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In February, we sent a representative from the branch (D. Kelly) to a “train the trainer” workshop held in conjunction with PPC. The purpose of the workshop was to “demystify” the process of conducting research, and to encourage more pharmacists to get involved in pharmacy research and apply for research funding. D. Kelly will be holding a similar workshop this winter for members of our branch. Stay tuned for further information.

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We have launched and promoted two information papers this year, including the Role of the Technician and the Pharmacist Prescribing papers. Copies of the papers have been distributed to members.

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In September we held another successful Student Welcoming Session at the School of Pharmacy as part of the membership drive.

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Executive is looking forward to working with PANL. Of note, two of our members sit on PANL, including B. Payne and T. Dawe.

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The hard work and contribution of the many committees of the branch were recognized.

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Ms. Carla Dillon was welcomed as the new treasurer. D. Kelly was thanked for her contribution to the branch as secretary for the past two years.

It was moved by Ms. Bishop and seconded by L. Hensman that the President’s Report be accepted.

Carried

Discussion ensued regarding the current vacancy on Executive in the Secretary’s position. S. Edwards volunteered to take over this position for 2002-04. Many thanks to Scott!

2.2 Delegate’s Report

B. Thomas presented her report. She highlighted the following:

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A search and selection committee for the Executive Director’s position has been put in place.

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A new governance task force has been established. The purpose of this group is to look at relationships between Council and the Executive Director, the Branches and National, and the relationships between Branches. The task force is chaired by Tom Paton, and B. Thomas has been asked to participate from our branch.

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Our current President is Mike Gaucher, and the in-coming President is Neil Johnson.

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The financial status of CSHP was reviewed.

s New Standards of Practice focusing on the direct patient care role of the pharmacist are in development. Anticipated roll-out of these documents is next year.

s The position statement of the Entry Level Pharm.D. degree has been approved. CSHP is not in support of this degree as an entry level requirement for practice.

It was moved by B. Thomas and seconded by K. Duggan that the report be adopted.

Carried

Discussion ensued regarding the issue of job shadowing for the students. K. Duggan noted that in discussion with Amy Flinn, it was decided to have a seminar on hospital pharmacy this year, as the current situation with the clinical programs at the Health Care Corporation of St. John's would not permit the shadowing program to take place at this time. The focus of the seminar will be on the clinical role of the hospital pharmacist. D. Kelly also encouraged out of St. John's hospital pharmacists to offer opportunities to students to shadow pharmacists during semester breaks. K. Walsh agreed that efforts are necessary to increase student exposure to hospital pharmacy. L. Hensman noted that the School is considering implementing one mandatory hospital rotation, as suggested by the accreditation team.

D. Kelly raised the question as to whether CSHP is concerned about the impact of the position statement on the Entry Level Pharm.D. on the provinces which are considering moving in this direction. It was felt this would not be a major issue for CSHP.

L. Hensman noted that given the financial situation of CSHP, the National visits to branches may not be justifiable. B. Thomas responded that as a new branch, these visits are more important to us (in order to increase the exposure and promotion of our organization) than perhaps some of the other more established branches.

2.3 Treasurer's Report

L. Bishop presented the Treasurer's Report on behalf of Carla Dillon. It was noted that we need to find additional revenue to support the branch operation. L. Bishop moved the adoption of the Treasurer's Report and it was seconded by L. Hensman.

Carried

2.4 Nominating Committee Report

D. Kelly presented the Nominating Committee report. She thanked S. Edwards again for agreeing to take over the Secretary position.

The report was moved for adoption and seconded by B. Thomas.

Carried

2.5 Newsletter Report

L. Bishop presented the report for Angie Payne.

s The committee plans to publish 3 newsletters per year.
s There is a need for submissions from members.
s Angie would welcome any members who are interested in becoming involved in this committee.

It was moved by L. Bishop and seconded by L. Hensman that the Newsletter report be adopted.

