careers tab on CAPSI website)
- PAM events to support current sponsorships

- Local involvement in National partnerships

Questions for schools:

- (1) Any membership benefits/gaps we'd like to see added for CAPSI members this year?
- (2) CU Ads has asked us to send them some potential directions for their 2023 Ad campaign (ads in CAPSIL rather than notebook ads, as we've canceled the notebooks moving forward). Any ideas for them?
- (3) In early Dec, I sent an email with some membership benefit/sponsor updates for the locals. Thoughts on this method of communication? As locals, what information do you want to have from VP Com and how frequently?

School	Membership benefits you'd like to see	Potential companies for CAPSIL ads	Best way to connect with locals RE: VP Com updates
UBC	Possibly more CAPSI merch (hoodies, t-shirts, etc.) - possibly give a t-shirt to newly joining members?		Email + social media
UofA	We would like more promotional materials regarding member benefits. I.e., more Instagram post regarding specific benefits that we can share with members	Neighbourly	Email is good with social media updates as well
USask	Maybe expand the printing benefit at staples so it includes more things and can order printing online (had a student ask about this), quizlet membership, food related discounts, more health benefits		I think email is good and maybe a write up in CAPSIL, + social media posts for locals to share
UofM	Health Benefits: Goodlife discounts		Email

	(previously had benefit)		
UWaterloo	Health benefits (ie. Goodlife membership), Printing benefits (ie. Poster discounts) Food discounts (UberEats/DoorDash) SPC (in Ontario, is this available Nationally?) Canva for Business!	Neighbourly, PharmAchieve, RxVigilance, MedMe	Email is good! Maybe some social media posts/graphics where we can easily repost (ie, tag the schools)
UofT	Agree with expanding Staples printing to more items (it did not apply to printing our compounding materials)	MedEssist PocketPills	Email
Laval	A lot of perks/resources for members usually don't apply/aren't of use for Quebec's students so taking a more indepth look into the ones available would be great (Canva would be great though) Brainscape, as it is very popular within students		Email
UdeM	Having a better deal for UptoDate(?) Canva We already have access to free RxVigilance, PEBC non applicable, maybe discounts on other services like food, coffee? Quizlet (a lot of students in UdeM use it) Sanford guide	Suggestion: Code Qc, GSK, finance advisor firms	Email to capsj Jr and Sr

Dal	Potentially extending the lifetime membership for Pyrls past the December 2022 deadline (had a few students wanting to try a trial before actually committing to lifetime)		I think this was a good way of communicating, agree with USask for CAPSIL and social media updates as well
MUN	Costco Membership? (Even a DC) Canva		Email

15. EBP Competition (2 mins)

N. Fatima

Background: So, the EBP (evidence-based practice) competition will be up and running this year. CSHP is taking more of a lead this time and they want to know each school's competition date. Please send this information to me by **Wed Feb 8th, 2023**. They also want this to be run in-person as opposed to virtually to maintain the integrity of the competition.

N. Fatima: really want us to hold it in-person.

T. Udounwa: do we have the case yet?

N. Fatima: we do not have the case yet.

W. Boudreau: let's make sure competition review committee looks at the case and rubric in depth.

N. Fatima: easier to have it in-person so we can monitor participants. So it's easier to make sure they don't talk to other people. You guys can decide who watches it.

16. Advocacy Update (10 mins)

L. D'Souza

Advocacy Endeavour	Status
Student Loan Forgiveness for Pharmacist Graduates Practicing in Rural/Remote Areas	<ul style="list-style-type: none"> Multiple meetings with CPhA, Members of Parliament (MPs), and CAPSI members from the MPs' respective constituencies CAPSI submitted a consultation to the Government of Canada on this matter in October 2022: CAPSI Student Loan Forgiveness Consultation
University of Saskatchewan Personal Days	<ul style="list-style-type: none"> Local representatives contacted CCAPP regarding hours requirement for rotations Preparing proposal for allowance of personal days during APPEs in new year

University of Toronto Fall Reading Week	<ul style="list-style-type: none"> Supported local representatives in connecting with medical school leaders (previously advocated for fall reading week in their faculty) Local representatives met with Faculty and having ongoing discussions regarding the same
NSCP Unstructured Hours	<ul style="list-style-type: none"> Supporting reps from Dalhousie University as they advocate for the reduction or elimination of unstructured hours for PharmD graduates (new) for licensure
MUN Pharmacy Counsellor	<ul style="list-style-type: none"> Local representatives surveyed classes regarding gaps/need for pharmacy- specific counselor on campus Scheduling meetings with administration NLPB student registration is \$100 per year (5 year program)
Bereavement Days	<ul style="list-style-type: none"> Planned for new year Surveying schools regarding how many days are allowed to be missed from rotations/practicum Plan to prepare proposal for national standard across schools for time allotted off for bereavement
National Report on Mental Health and Wellness Survey	<ul style="list-style-type: none"> Released report in October 2022: National Report: Student Mental Health & Wellness ... Linked school-specific recommendations to CAPSI President's Letter to Deans
Neighbourhood Pharmacy Association	<ul style="list-style-type: none"> Meeting with NPAC in the new year to discuss a pharmacy student column in the Gazette

C. Vaccaro will motion to recess until 13:45 CST.

C. Vaccaro/P. Borzooeyan

Motion carried.

C. Vaccaro called the meeting to order at 14:19 CST

17. PDWPC 2025 update (5 mins)

N. Barkhouse

Background: Had a brief discussion with the Dalhousie Dean, and PDW 2025 has been approved for 2025. Actions will take place moving forward to ensure a team is assembled and the beginnings of planning is initiated.

18. PDW Competition Prize Money (20 mins)

N. Fatima, C. Vaccaro

Background: In the past two years, competition winners received their full prize money. However, this year winners have to attend PDW to receive their prize. There are many students that were interested in attending PDW but still couldn't due to the high costs involved even after winning competitions. Please share any thoughts you have regarding prize money based on your experiences as well as any suggestions on how we can be equitable when it comes to who gets the opportunity to attend PDW.

N. Fatima: for people that win multiple competitions, why is the second prize \$50?

C. Vaccaro: don't want same person winning all competitions and come in with a lot of money.

E. Fedusiak: can we cap it at the registration fee?

S. Lo: school and local council covered part of the cost, may be financially feasible for most students at Waterloo, it seems like.

M. King: always going to be harder for certain schools to access it from year-to-year depending on location but will eventually get one closer/cheaper to you.

C. Huo: OTC/PIC/Compounding winners more likely to come to PDW because they compete nationally in person. The submission-based awards are less likely to have winners attend PDW.

C. Vaccaro: we bring sponsors in, don't want them to present awards to empty stage if we give people money directly in their bank.

