**CAPSI MEETING**

**March 17th, 2017**

**UBC Pharmaceutical Sciences, Room 3116**

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| **Senior Rep** | Jerold Chu | ✓ | **IT Officer** | Cynthia Ramasubbu | L |
| **Junior Rep** | Ada Mew | ✓ | **Community Education Coordinator** | Michelle Le |  |
| Faculty Co-Advisors | Paulo T. Chen  Dr K. Seto | -  - | **IPSF Liaison/Rep** | Henry Gong | ✓ |
| **Secretary** | Lucy Zhang | ✓ | Benson Kwong | L |
| **Treasurer** | Michelle Yeung |  | **4**th year rep | Nolan Lee | - |
| **Vice-Treasurer** | Riaaz Lalani | L | Yolanda Lin  Nick Halim | ✓ |
| **Sponsorship Coordinator** | Sandy Baptie | ✓ | **3**rd year rep | Monique Theriault | L |
| **PDW Fundraiser** | Annie Wu | ✓ | **2**nd year rep | Manvir Mehanger | L |
| **CAPSI Fundraiser** | Stephanie Leung |  | **1**st year rep | --- |  |
|  |  |  | **CSHP Representative** | --- |  |

1. **Call to order at 12:00PM motioned by A. Wu seconded by S. Baptie.**
2. **Standing Business**
   1. Motion to adopt the minutes from March 10th, 2017 motioned by H. Gong seconded by A. Mew.
3. **New Business**
   1. Project Paws: Drugs and Pugs Recap (M. Le)
      1. Feedback:
         1. Good scheduling, relaxing, enjoyable, enough dogs for everyone
         2. Half the people thought the time was a bit short
         3. 15 mins is specified by the Mental Health Awareness Club, but can think about including a drop in option at the end
         4. Will contact the building operations ahead of time for future events
   2. CAPSI Email Reset (C. Ramasubbu)
      1. Please message Cynthia with your password if you haven’t done so already
   3. Competition Changes (J. Chu)
      1. Right now we have NTP (fundraiser), compounding (2nd yr), OTC (3rd yr), SLC and PIC (4th yr)
      2. After phasing out the 4th year position, need to find another position to hold the SLC and PIC
      3. New competitions: evidence based practice (potentially in collaboration with CSHP), and pharmafacts competition
         1. Both competitions are team competitions of 4 people
         2. Thinking of potentially asking PDW fundraiser to hold the pharmafacts competition, and will probably have to look for sponsorship for this competition
   4. Summer Rotations (J. Chu)
      1. Made a poll on the facebook group please fill it out so we can plan events in the summer
   5. CSHP/CAPSI HIV & Hep C Symposium (A. Mew)
      1. Wednesday March 22, 530PM-730PM @ Room 3340 in pharmacy building
      2. More information on the speakers can be found on the facebook event page
      3. These topics are not usually touched upon in class
      4. Please attend our symposium if you can!
      5. Going to be splitting the cost 50/50 with CSHP
      6. Year rep please promote it in class
   6. PhUS/CAPSI Retreat (M. Yeung, J. Chu, A. Mew)
      1. Joint retreat with both CAPSI and PhUS; come together as a team and discuss any collaboration events in the future and to talk about each position
      2. Mostly likely will be during the last week of August over a weekend
      3. Venue is TBA, if you have any ideas please let Ada or Simon Zhou know
      4. Budgeting $1000-1500 for the event; PhUS will budget $2000
   7. May Measurement Month 2017 (A. Mew)
      1. Nation wide initiative that involves different health care professions
      2. Blood pressure screening event that will be offering counselling and information on blood pressure
      3. Want to highlight the importance of blood pressure management and screen for the general populations who may be at risk for HTN
   8. Canadian Blood Services (B. Kwong)
      1. Holding blood clinic in the NEST on Thurs March 30
      2. Options for volunteers:
         1. Option One: Two pharmacy students checking in blood donors (asking questions and making sure they are eligible for donation); registrant nurse will be there to help
            1. Need volunteers from 10-5 in shifts and they need to be trained
         2. Option Two: Volunteers will talk to the donors about PAM topics after they’ve finished donating
      3. Ben will contact CBS and ask for a blurb that we can use to ask pharmacy students to volunteer
      4. CBS may need a weeks notice about the volunteer’s schedule
   9. Pharmacy Open House (J. Chu)
      1. Faculty is hosting an open house for students who are interested in getting into pharmacy
      2. Asking if clubs are interested in holding a booth @ 530PM to talk about their respective clubs
      3. Ada will take charge of this event and will post on our facebook page

