

**CAPSI Meeting**  
**March 06, 2020**  
**UBC Pharmaceutical Sciences Building – Room 3116**

<b>Senior Representative</b>	Katie Bishop	P	<b>IT Officer</b>	Isabella Di Trocchio	R
<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	P
				Celine Jeon	L
<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	P	<b>1<sup>st</sup> Year Representative</b>	Val Carvalho	R
	Claire Wang	P		Hae Reen Kim	P
<b>Advocacy</b>	Nicholas Sosulski	P	<b>Faculty Advisors</b>	Dr. Kathy Seto	A
				Paulo Tchen	A

P – Present, A – Absent, R – Regrets, L – Late

**1. Call to order at 12:02 PM motioned by N.Ma seconded by J.Chen**

**2. Standing Business**

Motion to adopt the minutes from February 14, 2020 motioned by N.Sosulski seconded by N.Ma

**3. New Business**

**3.1. NCODA (K. Bishop)**

We hope all is well at University of British Columbia!

I am Rebecca Corvese, pharmacist at the National Community Oncology Dispensing Association (NCODA), an oncology pharmacy non-profit organization in New York. My colleague, Stephen Ziter, and I have been working with CAPSI leadership to provide information about NCODA to all pharmacy schools in Canada

NCODA has been collaborating with pharmacy students at the University of Montreal to provide additional pharmacy education, at no cost to the students!

NCODA offers Student Educational Talks (SETs) in which Pharmacists create mini lectures covering oncology topics only overviewed in class. Pharmacy students also contribute presentations, and discuss disease states and therapies (great way to get national presentation experience!).

NCODA also offers an Oncology Leadership Series (OLS), in which senior oncology clinical and industry professionals discuss their career path from school to their current positions.

3.1.1.

3.1.2. <https://www.ncoda.org/oce/>

3.1.2.1. On their website have leadership series, and sets of mini-lectures

3.1.3. NCODA brings educational programs to teach pharmacy students about oncology dispensing and improving community oncology dispensing

3.1.4. Reached out to CAPSI to break into Canada, want to provide opportunities to students via CAPSI

3.1.5. Reaching out individually to all the Canadian schools, and what they can provide for us here

3.1.5.1. In Montreal, they were providing free extra education regarding oncology

3.1.6. BC Cancer does most of the oncology drug dispensing, unsure how NCODA will set up their educational material in Canada. And UBC does have an oncology elective, but spots are limited

3.1.7. Might be good to talk to students who have done the oncology elective or Dr. Judy Wong to see if NCODA has benefits to add for students

3.1.8. In the meeting set up, ask NCODA: what exactly they are looking for with UBC, what they are going to offer, the differences between Canada and USA regarding oncology dispensing, making this a CAPSI member only benefit?

3.1.9. **BOOKMARK**: Should be mentioned again, when more of the new council members are here

### 3.2. By-Elections (K. Bishop)

3.2.1. Polls close at 5:00pm tonight, March 6th

3.2.1.1. Hope to give results out by midnight, March 6th, and hear back from candidates on March 7th.

3.2.2. Hope to open the application (by-elections) on Saturday (March 7th) and keep it open until Thursday, March 12th.

3.2.3. By-elections are held within council and voted on by OLD council as your term technically is not over until turnover

3.2.3.1. Will host by-elections next Friday, March 13th

3.2.4. **ACTION**: if you have a candidate that is successful already, please reach out to them and start the turnover process (give them the turnover report). Help them get set up with the email, can ask I. Di Trocchio to help with any email troubles.

3.2.5. Clarification: Candidates can vote for themselves, until further changes to the Operating Manual (OM). Abstaining should almost never be used if there is only one candidate. Used when there are multiple candidates, and you have personal ties to a candidate that can/potentially can influence your vote.

### Roundtable

Position	Update/Announcements
Senior Representative	<p><u>Google Forms Link Caution</u></p> <ul style="list-style-type: none"> <li>shortened forms of the links appear to be broken, if using google forms go back and check links, use long form</li> </ul> <p>PharmaChoice L&amp;L Wednesday, March 25th 12:00-1:00 pm RSVP:  <a href="https://docs.google.com/forms/d/e/1FAIpQLSdRsaUCVUIJFfZkSeMkbatxkBlx62o-b1660qOfWNVDxC_0Ow/viewform?usp=sf_link">https://docs.google.com/forms/d/e/1FAIpQLSdRsaUCVUIJFfZkSeMkbatxkBlx62o-b1660qOfWNVDxC_0Ow/viewform?usp=sf_link</a></p> <ul style="list-style-type: none"> <li>RVSP right now is still CAPSI members only, will open up to everyone else next week</li> </ul>
Junior Representative	<p><u>CSHP x CAPSI Symposium</u></p> <ul style="list-style-type: none"> <li>Huge turn out! Tons of people!</li> <li>Charles presented on Alcohol Use Disorder</li> </ul>