E. Fedusiak: cost is always a concern, even for local Sask people this year.

T. Udounwa: why do Guy Genest winners not have to show up?

C. Vaccaro: it's just an award that doesn't have to do with PDW, like some competitions do.

T. Udounwa: UofT got a lump sum of money to give to delegates.

F. Bédard Perrault: in favour of competition winners having to go to PDW and not only do the competition because they want money. Get a lot of financial support from faculty.

E. Fedusiak: nice how competitions eventually gets filled if you open it up to other people if nobody takes it at the beginning.

F. Bédard Perrault: think \$400 is a fair price to attend PDW. The issue was mostly transportation.

N. Fatima: for people who win competitions and nobody is competing at PDW, do we compensate the 1st place winner?

Everybody: no we do not.

C. Vaccaro: incentive to do competitions was for a saved spot at PDW (especially if you're at a small school).

P. Borzoeyan: when we finally got compensation amounts finalized from faculty, they were encouraged to participate in competitions. Advertising from the start that if they win, they have to go to PDW helps.

N. Fatima: want to get more information about local subsidies from faculties.

C. Vaccaro: Schools should apply as a group, give faculty # of people going to PDW, ask for a lump sum and divide the amount by the delegates that show up.

M. Pozdirca: how much does Dal usually request when they ask faculty for money?

N. Fatima: can now get \$500 to attend any conference. Have to individually apply.

M. Pozdirca: Manitoba gets lump sum of money so the more delegates, the less each person gets. May be hard to gauge how many delegates want to go to begin with.

S. Choi: originally Dean only quoted to cover 20 people their full registration fee. But Manitoba had 40 people so everybody got half the original amount.

C. Vaccaro: how can we represent those who demonstrate financial need to attend conferences? If anybody is interested or has ideas, we want to begin implementing something next year.

M. Pozdirca: can find sponsors for this type of award or can be based on GIC interest (where we just withdraw the interest from year-by-year). Having a sponsor may be more sustainable.

W. Boudreau: what types of companies would sponsor this and what is their incentive to do so?

M. Pozdirca: give the sponsors same promotional benefits as other sponsors. Having their name attached to the award is promotional for the company.

C. Vaccaro: the selection of the award would have to be from a non-student (eg CPhA, deans at each school etc).

M. King: can have the Awards Committee at respective schools decide. Just like Centennial and Guy Genest at most schools.

L. D'Souza: collect contacts from each school (all the community groups: Black Pharmacy Students Association, LGBT groups etc) to see how CAPSI can support them, if we can start this fund we can support more members from these groups. Try to understand what their goals are. This may be attractive for sponsors. Pitch that this fund aligns with this sponsor's goals, it might be attractive to them.

M. Pozdirca: had an APA meeting with a table at the beginning of the term to collect contacts for these types of community groups. Must go into these conversations with some brainstorming done in advance and a structure of a plan.

N. Fatima: was there a group that represented patients that had hearing impairment / deaf?

M. Pozdirca: had a meeting with Ashley Walker previously but dropped the ball on following up with schools. Just bc there isn't a community group doesn't mean there isn't an EDI rep or a representative that can play one of these roles.

19. IPSF travel budget (10 mins)

F. Hadji

Background: Discussion about PARO and World Congress travel budget.

F. Hadji: mandatory to have representatives at PARO and WC. Amount that CAPSI gives to official delegates is 1k x 2 people (SEO and IPSF Liaison). It's at least 2.5k to go to each event (usually countries that are far away). 1k is not really enough coverage for a student. Want to see if we have enough budget to make the reimbursement higher for these delegates attending these events.

C. Vaccaro: does WC provide any of their own funding for these delegates? Eg would IPSF ever reimburse for others?

F. Hadji: entirely based on the schools, WC itself doesn't really provide any reimbursement. Seems like WC only reimburse their IPSF executives, not others.

C. Vaccaro: what is the ideal amount to be reimbursed?

F. Hadji: \$1500-2000 may be a reasonable number to be more comfortable. Jan 1 is official registration for next event. WC bid people were provided about 2k per person, but didn't cover everything.

N. Bakowski: if SEO and IPSF Liaison both go, it's more of a problem because we would have to split the funds. More fun if both can go together.

K. Huynh: will forward an email to Farah, Nicole, Madison and Christine about the funding.

Motion to adjourn the meeting at 15:12 CST.

C. Vaccaro / M. Wong

Motion carried.



C A P S I • A C E I P

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January 2023 PDW Meetings

CAPSI National Council Meetings

Thursday, January 5, 2023

1PM - 4PM CST

Join Zoom Meeting (for those attending virtually)

<https://us06web.zoom.us/j/6386786692>

Meeting ID: 638 678 6692

20. CAPSI AGM (10-11:30am) **Salon AB**
Background: CAPSI’s Annual General Meeting.

21. Committee breakout sessions 1/3 (1:00-2:00pm) **[Committee Members]**
 21.1. Membership and communications committee meeting (open to all members)
 21.2. Wellness committee meeting (open to all members)

22. Call to Order **C. Vaccaro**
 C. Vaccaro called the meeting to order at 2:00pm CST

23. Land Acknowledgement (2 min) **C. Vaccaro**

24. Attendance (5 min) **S. Huynh**

Name	Position	Attendance
Christine Vaccaro	President	Present
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Aneet Grewal	UBC Senior Representative	Absent

Zachary Yopek-Stabel	Alberta Junior Representative	Present
Jasmine Ly	Alberta Senior Representative	Present
Meagan Wenzel	Saskatchewan Junior Representative	Present
Emma Fedusiak	Saskatchewan Senior Representative	Present
Kezra Gerbrandt	Manitoba Junior Representative	Present
Sandra Choi	Manitoba Senior Representative	Present
Stephanie Lo	Waterloo Junior Representative	Present
Camille Huo	Waterloo Senior Representative	Present
Ayman Lakhani	Toronto Junior Representative	Present
Theodora Udounwa	Toronto Senior Representative	Present
Florence Bédard Perrault	Montreal Junior Representative	Present
Panteha Borzooyan	Montreal Senior Representative	Present
Joe Kamal	Laval Junior Representative	Present
Hassan Lyoubi	Laval Senior Representative	Present
Baraa Darwich	Dalhousie Junior Representative	Absent
Nolan Barkhouse	Dalhousie Senior Representative	Present
Wooje Choi	MUN Junior Representative	Present
Melanie King	MUN Senior Representative	Present

25. **CPhA Talk with Danielle Paes (2:00-2:30pm)** [All]

26. ***Presentations:* Mark Zhou, Immunize.io (3:00-3:30pm)** [All]

27. ***Presentations:* QID (3:30-4:00pm)** [All]

28. **Committee breakout sessions 2/3 (4:00-5:00pm)** [Committee Members]

28.1. IPSF local reps and IPSF liaison national meeting (open to IPSF reps)

28.2. SEP committee meeting (closed to committee members only)

Motion to adjourn the meeting at 16:18 CST.