Carried

It was noted that for the past two years, some clerkship students had written articles for the newsletter, and it is intended that this will continue. As well, the recipient of the travel grant to PPC has written an article for the newsletter each year.

It was also noted that there are plans to distribute the newsletter via email and to post it on the website in the future.

2.6 Website Committee Report

L. Bishop presented the report for D. Smith. Members were encouraged to use the website for any potential applications they may have.

It was moved by L. Bishop and seconded by K. Walsh that the Website Committee Report be adopted.

Carried

It was suggested that hospital pharmacists could post their own individual newsletters on the website for sharing with other members.

2.7 Membership Committee Report

K. Duggan presented her report. Highlights included:

s It is planned to offer a complementary text to members again
this year.

s Membership has increased again this year.
s The results of the membership survey are available on the
website.
s The membership database at National is undergoing some
updates, so members who receive renewal reminders but have already renewed
should contact K. Duggan.
s Many thanks to Gert Pike and Kim Carter for their assistance
on this committee.

It was moved by K. Duggan and seconded by T. Dawe that the Membership
Committee Report be adopted.

Carried

Discussion ensued regarding other options to books for the membership incentive. K.
Duggan encouraged all members to contact her with any ideas for alternative books,
references, PDA software, computer software, etc. The allowable cost per member is
approximately \$50-60, and this cost can be combined among multiple members to
purchase a more expensive reference.

2.8 Education Committee Report

L. Bishop presented the report on behalf of E. Reelis. Highlights included:

s Seven events were held last year
s Notification of events has been achieved through email and fax
over the past year.
s It was noted that John Hawboldt resigned from the committee
last year due to other responsibilities. Other interested members are
encouraged to get involved in this committee.
s It was recognized that we would like to have more CE events
held outside of the St. John's area.

It was moved by L. Bishop and seconded by L. Hensman that the Education
Committee Report be adopted.

Carried

Two corrections to the report were made: Joan Roche was not involved in the first
event, and for the fourth event, the presenter was Dr. Sean Murphy (not Sean
Connors). As well, it was noted that the speaker for the fifth event was Dr. Blair
Siefert.

It was suggested that it would be useful to also note the number of registrants per

session, the number of CE credits assigned to each session, and the location of each event. Concern was expressed regarding the notification process for CE events, as several members indicated that they did not receive notification of events. We need to ensure that the Education Committee has the most current email notification list for sending out invitations to events. It was suggested that perhaps Dave Smith could be a central person to ensure that all committees have the most recent member email list, as he is currently looking after sending out messages on behalf of the Membership Committee.

It was also noted that the results of the Pharmacist's Continuing Education Needs Assessment study performed this summer by D. Kelly will be available in the spring. Results will be shared with the Education Committee, and will hopefully serve as a useful planning tool for future events.

2.9 Awards Committee Report

B. Thomas presented the report of the Awards Committee.

s The travel award to attend the AGM this year was awarded to K. Walsh. However, he was unable to attend. It was suggested that the funds be retained and used next year to help facilitate getting more members to the AGM in 2003, which will be held in St. John's. This will be discussed and decided by the Awards committee.

s A new award is being established to recognize contribution to the profession. Further details will be provided shortly.

It was moved by B. Thomas and seconded by L. Hensman that the Awards Committee Report be adopted.

Carried

2.10 Host Committee Report

L. Bishop presented the report of the Host Committee.

s The announcement for the 2003 AGM was circulated.

s Members were encouraged to attend and get involved in the planning of the event. As the conference time approaches, many volunteers will be needed.

It was moved by L. Bishop and seconded by K. Duggan that the Host Committee Report be adopted.

Carried

L. Hensman suggested that it would be useful for all members to know which activities the branch is responsible for planning so that if they have any ideas they can forward them on to the Host Committee (eg. potential speakers, etc.)

3.0 Adjournment

The meeting adjourned at 9:40 a.m.

Respectfully submitted,

Deborah Kelly, Pharm.D
Secretary 2000-02