



C A P S I • A C E I P

Unity – Professionalism – Advocacy – Academics – Excellence

CAPSI National Executive Council Meeting

Tuesday, October 11, 2022 (8PM EST)

Time: Aug 2, 2022 06:30 PM Winnipeg (7:30 PM EST)

Join Zoom Meeting

<https://us06web.zoom.us/j/84465410626?pwd=cGd2VDZRUFIZMFNUTUFDb0wySUZnZz09>

Meeting ID: 844 6541 0626

Passcode: 379903

1. Call to Order

C. Vaccaro

C. Vaccaro calls the meeting to order at 7:35 PM EST.

2. Land Acknowledgement (2 min)

C. Vaccaro

3. Attendance (2 min)

S. Huynh

Name	Position	Attendance
Christine Vaccaro	President	Present
Madison Wong	President-Elect	Present
William Boudreau	Past-President	Absent
Steven Huynh	Executive Secretary	Present
Kevin Huynh	Finance Officer	Present
N/A	VP Communications	N/A
Nawal Fatima	VP Education	Present
Marianna Pozdirca	VP Professional Affairs	Present
Farah Hadji	Student Exchange Officer	Present
Nicole Bakowski	IPSF Liaison	Present
Jonathan Chan	Webmaster	Present
Al-Amin Ahamed	CAPSIL Editor	Present
Abby Krupski	CSHP Student Liaison	Absent

4. Position reports

C. Vaccaro

Name	Position	Tasks that have been completed since Aug meeting	Tasks that will be completed in October-December
C. Vaccaro	President	<ul style="list-style-type: none"> ● Filed annual return ● Reviewed PDWPC 2023, 2024 and WC 2024, mentorship progress ● Meetings with CSHP, CPhA, sponsors ● Signed/reviewed new sponsorship contracts ● CPhA Wellness Taskforce ● Emails ● CAPSIL address ● Deans letters ● Reviewed student wellness survey results ● Textbook book sales, PEBC discounts ● Answer questions PRN 	<ul style="list-style-type: none"> ● Preparation for AGM and 2023 elections ● Renew insurance ● Follow up regarding sponsorship package and website changes
M. Wong	President-Elect	<ul style="list-style-type: none"> ● Meetings with CPhA, CSHP, QID, Apotex ● Coordinated school-specific wellness reports for the national student wellness report with SWC ● Updated educational policy for PDW 2023 with 	<ul style="list-style-type: none"> ● Subcommittee initiatives (both SWC and CRC) ● Assisting the President

		CRC	
W. Boudreau	Past-President	<ul style="list-style-type: none"> • 	
K. Huynh	Finance Officer	<ul style="list-style-type: none"> - Set up ScotiaConnect for online Wire Transfers and Electronic Fund Transfers - Submitted insurance applications to broker; waiting for them to search the market - Year-end finances meeting with Accountant 	<ul style="list-style-type: none"> • Finalising insurance plans
N/A	VP Communications	N/A	N/A
N. Fatima	VP Education	<ul style="list-style-type: none"> • Meeting with AgroHealth, CPha • Coordinating compounding competition with Medisca • Answering local's questions • Distributing competition materials • Coordinating AFL with Pharmachoice 	<ul style="list-style-type: none"> • Writing PIC and OTC cases, receiving feedback and translating • Selecting judges for national SLC • Compiling questions for pharmafacts bowl with input from CPha
M. Pozdirca	VP Professional Affairs	<ul style="list-style-type: none"> • Meetings w/ Apotex, CPhA, PDWPC, QID, Walmart, Pfizer, Sanofi, Agro Health, PharmAchieve, CU Advertising, Belair, CSHP, PharmaEpass, Focus Mental 	<ul style="list-style-type: none"> • Official release of National Wellness Report by Oct 21 • Student loan forgiveness consultation by Oct 21 • Meeting w/ Sask reps to discuss personal days on Oct 17