C. Vaccaro / S. Huynh

Motion carried.



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

January 2023 PDW Meetings

CAPSI National Council Meetings

Friday, January 6, 2023

12PM - 4PM CST

Join Zoom Meeting (for those attending virtually)

<https://us06web.zoom.us/j/6386786692>

Meeting ID: 638 678 6692

29. Call to Order**C. Vaccaro**

C. Vaccaro called the meeting to order at 12:09 pm CST

30. Land Acknowledgement (2 min)**C. Vaccaro****31. Attendance (5 min)****S. Huynh**

Name	Position	Attendance
Christine Vaccaro	President	Present
Madison Wong	President-Elect	Present
William Boudreau	Past-President	Present
Steven Huynh	Executive Secretary	Present
Kevin Huynh	Finance Officer	Present
Marianna Pozdirca	VP Communications	Present
Nawal Fatima	VP Education	Present
Lynn D'Souza	VP Professional Affairs	Present
Farah Hadji	Student Exchange Officer	Present
Nicole Bakowski	IPSF Liaison	Present
Jonathan Chan	Webmaster	Absent
Al-Amin Ahamed	CAPSIL Editor	Present
Abby Krupski	CSHP Student Liaison	Present
Mark Seo	UBC Junior Representative	Absent
Aneet Grewal	UBC Senior Representative	Absent
Zachary Yopek-Stabel	Alberta Junior Representative	Present
Jasmine Ly	Alberta Senior Representative	Present
Meagan Wenzel	Saskatchewan Junior Representative	Present
Emma Fedusiak	Saskatchewan Senior Representative	Present
Kezra Gerbrandt	Manitoba Junior Representative	Present

Sandra Choi	Manitoba Senior Representative	Present
Stephanie Lo	Waterloo Junior Representative	Present
Camille Huo	Waterloo Senior Representative	Present
Ayman Lakhani	Toronto Junior Representative	Present
Theodora Udounwa	Toronto Senior Representative	Present
Florence Bédard Perrault	Montreal Junior Representative	Present
Panteha Borzooyan	Montreal Senior Representative	Present
Joe Kamal	Laval Junior Representative	Present
Hassan Lyoubi	Laval Senior Representative	Present
Baraa Darwich	Dalhousie Junior Representative	Absent
Nolan Barkhouse	Dalhousie Senior Representative	Present
Wooje Choi	MUN Junior Representative	Present
Melanie King	MUN Senior Representative	Present

32. 2023-24 CAPSI Elections

S. Huynh

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.

Voting Executives (1 vote each):

1. President-Elect (for the presidents)
2. Executive Secretary
3. VP Education
4. VP Communications
5. Finance Officer
6. VP Professional Affairs
7. IPSF Liaison
8. Student Exchange Officer
9. Webmaster
10. CAPSIL Editor

Scrutineer: CSHP Liaison

School	Total Members	By-Election Votes
UBC	132	2
U of A	472	4
USask	111	2
U of M	191	2
UWaterloo	294	3
U of T	956	6
U de M	799	5
Laval	674	5
DAL	295	3
MUN	131	2

We will be asking for opinions about candidates in the following order:

1. Current position holder.
2. Local reps from the applicant's school.
3. Local reps from west to east.
4. Executive members.
 - a. **Finance Officer**
 - i. Bhawani Jain, University of Waterloo

Motion to move in camera at 12:16 PM CST
C. Vaccaro /S. Choi
Motion carried.

Motion to move out of camera at 12:39 PM CST
C. Vaccaro / P. Borzooyan
Motion carried.

- b. **Webmaster**
 - i. Emma Fedusiak, University of Saskatchewan

Motion to move in camera at 12:47 PM CST
C. Vaccaro /A. Lakhani
Motion carried.

Motion to move out of camera at 1:05 PM CST
C. Vaccaro / A. Ahamed
Motion carried.

c. VP Education

- i. Melanie King, Memorial University of Newfoundland

Motion to move in camera at 1:10 PM CST

C. Vaccaro / W. Choi

Motion carried.

Motion to move out of camera at 1:39 PM CST

C. Vaccaro / M. Wenzel

Motion carried.

d. IPSF Liaison

- i. Kristy Wong, University of Waterloo

Motion to move in camera at 1:51 PM CST

C. Vaccaro / S. Lo

Motion carried.

Motion to move out of camera at 2:40 PM CST

C. Vaccaro / J. Kamal

Motion carried.

- ii. Ioana Apreutesei, Dalhousie University

Motion to move in camera at 2:40 PM CST

C. Vaccaro / N. Barkhouse

Motion carried.

Motion to move out of camera at 3:12 PM CST

C. Vaccaro / N. Barkhouse

Motion carried.

e. VP Professional Affairs

- i. Nolan Barkhouse, Dalhousie University

Motion to move in camera at 3:25 PM CST

C. Vaccaro / J. Ly

Motion carried.

Motion to move out of camera at 3:55 PM CST

C. Vaccaro / M. King

Motion carried.

C. Vaccaro left the room at 4:20 PM CST.

C. Vaccaro entered the room at 4:30 PM CST.

33. Votes of Confidence

a) President Vote of Confidence

i) Christine Vaccaro

Motion to go in-camera at

W.Boudreau / M. King

Motion carried.

Motion to go out-of-camera at

W.Boudreau / C. Huo

Motion carried.

M. Wong left the room at 4:30 PM CST.

M. Wong entered the room at 4:37 PM CST.

b) President-Elect Vote of Confidence

i) Madison Wong

Motion to go in-camera at

C. Vaccaro/A. Ahamed

Motion carried.

Motion to go out-of-camera at

C. Vaccaro/S. Choi

Motion carried.

Motion to adjourn the meeting at 4:39 PM CST.

C. Vaccaro/A. Krupski

Motion carried.



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

January 2023 PDW Meetings

Presidents' Meeting

Friday, January 6, 2023

5 PM - 5:45 PM CST



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

January 2023 PDW Meetings

CAPSI National Council Meetings

Saturday, January 7, 2023

10AM-12PM CST

Join Zoom Meeting (for those attending virtually)

<https://us06web.zoom.us/j/6386786692>

Meeting ID: 638 678 6692

34. Locals / PAM meeting (10-10:30am)

M. King, T. Udounwa

Background: Please remember to share this merch interest survey with CAPSI members at your school. The deadline to complete the form is end of day Friday, Jan. 20, 2023.

