

**CAPSI Meeting**  
**February 07, 2020**  
**UBC Pharmaceutical Sciences Building – Room 3116**

<b>Senior Representative</b>	Katie Bishop	P	<b>IT Officer</b>	Isabella Di Trocchio	P
<b>Junior Representative</b>	Winnie Bao	P	<b>Community Education Coordinator</b>	Alyssa Chen	P
<b>Secretary</b>	Tracy Liu	R	<b>IPSF Liaisons</b>	Nicole Ma	L
				Celine Jeon	P
<b>Treasurer</b>	Mary Shen	L	<b>4<sup>th</sup> Year Representatives</b>	Stuart Knight	R
<b>Vice-Treasurer</b>	Louise Araújo	P	<b>3<sup>rd</sup> Year Representative</b>	Brittany Buffone	P
<b>Sponsorship Coordinator</b>	Riaaz Lalani	R	<b>2<sup>nd</sup> Year Representative</b>	Jenny Chen	P
<b>Fundraiser</b>	Kate MacCuspie	L	<b>1<sup>st</sup> Year Representative</b>	Val Carvalho	C
	Claire Wang	P		Hae Reen Kim	A
<b>Advocacy</b>	Nicholas Sosulski	R	<b>Faculty Advisors</b>	Dr. Kathy Seto	R
				Paulo Tchen	P

P – Present, A – Absent, R – Regrets, L – Late, C – On Call

**1. Call to order at 12:04 PM motioned by A. Chen seconded by J. Chen**

**2. Standing Business**

Motion to adopt the minutes from January 31, 2020 motioned by I. Di Trocchio seconded by C. Jeon

**3. New Business**

3.1. Elections update (K. Bishop)

3.1.1. Posted National By-Election Form and materials yesterday, and will be posted on on year pages as well

3.1.2. Kate and Winnie will be representing UBC CAPSI on the National Teleconference, to say which candidates UBC would like to vote for

3.1.3. **ACTION:** Promote to CAPSI members to take a look at the candidates (videos, resumes, letters). Please ask general members to vote!

3.2. Local Elections

3.2.1.1. Winnie and Katie is working on the application form

3.2.1.2. Will be posted end of next week, right before reading break (maybe middle of next week)

3.2.1.3. Room booking has submitted on the Friday (PAM Orientation on Thursday, Rho Chi induction on Wednesday, Tuesday would be too early)

3.2.1.4. Please everyone try to be there! All positions are up for grabs except for Senior and Treasurer

3.2.1.5. **ACTION:** Need to prepare 2 questions for anyone who is running for that position. Each current position's input is important while discussing the potential candidates!

3.2.1.6. **ACTION:** Please promote people to run, especially first and second year!

### 3.3. Giveaways (K. Bishop, I. Di Trocchio)

#### 3.3.1. #CAPSIcares

- 3.3.1.1. Zen Coloring book in the locker and coloring pens (could be used for another giveaways after reading break)

#### 3.3.2. Backpack x2 Giveaway

- 3.3.2.1. +3 entries for following CAPSI UBC on FB, +3 entries for joining Announcements group
- 3.3.2.2. Questions: What are you doing on reading break? What's your favourite capsip event/benefit?

### Roundtable

Position	Update/Announcements
Senior Representative	<b>'The Talk' on Monday (Feb 10) at 6pm</b> RVSP will be closing at noon on Monday, there will be snacks provided <b>ACTION:</b> please remind people to RSVP!
Junior Representative	<b>CSHP Symposium</b> - March 2, 2020 - <b>ACTION:</b> encourage people to come! -focusing on alcohol use disorders  <b>PAM volunteer application is open</b> - <b>ACTION:</b> promote! -Volunteers application link has already been published  <b>Mental Health Video</b> -have 14 people already, should be enough -close filming this week, unless some people really want to do it -Then we can organize personal time slots for next week
Secretary	NTR
Treasurer	NTR
Vice-Treasurer	NTR
Sponsorship Coordinator	Regrets
Fundraising	<b>Sell Pins</b> -have not heard back from pricing (\$13 USD/pin) -schools may have a group discount -Can discuss more on pricing once we hear back - Eventually we should be able to sell them all, because can roll them over to the next year - Different from PAM pins (which are free), because they just say PAM -For CAPSI Awareness
IT Officer	NTR
Community Education Coordinator	<b>Have our first outreaches on the Monday after Reading Break!</b> -Vancouver Second Mile Society on Pharmacare - Downtown Eastside Neighborhood House on Nutrition - Parks Canada on Diabetes  Following that, there will be events every other week!  <b>Outreaches in March as part of PAM</b>

	-Will as the subcommittees first to see if they want to be part of PAM, then ask the community partner as part of PAM -Would like to have as many events as possible on the calendar, so people know exactly what is going on during that month that is pharmacy related -So it want to be part of PAM, can be added to calendar -Would also have access to the PAM volunteers if need help as part of PAM
IPSF Liaisons	NTR
Advocacy	NTR
4 <sup>th</sup> Year Representatives	NTR
3 <sup>rd</sup> Year Representative	NTR
2 <sup>nd</sup> Year Representative	<b>Headshot Happy Hour</b> -has finished, raised \$120! -booth idea was pretty good, got additional donations from people who donated money even if they didn't take headshots  <u><b>ACTION:</b></u> ask people who got their headshots taken if they would be comfortable with being promoted (so can use them to promote Headshot Happy Hour for next year)
1 <sup>st</sup> Year Representative	NTR
Faculty Advisors	<b>PAM</b> -if there is event being planned by a specific committee just reach out to Paulo or Gilly and they will help to support you and coordinate with pharmacists as needed

#### 4. Reimbursements

#### 5. Payments

#### 6. Adjournment at 12:16 PM motion by A. Chen seconded by C. Jeon