	<ul style="list-style-type: none"> <li>Improvements for next year: prepare a shorter presentation, because only have the lunch hour. Some of the time goes towards food handout to the students.</li> </ul> <p><u>PAM</u></p> <ul style="list-style-type: none"> <li>Officially started!</li> <li>Had our geriatrics talk, went well and tons of people!</li> <li>Hoping to post some of the videos and photos</li> <li>Buttons are going quick, should grab some now if you want some (in PhUS lounge or get them from the events coordinators)</li> </ul> <p><u>ADD to OM:</u></p> <ul style="list-style-type: none"> <li>-to be in advocacy and outreach committees, need to be capsu members (chairs will have access to registration spreadsheet)</li> <li>-for advocacy and outreach only, summer term included as the previous year (September is when the next year price is charged)</li> <li>-for general members, charge next year price at end of April</li> <li>-advocacy committee</li> <li>-how to vote if you yourself are running for a position (you can vote for yourself or abstain?)</li> </ul>
Secretary	NTR
Treasurer	NTR
Vice-Treasurer	NTR
Sponsorship Coordinator	Regrets
Fundraising	NTR
IT Officer	Regrets
Community Education Coordinator	<p><u>Had 4 outreaches happen since our last meeting</u></p> <ul style="list-style-type: none"> <li>All were very well done</li> <li>Downtown Eastside Neighborhood House Outreach had a turn out of 20 people, people who were involved interested in doing it as a series for next year <ul style="list-style-type: none"> <li>For next year, look into giving more specific information than general as some of the audience had asked more specific questions</li> </ul> </li> <li>Vancouver Second Mile Society, outreach on Pharmacare was very relevant to the seniors living in Chinatown. Lots of them had notebooks to take notes!</li> <li>Minor Ailments presentations given to residents over at Thunderbird, a lot of people came by!</li> <li>Parks Canada Presentation on Diabetes, also close to 30 people came out as well. People brought their own devices and had specific questions</li> </ul> <p><u>Outreaches Coming Up</u></p> <ul style="list-style-type: none"> <li>Minor Ailments</li> <li>Nutrition for Residents</li> <li>Study Drugs, Cannabis, and E-Cigarettes <ul style="list-style-type: none"> <li>Date and time is TBA, as the location is still not set</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>Looking into March 19th, 6:00 or 7:00 pm</li> </ul>
IPSF Liaisons	<p><u>2 students coming for the summer exchange program</u></p> <ul style="list-style-type: none"> <li>One from Taiwan and second from Korea</li> </ul> <p>Students do not have to find other students from another country to do the exchange program with. This process is done internally through the program.</p>
Advocacy	<p><u>Transforming Care Talk, March 12th , 5:30-7:30pm</u></p> <ul style="list-style-type: none"> <li>-Marni Panas, one of the best speakers in Canada to give this talk!</li> <li>-This talk is unlikely to happen again in the near future</li> <li>-Food is provided</li> <li>-<b><u>ACTION</u></b>: Advertise this to everyone!</li> </ul> <p><u>Providing Benefits to CAPSI members</u></p> <ul style="list-style-type: none"> <li>Make it a CAPSI member only activity?</li> <li>Dissolve the committee and reform, and have everyone be a member of CAPSI when they rejoin</li> <li>Both Advocacy and Community Outreach committees should be members only</li> <li><b>Suggestions</b>: reasonable to give next year's price for members that join now, continuing on the same as of now and re-check everyone's membership status in September</li> <li><b>Decision</b>: Charge next year's rate for advocacy and community outreach committee members that are not CAPSI members yet, and want to start new committee activities for 2020-2021. They can finish this year's commitments free of charge.</li> <li>N.Sosulski and A.Chen to sign up the members in their committee, take CASH or borrow one of the squares, and sign members up on their computers (don't hand out the sign-up form)</li> </ul>
4 <sup>th</sup> Year Representatives	Regrets
3 <sup>rd</sup> Year Representative	NTR
2 <sup>nd</sup> Year Representative	NTR
1 <sup>st</sup> Year Representative	NTR
Faculty Advisors	Absent

#### 4. Reimbursements

- 4.1. Motion to reimburse Alyssa Chen of \$6.71 for food drive garbage bags by N.Sosulski, seconded by J.Chen. Alyssa Chen abstains.
- 4.2. Motion to reimburse Jenny Chen of \$120.00 for headshot happy hour donation to leukaemia foundation by K.MacCuspic, seconded by B.Buffone. Jenny Chen abstains.
- 4.3. Motion to reimburse Lillian Lo of \$28.39 for staples CE&O minor ailments outreach event by B.Buffone, seconded by A.Chen.
- 4.4. Motion to reimburse Ria Garg of \$7.29 for uber ride outreach event by B.Buffone, seconded by A.Chen.
- 4.5. Motion to reimburse Lillian Lo of \$10.06 for poster and sticky notes by B.Buffone, seconded by A.Chen.



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- 4.6. Motion to reimburse Joanne Matthews of \$31.60 for care package of minor ailments by B.Buffone, seconded by A.Chen.
- 4.7. Motion to reimburse Katie Bishop of \$191.96 for food and GC's for women health seminar by B.Buffone, seconded by A.Chen. Katie Bishop abstains.
- 4.8. Motion to reimburse \$297.30 to Winnie Bao for CSHP X CAPSI student symposium food by B.Buffone, seconded by A.Chen. Winnie Bao abstains.

## **5. Payments**

- 6. Adjournment at 12:36 PM motion by B.Buffone seconded by N.Sosulski.**