<https://forms.gle/iDMAfS2nteQWLSwSA>

Our meeting agenda can be found [here](#)

35. Committee breakout sessions 3/3 (11:00-12:00 pm)

[Committee Members]

35.1. Advocacy committee meeting (open to all members)

36. JOM with Pfizer (12:00-1:00pm)

[Select Executive Members]

36.1. Location TBD



C A P S I • A C E I P

Annex of Executive and Local Council Updates
January Meeting 2023

January 4-7, 2023

Local Council Updates

University of British Columbia (A. Grewal, M.Seo)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task:
 - **Date:**
 - **Location:**
 - **Description:**
 - **Cost:**
 - **Support Needed from CAPSI National:**

Ongoing Tasks

- NAME OF EVENT/Task:
 - **Date:**
 - **Location:**
 - **Description:**
 - **Cost:**
 - **Support Needed from CAPSI National:**

If one section of the template above is not relevant please list N/A; if the position update is a task and not an event you DO NOT need to fill out the subpoints of Date/Location/Description/Cost/Support Needed from CAPSI National (This is mainly applicable for executive council members)

UPCOMING EVENTS/Tasks:

NAME OF EVENT:

Date:

Location:

Description:

Cost:

Support Needed from CAPSI National:

If not upcoming events please list N/A; if one section of the template above is not relevant please list N/A. If the upcoming event is a task and not an event you DO NOT need to fill out the subpoints of Date/Location/Description/Cost/Support Needed from CAPSI National (This is mainly applicable for executive council members)

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name:

Time Required:

Background:

If no agenda items please list N/A

University of Alberta (J. Ly, Z. Yopek-Stabel)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: RxFactor (Canada's Next Top Pharmacist)
 - **Date:** 19/11/22
 - **Location:** DinWoodie Lounge
 - **Description:** Contestants performed their talents in the lounge and were judged the same evening – Winner received a seat at this year's PDW and will compete in Canada's Next Top Pharmacist
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

Ongoing Tasks

- NAME OF EVENT/Task: APSA/CAPSI PAM Committee
 - **Date:** 09/12/22 and ongoing
 - **Location:** Google Meets
 - **Description:** Had a brief meeting discussing tentative plans for PAM. Meetings will continue in mid January until PAM. Meetings will become more frequent as PAM approaches.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT/Task: Blood Drive
 - **Date:** Ongoing
 - **Location:** Canadian Blood Services (CBS) Donor Centers
 - **Description:** Through CBS's Partner for Life Program, we are promoting the need for blood and blood products to our members. As well as providing incentives for donating.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name:

Time Required:

Background:

N/A

University of Saskatchewan (E. Fedusiak, M. Wenzel)

POSITION UPDATE:

COMPLETED TASKS

- 1. PDW Registration
 - **Date:** October 1 - November 30, 2022
 - **Location:** Online via Email
 - **Description:** Registered people for PDW as people expressed interest or won competitions.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 2. Sharing a Little Kindness:
 - **Date:** November 1-30, 2022
 - **Location:** Online via Email and Health Sciences Experimental Learning Office
 - **Description:** The Experimental Learning Office challenged students to bring a donatable item to school every day for the month of November. The CAPSI council took on this challenge and collected donations as a group and delivered our donations at the end of the month.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 3. Movember:
 - **Date:** November 1-30, 2022
 - **Location:** Online via Movember Website
 - **Description:** CAPSI supported the student run Movember campaign for the college by promoting the page and encouraging profs/students to participate/donate.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 4. WAAW Antibiotic Personality Social Media Posts
 - **Date:** November 18-24, 2022
 - **Location:** Online via Instagram
 - **Description:** Staff/Faculty/Students were asked to complete a personality quiz to find out what antibiotic they are. These results were used to create informational posts on the antibiotics and introduce the College members who have the same personality.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 5. World Antimicrobial Awareness Week (WAAW) Trivia
 - **Date:** November 18, 2022
 - **Location:** Coachman Restaurant
 - **Description:** In partnership with the Medicine Group Choosing Wisely we hosted a trivia night for pharmacy/medicine students.

- **Cost:** \$80
- **Support Needed from CAPSI National:** N/A
- 6. ShevTalk
 - **Date:** November 21, 2022
 - **Location:** Health Sciences 1130
 - **Description:** Dr. Shevchuk shared her antibiotic knowledge with students and staff in the College.
 - **Cost:** \$40
 - **Support Needed from CAPSI National:** N/A
- 7. WAAW Cookie and Hot Chocolate Sale
 - **Date:** November 23, 2022
 - **Location:** Arts and Science Tunnel
 - **Description:** Sold microbe cookies and hot chocolates while education those who attend about WAAW.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 8. Go Blue for WAAW
 - **Date:** November 24, 2022
 - **Location:** Health Sciences College
 - **Description:** We are encouraging all students to dress in blue for WAAW.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 9. Scotiabank Lunch and Learn
 - **Date:** November 25, 2022
 - **Location:** Health Sciences 1B21
 - **Description:** Scotiabank sponsored a lunch to talk to pharmacy students about banking information.
 - **Cost:** \$0
 - **Support Needed from CAPSI National:** N/A
- 10. Saskatchewan's Next Top Pharmacist & Dietitian
 - **Date:** November 25, 2022
 - **Location:** TCU Place
 - **Description:** We partnered with Dietitian's of Canada Representatives and the Saskatchewan Pharmacy and Nutrition Students Society to find Saskatchewan's Next Top Pharmacist and Dietitian at the Winter Formal.
 - **Cost:** \$270
 - **Support Needed from CAPSI National:** N/A

UPCOMING EVENTS/Tasks:

1. Professional Development Week 2023

Date: January 4-8, 2023

Location: TCU Place

Description: Delegates will be attending PDW 2023 in Saskatoon.

Cost: TBD

Support Needed from CAPSI National: N/A

2. Pharmacy Appreciation Month Planning

Date: March 2023

Location: TBD

Description: Pharmacy Appreciation Month Planning to start in early January.