		<p>Wellness, and Scotiabank</p> <ul style="list-style-type: none"> ● School-specific recommendations for deans' letters based on Student Wellness Survey results ● APA meeting #2 ● CAPSIL article interview w/ Paraag Trivedi ● Reviewed Dal letter to NSCP RE: unstructured practice hours ● Letter of support + meeting w/ UofT reps RE: fall reading week advocacy ● Media Planet article ● Apotex contract for sponsorship of IPSF Health Campaign award ● Renewed Focus Mental Wellness benefit ● Agro Health sponsorship of Pharmafacts ● Pfizer sponsorship (platinum + 2 PDW awards) ● Belair contract for upgrade to Gold sponsorship + sponsorship of translation committee awards ● PharmaEpass partnership contract ● Rate card for CAPSI ads + discussions w/ Pharmacy 	<ul style="list-style-type: none"> ● Advocacy seminars for APA + interested members ● Neighbourhood Pharmacy Gazette columns ● Reaching out to community advocacy groups from pharmacy schools ● APA meeting #3 ● Decision RE: CAPSIL ads replacing notebook ads ● Invitations to sponsors to PDW 2023 ● Apotex PAM 2023 collaborations ● QID meeting RE: adding CAPSI benefit ● Travel insurance benefit through Belair
--	--	---	---

		Practice + Business	
S. Huynh	Executive Secretary	<ul style="list-style-type: none"> - VP Comms by-elections - CPhA and CSHP JOMs - Collecting Kms from Coast-to-Coast - Plan Fall TC - Election prep (new procedures, oral/written questions, bios) - Oct Membership Drive 	<ul style="list-style-type: none"> - Setting up for 2023-24 elections -
F. Hadji	Student Exchange Officer	<ul style="list-style-type: none"> ● Hosted a meeting with local IPSF to explain the SEP in collaboration with the IPSF Liaison ● Support local IPSF reps in the promotion of SEP and answering any questions they have at their school ● Promoted the importance of finding host sites for incoming students ● Updated the SEP database for CAPSI 	<ul style="list-style-type: none"> ● Support local reps in the promotion of SEP and answering any questions they have at their school ● Continue to help and give support to local IPSF reps to find hosting site ● Analysed the applications that are submitted in the SEP database
N. Bakowski	IPSF Liaison	<ul style="list-style-type: none"> ● Held meeting in collaboration with Farah to go over expectations for the mandate with IPSF local reps ● Created graphic for suicide prevention day that was shared on social media 	<ul style="list-style-type: none"> ● Announce winners for Health Campaign Award ● Assist IPSF locals with planning for this year's Health Campaign ● Meet with BPSA (UK) and APhA (USA) to discuss hosting an international forum/Cultural night event - date TBD

		<ul style="list-style-type: none"> • Created World Pharmacist day social media campaign, winner announced today (social media post to come) • Sent health campaign award applications to judges, waiting on response from 3 • Shared various IPSF opportunities with IPSF locals (ex. APSJ article opportunity, Digital health week etc) 	<ul style="list-style-type: none"> • Collaboration with FJCPPhA Philippines for a networking webinar
J. Chan	Webmaster	<ul style="list-style-type: none"> • Updated Member's Corner website • Approved new students to Member's Corner • Updated capsil.ca 	<ul style="list-style-type: none"> • Social Media Health Initiatives for Instagram and Facebook • Continue to update website: sponsorships, etc. • Work on social media quizzes
Al-Amin Ahamed	CAPSIL Editor	<ul style="list-style-type: none"> • Translation Committee - call for members • Compiling all Fall CAPSIL articles • Reached out to sponsors for CAPSIL ads/articles • Started "Student Spotlights" 	<ul style="list-style-type: none"> • Publishing Fall CAPSIL ~November 7th • Call for Winter CAPSIL submission in December