**Roundtable**

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| **Position** | **Update/Announcements** |
| Sr. Rep | * Contacted drug company with a new type of epinephrine injection and will be sending us some demos (after they finished finalizing the products) |
| Jr. Rep | Interclub   * Met up for interclub last week * Need to be more organized during the first two weeks of school * Proposal: divide up days equally, so that all the frats have a prime weds and all the professional clubs will all have one professional night 🡪 and can talk about each club’s upcoming events   University of Alberta   * UA creating a newsletter that will showcase different reimbursement (for BC it would be about pharmacare) and they are asking us to write about it |
| Treasurer | Regrets |
| Vice-Treasurer | * Thank you to everyone who came out to the reimbursement orientation * If anyone has any questions about the budget or reimbursements, ask Riaaz or Michelle * If you have any questions on costs for the coming school year, let them know by the summer so that they can make the budget in the summer, deadline TBA |
| Secretary | * Lucy will be complying a few questions for exec Q&A * Will be upload your answers to these questions along w/your photo on facebook to introduce our execs on our CAPSI facebook page |
| Sponsorship | * Making cards called sponsor cards * When we’re talking to our sponsors, we can send them these cards that can explain CAPSI’s events in an artistic way * Will be doing that for various events that will ask for sponsorship |
| 1st year Rep | ----- |
| 2nd year Rep | NTR |
| 3rd year Rep | * Headshots was last week * Some people didn’t show up 🡪 consider requiring a deposit in the future * Time slots depended on photographers * Next year: ask yearbook to find photographers earlier 🡪 next year, they will set up a email where you can ask for photographers |
| 4th year Rep | NTR |
| IPSF Liaison | Pan American symposium for Mexico (the one for Canada was cancelled)   * Sign up is now open * Symposium was supposed to be hosted by CAPSI national this summer, however had to cancel the event because didn’t get enough sponsorship and Mexico decided to host it instead * July 3-9 * ~400$, but includes accommodation and everything   Textbook   * Donations of CTC textbooks |
| Comm. Ed. Coord. | Regrets |
| IT Officer | * Continue to send passwords * Will add more info about Q&A for council exec page |
| Fundraiser | Cake & Champagne   * PhUS Grad reps asked us to do coat check for cake and champagne * Willing to split profit 75/25 for CAPSI * Weds April 5@ 7pm-1am   Stethoscopes   * In contact with supplier for stethoscopes   Lunch & Learn   * Speaker has to give $500 to PhUS and PhUS gets to allocate some money to the club that does the event * Ask Stephanie to explore this more next semester * Will need sponsorship to help out with it as well |
| PDW Fundraiser | SSRP BBQ   * Collaborating with the sports rep (SAM) 🡪 volleyball tournament   Magnetic fasteners   * Can cut down the costs if there’s someone who has a PO box in the states (Ben has one) |

* 1. Deposits
  2. Reimbursement
  3. Amendments
  4. Payments
     1. Motion to pay $1000.00 to Pharmacy Undergraduate Society (PhUS) for the combined council retreat 2016, motioned by A. Mew and seconded by M. Theriault.

1. **Adjournment at 12:46PM motioned by S. Baptie and seconded by Y. Lin.**