Cost: TBD

Support Needed from CAPSI National: N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

University of Manitoba (S. Choi, K. Gerbrandt)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Manitoba's Next Top Pharmacist
 - **Date:** November 12
 - **Location:** The Met
 - **Description:** Competition for the Manitoba representative to compete in Canada's Next Top Pharmacist.
 - **Cost:**
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT/Task: PDW Registration
 - **Date:** Due November 10th
 - **Location:** Online
 - **Description:** Register people for PDW as they express interest in the third round.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT/Task: CPhA Textbook Pickup
 - **Date:** November 17, 2022
 - **Location:** Dean's Office
 - **Description:** Ordered 10 CPS textbooks and distributed successfully to all students.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT/Task: Pharmafacts Shirts
 - **Date:** December 2022 pick-up
 - **Location:** Instant Imprints
 - **Description:** Pharmafacts PDW T-shirts with Manitoba design made and picked-up
 - **Cost:** \$737
 - **Support Needed from CAPSI National:** N/A

Ongoing Tasks

- NAME OF EVENT/Task: MB PAM Committee
 - **Date:** 1st Meeting after PDW
 - **Location:** Zoom
 - **Description:** 12 people on the planning committee, funding from university secured, will continue planning and start meetings after PDW.
 - **Cost:** Approx. \$2000 from University
 - **Support Needed from CAPSI National:** N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

University of Waterloo (C. Huo, S. Lo)

POSITION UPDATE:

NAME OF EVENT: Mock Milestone OSCE

- **Date:** Nov 26-27th
- **Location:** Online via Zoom
- **Description:** The Jr. Representative Stephanie hosted the annual mock OSCE for the oldest cohort in school (Rx2023) to prepare for their final OSCE in December. With support from licensed pharmacists as Assessors and volunteer students in other cohorts as Standardized Patients, we simulated as close as possible to the real evaluation to create a learning opportunity.
- **Cost:** \$165 (donation to Meals on Wheels in lieu of thank you gifts to assessors)
- **Support Needed from CAPSI National: N/A**

NAME OF EVENT: IPSF Health Week

- **Date:** Nov 28 - Dec 2
- **Location:** Mixture of in-person/hybrid events and social media challenges
- **Description:** Annually in the Fall term, our local IPSF chapter hosts a Health Campaign Week. With this year's topic focused on "Medication Awareness", the UW chapter hosted a Naloxone Training in collaboration with UW SSOS, a Serotonin Syndrome IPE event in collaboration with UW MHIP, and a Medication Awareness Social Media Campaign.
- **Cost:** \$125 (Gift card prizes for each of the 3 events)
- **Support Needed from CAPSI National: N/A**

Ongoing Tasks: N/A

UPCOMING EVENTS/Tasks:

NAME OF EVENT: CAPSI Awareness Week

Date: January 16-20, 2023

Location: In-person (School of Pharmacy) and Online (social media)

Description: We will have a week of CAPSI awareness to promote membership to the new Rx2026 first year class. Events include a CAPSI booth at the school Clubs Fair, CTMA giveaway, social media challenges, and a Council Intro video.

Cost: TBD

Support Needed from CAPSI National: N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

University of Toronto (T. Udounwa, A. Lakhani)

POSITION UPDATE:

1. PDW 2024 PC Selection

Date: November 2022

Location: N/A

Description: Co-Chairs were first selected by the Jr and Sr Reps via an interview process after completing an application form. Unsuccessful candidates were invited to occupy a non-co-chair PC position instead. Co-Chairs, Sr and Jr Reps then selected the rest of the committee based on responses to an application form. See DWPC 2024 update in agenda for more information.

Cost: \$0

Support needed from CAPSI National: None

2. Shaping Student Life and Learning (SSLL) Fund Application

Date: Application approved Dec. 9, 2022

Location: N/A

Description: This is a fund available to students to support academic-related costs, such as conferences or placements. Sr Rep applied on behalf of PDW delegates and a lump sum of \$5000 was approved. The application was also supported by our student society (UPS) Finance team. In previous years, securing this fund for PDW was the responsibility of UPS Finance. However, their PDW contract with the SSLL Committee expired over the pandemic and is yet to be renewed.

Cost: \$0

Support needed from CAPSI National: None

3. PDW PharmaFacts T-Shirt Distribution

Date: December 2022

Location: N/A

Description: Artik was used as the printing company for our PDW t-shirts. Unit price was \$11.75 with an additional set up charge of \$45. We ordered 1 extra shirt in each size (S, M, L, XL) to accommodate for last minute PDW registrations, which eventually came in handy.

Cost: \$316.40

Support needed from CAPSI National: None

4. Exam Study Break with CAPSI UofT

Date: December 12-20, 2022

Location: Instagram

Description: This social media campaign was held during the last week of school at our school as a way to encourage students to take a break from studying and engage with our socials. Overall, we had about 20 students participate. 1 participant was randomly selected to win a CAPSI tote (leftover from PAM 2022 merch purchase).

Cost: \$0

Support needed from CAPSI National: None

UPCOMING EVENTS:

1. Pharmacy Appreciation Month (PAM) 2023 Planning

Date: January to February 2023 (ongoing)

Location: In-person and online

Description: Met with UPS Marketing Co-Directors on November 17, 2022 to officially begin planning. We are aiming for an in-person kickoff event—collab with UPS PVP—with opportunities for online engagement via our PAM 2023 Instagram and Facebook pages. At UofT, the CAPSI Sr and Jr reps chair the PAM Planning Committee. Pharmacy Outreach Days and Kids in Medicine will take place during this month as outreach events as well as the 2T4 Mock OSCE.

Cost: TBC

Support Needed from CAPSI National: None

2. 2T5 CAPSI Rep Re-Selection

Date: Applications open Jan 2-8, 2023 (ongoing)

Location: N/A

Description: Following the resignation of one of two 2T5 CAPSI Reps during the Fall 2022 semester, we will appoint a replacement using an application process. Applications will be reviewed by a

Cost: N/A

Support Needed from CAPSI National: None

3. RxVigilance Comes to UofT: Winter Demo

Date: TBD (January after PDW)

Location: Online (Zoom)

Description: A second installment to UofT's annual collaboration with RxVigilance. Last year, a free 30-day trial was offered to all students who attended the 1-hour Fall 2021 semester demo session. Instead, we will be hosting the demo session during the Winter semester since this is when first-year students will first encounter patient counseling labs. We hope that with this, the resources offered by RxVigilance will be of more relevance to students. This year's free trial will last from January to April 2023. This event is being planned by the Sr and Jr Reps. Our RxVigilance contact is Christoph Kapp, a Vigilance Santé Business Development Representative

Cost: \$0

Support Needed from CAPSI National: None

4. CAPSI-IPSF Awareness Week

Date: Feb 6-10, 2023 (tentative)

Location: In-person and online

Description:

Cost: \$25-75 (for gift cards and bake sale items)

Support Needed from CAPSI National: None

5. Educational Symposium 1 & 2

Dates: Feb. 15, 2023 and April 11, 2023 (Tentative)

Location: TBD

Description: Due to speaker limitations, we were unable to host a symposium during the Fall 2022 semester. Instead, we aim to host both symposia during the Winter 2023 semester. The topics will be **Roles pharmacists can play in public awareness/eliminating HPV-related cancers** and **Real talk RE: burnout/mental health in pharmacy**, as voted for nationally. This event is being planned by the Jr Rep.