5. Committee Reports

C. Vaccaro

Committee	Chairperson	Tasks achieved	Tasks to complete this Fall
Student Wellness	M. Wong	<ul style="list-style-type: none"> School-specific wellness reports for school's that wanted one completed 	<ul style="list-style-type: none"> Discuss student recognition initiative with the group
Constitution Review	M. Wong	<ul style="list-style-type: none"> Reviewed and updated the PDW 2023 educational policy (thanks Hassan for translating our changes) 	<ul style="list-style-type: none"> Still need to assign sections of the OM to be reviewed this year
Electoral	S. Huynh	<ul style="list-style-type: none"> Election changes for 2023-24 council (currently in review by constitutional review committee) 	<ul style="list-style-type: none"> Election documents in preparation for PDW
Membership and Communications	S. Huynh	<ul style="list-style-type: none"> Collecting Km from Coast to Coast Feedback for CAPSI notebooks (thanks Marianna) Membership discounts posts (thanks team) 	<ul style="list-style-type: none"> Membership benefits survey (start to finalize to send out for 2nd term)
Advocacy	M. Pozdirca	<ul style="list-style-type: none"> Second meeting (Sept 12) Aligned school-specific goals w/ recommendations in deans letters Became largest CAPSI committee :D 	<ul style="list-style-type: none"> Supporting local reps in local advocacy efforts Plan 1-2 sessions related to advocacy strategy Connect w/ DEI reps RE: curricular gaps for deaf and hard of hearing
Mock OSCE	N. Fatima	<ul style="list-style-type: none"> - Cases were previously updated - Got a new member 	<ul style="list-style-type: none"> - Cases will be updated next year

Competition Review	N. Fatima	<ul style="list-style-type: none"> Received feedback on PIC and OTC case 	<ul style="list-style-type: none"> Future of Pharmacy Award for summer semester
Translation	Al-Amin Ahamed	<ul style="list-style-type: none"> Sent out translation committee member applications 	<ul style="list-style-type: none"> Add new members to the Slack channel Remove any inactive members of the channel
SEP	F. Hadji	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Preparing the application files to review during PDW
Ethics	W. Boudreau	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Website	J. Chan	<ul style="list-style-type: none"> Melanie and Caitlyn preparing the first Health Promotion topic for October 	<ul style="list-style-type: none"> Complete Health Promotion, Quizzes
Finance	K. Huynh	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Discussion on PDW Finances

6. Items to discuss

- New sponsors
- January Elections
 - Good chunk of time at PDW discussing candidates in camera, must have decisions before the dinner
- AGM
 - https://docs.google.com/presentation/d/1xkpg0msytqoHeESTutNJRh9cR_sgYgu_NTCKd931khw/edit?usp=sharing
 - Mandatory 1h event at PDW
 - Surface-level updates
 - Casual conversations, simplify what we're doing, about things members might be interested in
- Transition packages
 - Start making updates when things are fresh
 - Keep it in suggestion mode until Christine approves it
 - If doing things outside of role, try to keep it at the bottom of the transition document, separate it from the mandatory activities

Airing of grievances (5 min)

C. Vaccaro

Background: open, "off the record" time for you to talk about issues, problems you've encountered, things that aren't working, etc. Could be about CAPSI, your position, discussions you've had, school.

Motion to adjourn the meeting at 8:34 PM EST.

C. Vaccaro/N. Bakowski

Motion carried.

Level	Sponsor
Platinum	Medisca, PharmaChoice, LCL , Pyrls , Pfizer
Gold	CFP, Trudell, CPhA, Belair
Silver	Apotex
Bronze	RxFiles, CCCEP
Partners	CU Advertisement, Vigilance Sante, Focus Mental Wellness, Staples, UpToDate, PharmAchieve, AgroHealth, Skillshare, RxBillingGenie , PharmaEpass

	Local	National
AFL	PharmaChoice	
Compounding	Medisca	
OTC	Pyrls	
PIC	LCL	
SLC	CPhA	
EBP	N/A	
Award of Professionalism	CPhA	
Guy Genest Award	CFP (\$400/\$500 per school)	
Past President Award	CFP (plaque and website feature only)	
CSHP-CAPSI Hospital Pharmacy Student Award	CSHP and CAPSI	
Future Excellence of Pharmacy Award (x3)	CFP	
Health Campaign Awards	Apotex	
Translation Committee Award(s)	Belair	
PDW Senior Representative Award	Pfizer	
PDW Co-Chair Award	Pfizer	
PDW Excellence in Professional Development	CCCEP	

Award (Competition and Education officers)	
--	--