6. CAPSI UofT x CAPSI UW x UTIHI x SOPhS: IPE Event on Bipolar Disorder

Date: Third week of March (TBC)

Location: Zoom

Description: Met with UofT IPE Office, Waterloo student leaders (CAPSI Sr, IPE Liaison, PAM Co-Chair), CAPSI UofT leaders (CAPSI Sr and Jr), and UTIHI Co-President on December 20, 2022 to begin planning. First IPE that will be held in collaboration with UW. The benefit of this partnership would be an increased pool of facilitators to help lead the breakout rooms. At UofT, planning will be led by 2T5 CAPSI Reps.

Cost: \$0

Support Needed from CAPSI National: None

7. Toronto's Next Top Pharmacist (TNTP)

Date: March 30, 2023 (Tentative)

Location: In-person

Description: Planning will be led by 2T6 CAPSI Reps. In previous years, we rented out The Boat, a bar located about 20 minutes from our pharmacy building by foot.

Cost: TBC

Support Needed from CAPSI National: None

8. CAPSI x CSHP Evidence-Based Practice Competition

Date: Between March 22 and April 5, 2023

Location: In-person

Description: Competition materials and details will be provided by VP Education. This event is held in collaboration with the CSHP Reps at our school.

Université de Montreal (P. Borzooeyan, F. Bédard Perrault)

POSITION UPDATE:

COMPLETED TASKS

- **NAME OF EVENT/Task: PharmAcadémie**
 - **Date:** Nov 30th 2022
 - **Location:** On campus
 - **Description:** CAPSI local competition during which UdeM representative for CNTP was chosen. We did our own version of the competition: catwalk, spelling bee, OTC case, talent show, family feud and méli-mélo competitions. We offered pizza, had a bar with all types of beverages and invited teachers of the faculty.
 - **Cost:** 500\$
 - **Support Needed from CAPSI National:** 0
- **NAME OF EVENT/Task: RxFiles distribution**
 - **Date:** December
 - **Location:** On campus
 - **Description:** N/A
 - **Cost:** 0
 - **Support Needed from CAPSI National:** 0
- **NAME OF EVENT/Task: PharmFacts (PDW) t-shirts design and print**
 - **Date:** December
 - **Location:** -
 - **Description:** Florence (jr rep) worked really hard to design the best t-shirt for UdeM delegates and to prepare the t-shirts.
 - **Cost:** 515\$
 - **Support Needed from CAPSI National:** 0

Ongoing Tasks

- NAME OF EVENT/Task: World Congress 2024 preparation
 - **Date:** -
 - **Location:** -
 - **Description:** Working with WC reception committee on sponsorship package
 - **Cost:** 0
 - **Support Needed from CAPSI National:** -
- NAME OF EVENT/Task: PDW reimbursement by the faculty
 - **Date:** January
 - **Location:** -
 - **Description:** Working on all the documents that should be sent to our faculty for the reimbursement of PDW attendance fees
 - **Cost:** 0
 - **Support Needed from CAPSI National:** N/A

UPCOMING EVENTS/Tasks:

NAME OF EVENT: CAPSI reimbursement

Date: January

Location: on campus

Description: Since in UdeM we have an opt-out option for our membership, we write a check and reimburse those who opted out.

Cost: Around 1120\$

Support Needed from CAPSI National: N/A

NAME OF EVENT: MSTP (PAM) preparation

Date: January until March

Location: on campus and online

Description: Working with CAPSI local committee to decide what activities to offer for MSTP.

Currently going through ideas about what we could do to make the most people benefit from our activities

Cost: An estimation of 300\$, but could be more.

Support Needed from CAPSI National: TBD

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

Université Laval (H. Lyoubi, J. Kamal)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Pharmafacts T-Shirts
 - **Date:** Dec 22
 - **Location:** Concept Promo
 - **Description:** Pharmafacts PDW T-shirts with ULaval design made and picked-up
 - **Cost:** 418\$
 - **Support Needed from CAPSI National:** N/A

Ongoing Tasks

- NAME OF EVENT/Task: Preparation for PAM
 - **Date:** Dec 19
 - **Location:** N/A
 - **Description:** We had one meeting to brainstorm ideas for our Instagram page for PAM. We were thinking of weekly posts/polls and a giveaway.
 - **Cost:** TBD
 - **Support Needed from CAPSI National:** N/A

UPCOMING EVENTS/Tasks:

NAME OF EVENT: PAM

Date: Month of March

Location: Pharmacy Faculty of ULaval

Description: We're planning activities to make CAPSI better known to students, polls on our Instagram, a giveaway, ...

Cost: TBD

Support Needed from CAPSI National: N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

Dalhousie University (N. Barkhouse, B. Darwich)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Secondary CPhA Textbook Pickup
 - **Date:** November 15, 2022
 - **Location:** Pharmacy Lounge
 - **Description:** Communications regarding 10 CPS Therapeutic Choices textbooks missing from the textbook order received. Shipment to be distributed to affected students when these books arrive. Final books distributed to affected students.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

- NAME OF EVENT/Task: Dalhousie's Next Top Pharmacist
 - **Date:** November 22, 2022
 - **Location:** T Room (Dalhousie, Sexton Campus)
 - **Description:** Hosted Canada's Next Top Pharmacist at Dalhousie and invited students to participate or watch students participating in the event. Winner was given a seat at PDW in January.
 - **Cost:** \$0 (venue free due to minimum bar cost reached)
 - **Support Needed from CAPSI National:** N/A

- NAME OF EVENT/Task: DSPS Local Meeting
 - **Date:** November 24, 2022
 - **Location:** Virtual
 - **Description:** Update local council of initiatives completed by CAPSI on an approximately biweekly basis.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

- NAME OF EVENT/Task: PAM National Meeting
 - **Date:** December 3, 2022
 - **Location:** Virtual
 - **Description:** Communications regarding how PAM at the national level will be structured to coordinate merchandise and activities.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

Ongoing Tasks

- NAME OF EVENT/Task: PDW Shirt Designs
 - **Date:** Designing November 9, 2022; submitting November 13, 2022; printing company contacted December 8, 2022
 - **Location:** Pickup in Bridgewater, Nova Scotia

- **Description:** Collaborating with CAPSI Class Representatives to design T-shirts for PDW. Design sent to local company to print these based on sizing of delegates. Waiting for final product to pick up and take these to PDW for distribution to delegates.
- **Cost:** Price estimate of ~\$18 per T-shirt (no final amount given at this time).
- **Support Needed from CAPSI National:** N/A

- NAME OF EVENT/Task: Communication with Dean Regarding Unstructured Hours, PDW 2025, Wellness Report Follow-Up
 - **Date:** Preliminary meeting December 1, 2022; Follow-up in early January
 - **Location:** N/A
 - **Description:** Communications sent to Dean regarding Unstructured Hours (after conversing about a letter being written by them to NSCP as a follow-up to NSCP's response letter), PDW 2025 in Halifax, and a follow-up regarding the Wellness Report sent a few weeks ago. Waiting to confirm a potential meeting to address these.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

UPCOMING EVENTS/Tasks:

NAME OF EVENT: PDW 2023
Date: January 4, 2022 - January 8, 2022
Location: Saskatoon, SK
Description: Professional Development Week activities as outlined in schedule for delegates signed up to attend.
Cost: Final cost TBD following conference.
Support Needed from CAPSI National: N/A

AGENDA ITEMS FOR THE NEXT MEETING:
Please list anything you would like discussed along with some background information.

N/A

Memorial University of Newfoundland (M. King, W. Choi)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Meeting with the dean about the CAPSI Mental Health Wellness survey
 - **Date:** 18 November 2022
 - **Location:** MUN School of Pharmacy
 - **Description:** Melanie and Wooje met with the dean and associate dean to present a recommendation for a SoP specific student counselor and any other student feedback from our google forms survey. They appreciated the feedback from students and are looking into bringing back counseling services that were available through the psychology department or having a pilot project for something new.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT/Task: Antimicrobial Awareness Week
 - **Date:** 18-24 November 2022
 - **Location:** MUN School of Pharmacy
 - **Description:** Our First Year Liaison, Amy White, hosted a successful week consisting of social media informatics and in-person events such as antimicrobial bingo.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A

Ongoing Tasks

- NAME OF EVENT/Task: PDW Shirts
 - **Date:** Dec 16 - Final order placed
 - **Location:** Pick-up at PDW
 - **Description:** Melanie placed our final order with the shirt designs on Dec 16th, she will bring it to PDW for the MUN students to pick up.
 - **Cost:** ~\$20/shirt
 - **Support Needed from CAPSI National:** N/A

UPCOMING EVENTS/Tasks:

- NAME OF EVENT: Beginning to form a local PAM committee
 - **Date:** Late December 2022 ~ Early January 2023
 - **Location:** MUN School of Pharmacy
 - **Description:** Will soon begin to post on FB about local PAM committees and subcommittees and begin electing members to begin planning for PAM.
 - **Cost:** N/A
 - **Support Needed from CAPSI National:** N/A
- NAME OF EVENT: Professional Development Week
 - **Date:** 4-8 January 2023
 - **Location:** Saskatoon, SK

- **Description:** Outlined in the PDW schedule.
- **Cost:** TBD
- **Support Needed from CAPSI National:** N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

Executive Council Updates

President (C. Vaccaro)

POSITION UPDATE:

COMPLETED TASKS

- Facilitate the planning of PDW 2023 and help the PDWPC in their final stages of conference preparation
 - Reviewed delegate numbers, finances, hotel rooms, contracts, speaker and event outlines, certificates/plaques
 - Prepared delegate handbook
- Provide guidance to PDW 2024 and WC 2024
- Explore new insurance options with FO
- Review hotel options for PDW 2024
- Edit AGM slides
- Communicated and met with sponsors and stakeholders
 - Workforce Wellness Committee
 - AFPC
 - CSHP
 - PharmaChoice
 - Loblaw
- Worked with CSHP to develop revamped EBP competition
- Checked in with locals, executives
- Reviewed OM and bylaws, proposals, lawyer communications

Ongoing Tasks

- Check in with Past-President about year end report
- Hold PDW transition meeting
- Hold executive meeting
- Reach out to community representatives
- Review election packages
- Review PDW 2024 video, sponsorship package, hotel contract
- Review and prepare AGM and CAPSI National agendas
- Prepare JOMs for various stakeholders at PDW2023

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

I've added my agenda items above :D

President-Elect (M. Wong)

POSITION UPDATE:

COMPLETED TASKS

- JOM with AFPC
- Meeting with PharmAchieve to discuss next year's logistics
- Joined CPERC working group (1 meeting already, another during PDW)
- Joined CPhA PAM working group (1st meeting during PDW)
- Reviewed new CAPSI insurance plans
- Intro meeting with UofT locals and Co-chairs for PDWPC 2024
- Amendment proposals for Bylaws with CRC and lawyer communications

Ongoing Tasks

- Meetings with AFPC CPERC working group until the conference
- Meetings with CPhA PAM working group until PAM
- Check-ins with PDWPC 2024
- Reviewing OM changes
- Wellness Committee initiatives

UPCOMING EVENTS/Tasks:

- Planning our June CAPSI National meetings at the AFPC conference
- Preparing for transition into President role

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name:

Time Required:

Background:

Past-President (W. Boudreau)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task:
- Meeting with Nawal and Madison (competition)
- Revision of AGM slides
- Advice/revision for insurances

Ongoing Tasks

- Annual Report

UPCOMING EVENTS/Tasks:

NAME OF EVENT:

- PDW (meetings associated to it)
- N/A

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name:

N/A

Executive Secretary (S. Huynh)

POSITION UPDATE:

COMPLETED TASKS

- AGM slides
- Council elections

Ongoing Tasks

- Membership and Communications Committee: membership benefit survey discussions

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

Finance Officer (K. Huynh)

POSITION UPDATE:

COMPLETED TASKS

- Finalized corporation insurance for 2022-2023 term
- Coordinating sponsorship payments with Marianna
- Sending reimbursements PRN
- Coding monthly bank statements

Ongoing Tasks

- Transferring signing authority for PDW Toronto bank account

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name: N/A

Time Required:

Background:

VP Communications (M. Pozdirca)

POSITION UPDATE:

Completed Tasks

- "Ask a Therapist" Focus Mental Health social media, forms, and CAPSIL Article
- Meeting + terminated partnership w/ Magdex (Nov 18)
- Meeting w/ PharmAchieve RE: streamlining Class of 2024 access codes process (Nov 28)
- Updated RxBillingGenie new pricing
- Meeting w/ PDWPC 2024 and SSS (Dec 5)
- Meeting w/ IPSF VP External Relations (Dec 8)
- Reviewed new CAPSI insurance details
- Meeting w/ QID (Dec 14)
- Holiday cards sent to CAPSI partners (Dec 15-16)
- Liaised between PDWPC 2023 and CAPSI National sponsors in preparation to PDW
- PDWPC 2024 contracts and agreements
- CAPSI-Trudell partnership renewal

Ongoing Tasks

- Discussions w/PDWPC 2024 and WC 2024 PC regarding sponsorship support
- Transition package for 2023-24 term

UPCOMING EVENTS/Tasks:

- Reviewing/revamp of CAPSI National Sponsorship Package
- Reorganize VP Comm spreadsheet
- Plan national sponsorship drive
- Touch base with Membership and Communications Committee

VP Education (N. Fatima)

POSITION UPDATE:

COMPLETED TASKS

- Guy genest plaque design
- Created certificates for awards and competitions
- Submitted winners for AoP and SLC to CPhA
- Selected winner for AoP and SLC
- Submitted cases to be translated by translation committee
- Received winner from AFL
- Met with PDW Competitions Officer and coordinated all tasks accordingly
- Liaison with Medisca regarding awards and Ads
- Selected FoP winner
- Announced EBP Competition dates and worked with locals and CSHP to coordinate competition
- Received compounding case

Ongoing Tasks

- Selecting FoP winner fall 2022
- Updating OM and By-laws with new competitiona and awards additions
- EBP Competition; sending cases, dates and winners
- Collect feedback from all competitions
- Send Medisca compounding competition feedback

UPCOMING EVENTS/Tasks:

- Transition with new incoming VP Ed
- Updating OSCE cases
- Updating Transition report

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name: EBP Competition

Time Required: 2 mins

Background: So, the EBP (evidence-based practice) competition will be up and running this year. CSHP is taking more of a lead this time and they want to know each school's competition date. Please send this information to me by **Wed Feb 8th, 2023**. They also want this to be run in-person as opposed to virtually to maintain the integrity of the competition.

Agenda Item Name: PDW Competition Prize Money

Time Required: 10-15 mins

Background: In the past two years, competition winners received their full prize money. However, this year winners have to attend PDW to receive their prize. There are many students that were interested in attending PDW but still couldn't due to the high costs involved even after winning competitions. Please share any thoughts you have regarding prize money based off of your experiences as well as any suggestions on how we can be equitable when it comes to who gets the opportunity to attend PDW.

Webmaster (J. Chan)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Health Promotion Initiatives
 - **Date:** October and November 2022
 - **Location:** Online
 - **Description:** Health Promotion initiatives
 - **Cost:** n/a
 - **Support Needed from CAPSI National:** n/a

Ongoing Tasks

- NAME OF EVENT/Task: Member's Corner Updates
 - **Date:** ongoing
 - **Location:** online
 - **Description:** Updated website with RxFiles, other sponsors
 - **Cost:** n/a
 - **Support Needed from CAPSI National:** n/a

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

CAPSIL Editor (A. Ahamed)

POSITION UPDATE:

COMPLETED TASKS

- Adding new members to the Translation Committee
- Publishing of Fall CAPSIL 2022
- Organization of CAPSIL calendar

Ongoing Tasks

- Accepting articles for the Winter 2023 issue
- Supporting Translation Committee and requests
- Sending requests for CAPSIL Student Spotlight to CAPSI Locals

UPCOMING EVENTS/Tasks:

- Layout and publishing of Winter CAPSIL 2023
- Translation of articles for Winter CAPSIL 2023
- Call for submission for Spring CAPSIL 2023

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

IPSF Liaison (N.Bakowski)

POSITION UPDATE:

COMPLETED TASKS

- Spoke with interested candidates for IPSF Liaison
- Continue to submit PARO spotlights and activity reports
- Found speaker for PPAW event in January/ IPSF reps to help host
- Completed IPSF mandate and PARO training
- Shared information regarding PARS/WC registration with IPSF reps and council (social media post in the works)

Ongoing Tasks

- Find PARS/WC delegates
- Possible collaboration project with a few countries for international mentorship (still need to gather interest from pharmacy students in the new year)

UPCOMING EVENTS/Tasks:

NAME OF EVENT: Pharmacy Profession Around the World (PPAW)

Date: January 28, 2023

Location: Zoom

Description: Total of four countries including KNAPS (Korea), BPSA (United Kingdom), NUSPS (Singapore). Each country presents the role of community pharmacists, shares details of the pharmacy professions of each participating country and allows participants to explore different fields and roles of pharmacists around the world.

Cost: Gift Card for speaker (\$25), gift card draw for participants who sign up and attend (\$15)

Support Needed from CAPSI National: Attendance if interested :)

NAME OF EVENT: APhA-IPSF/BPSA/CAPSI Joint Forum

Date: TBD - February

Location: Zoom

Description: Discussion about each country's culture, day in the life of a pharmacy student, pharmacy careers within the country. Followed by networking/break out rooms.

Cost: N/A

Support Needed from CAPSI National: Attendance if interested :)

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A

Student Exchange Officer (F. Hadji)

POSITION UPDATE:

COMPLETED TASKS

- NAME OF EVENT/Task: Virtual SEP
 - **Date:** 4th December
 - **Location:** Virtual
 - **Description:** Presenting SEP in CANADA scope of practice and Canadian culture
 - **Cost:** NA
 - **Support Needed from CAPSI National:** NA
- Submitted monthly IPSF reports

Ongoing Tasks

- NAME OF EVENT/Task: Reviewing sep outgoing files before PDW meeting
 - **Date:** NA
 - **Location:** NA
 - **Description:** Reviewing and contacting every candidates for modification or specification to add to their application
 - **Cost:** NA
 - **Support Needed from CAPSI National:** NA
- NAME OF EVENT/Task: Finding SEP Host sites
 - **Date:** NA
 - **Location:** NA
 - **Description:** Soliciting IPSF locals and previous years host to participate in the program
 - **Cost:** NA
 - **Support Needed from CAPSI National:** NA

UPCOMING EVENTS/Tasks:

NAME OF EVENT: Finding SEP Host sites based on the incoming applications

Date: until february to give an off time to students to proceed with the visa application

Location: NA

Description: Contacting community pharmacies, industries and universities to find specific host sites

Cost: NA

Support Needed from CAPSI National: NA

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

Agenda Item Name: NA

Time Required: NA

Background: NA

VP Professional Affairs (L. D'Souza)

POSITION UPDATE:

COMPLETED TASKS

- UofT reading week email sent to Deans by UofT senior rep surrounding next steps for implementation using supporting documents

Ongoing Tasks

- Gathering information on advocacy groups representing marginalized populations from each school; will be reaching out to them regarding how CAPSI can support their efforts
- Dalhousie unstructured hours: Dalhousie dean has sent a letter to NSCP to show support around unstructured hours; will follow up on next steps in the New Year
- MUN: Support students advocating for appropriate course organization and grading schemes; follow up on strike
- Sask bereavement days requirements: gather information on what documents/ information is required to get bereavement days during rotations
- CPhA: advocacy related workshops for students to learn more about advocacy-related initiatives
- Neighbourhood Pharmacy Associations: Meeting with NPAC to implement a column in the Gazette to give pharmacy students a voice

AGENDA ITEMS FOR THE NEXT MEETING:

Please list anything you would like discussed along with some background information.

N/A