

Executive Board Meeting Minutes

January 10, 2020 at 7pm

1-888-354-0094 code: 2271062111#

Members present: Lindsay Cizek-Cribb-President, Mandy Chase-Vice President, Cassie Doyle-Treasurer and Diane Halvorson-Secretary and BOP Liaison

Members Absent: Jamie Weybright-Parliamentarian, Shaina Stall-Member at Large, Danika Johnson-Northland Community and Technical College Liaison, Mike Schwab-NDPhA Liaison Member, and Melissa Krava-NDSCS Liaison Member

1. The meeting was called to order at 1902 by Lindsay Cizek-Cribb. Roll call completed by Lindsay Cizek-Cribb and a quorum has been established.
2. Verbal agenda reviewed. Lindsay Cizek-Cribb asked if there were any additions to the agenda, no changes noted. **Cassie Doyle made a motion to approve the agenda. Mandy Chase seconded the motion. Motion carried.**
3. Mission statement read by Lindsay Cizek-Cribb.
4. Vaccine Administration training: Lindsay Cizek-Cribb provided an update of the vaccine training completed to this point. Update included:
	* 4th and final scheduled training session held on Saturday, January 9, 2021 with a class size of 14.
	* To this date, 63 ND Registered Pharmacy Technicians have completed the course.
	* Funding to this point includes; $910 paid, $728 in process of being paid totaling current expenses of $1638 of the $5000 total budgeted.

Lindsay Cizek-Cribb further reported that both Dr. Elizabeth Skoy and herself continue to receive communication of interest from the pharmacy community, wondering if we should extend this opportunity past. Discussion held:

* Cassie Doyle questioned how long we should continue to offer to subsidize this training, making sure we understand this is not something we would be fund long term.
* Mandy Chase agreed with Cassie Doyle’s point and questioned if we have any idea how long the HHS order to allow pharmacy technicians to administer Covid vaccinations could potentially be in place.
* Diane Halvorson agreed with the group but stated that we are still in the prime stage of rolling out the Covid vaccination. North Dakota is diligently working to provide the vaccinations to the citizens of North Dakota. With that being said, it would be beneficial for NAPT to continue the financial support as well as communicating to the pharmacy community the educational training opportunity available for ND Registered Pharmacy Technicians.

**Diane Halvorson made a motion to extend the funding and organizing of vaccination training to ND Registered Pharmacy technicians through February 28, 2021. At which time, the NAPT Executive Board can revisit this situation. Cassie Doyle seconded the motion. Motion carried.**

Lindsay Cizek-Cribb will work with the NDPhA office to send out another survey monkey to ND Registered Pharmacy Technicians to notify them of the extension and coordinate more classes. It was noted that there is a class minimum size of 8 participants. Lindsay Cizek-Cribb reported that last update from Mike Schwab regarding the legislative session was that he will be securing a prime sponsor of the bill. Once he has done that, he will be in contact with the NAPT Executive Board to discuss what the next steps are. Lindsay Cizek-Cribb will keep NAPT Executive Board members updates as information is received. Mandy Chase inquired if NAPT would conduct a follow up survey of those individuals that have completed the training. Lindsay Cizek-Cribb replied that we would wait to see what Mike Schwab feels would be beneficial for the legislative session. Diane Halvorson stated that regardless of the process of our legislative session, it would be informative to obtain some kind of follow up information that we can bring back to our members, as well as informative for future endeavors. Cassie Doyle stated that we might want to be cautious on the information we track to ensure it is helpful rather than a hindrance. Lindsay Cizek-Cribb stated she will put on our to do list for future review and discussion.

1. AAPT: Lindsay Cizek-Cribb asked attendees if they had an opportunity to read the multiple email correspondences recieved over the last few weeks including the email from Judy Neville from this morning. All attendees indicated they had reviewed the correspondences. Discussion as follows:
	* Lindsay Cizek-Cribb asked to step back to the end of December when the communication started regarding the upcoming changes of AAPT. Lindsay Cizek-Cribb responded to AAPT stating that NAPT has some questions that would need to be clarified before moving forward. Then Lindsay Cizek-Cribb was notified by the NDPhA office that a letter and certified check in the amount of $500 had been received from AAPT. Followed by email correspondence asking why NAPT had not cashed the check. Correspondence stated that the money was to be used at the discretion of NAPT for the members thereof. Also stating that AAPT no longer has bylaws. Thus, no longer has chapters. Lindsay Cizek-Cribb voiced her concern about the communication and actions of AAPT.
	* Mandy Chase stated she has concern regarding AAPT intentions of an advisory committee. NAPT Executive Board members strive to conduct business in North Dakota and feels serving on an advisory committee of AAPT might stretch our volunteers.
	* Cassie Doyle continues to hold the same opinion that has been stated in previous NAPT Executive Board meetings.
	* Diane Halvorson stated that in one of the communications, it was stated that the partnership of AAPT and CPS is no different than what NAPT has with NDPhA.
	* Mandy Chase stated she had reviewed the Academy of Pharmacy Technicians and it is an academy of CPS (Colorado Pharmacist Society)
	* All NAPT Executive Board members present felt to have the same opinion of how to handle this situation moving forward.

**Diane Halvorson made a motion to NAPT return the cashier check to AAPT, perhaps another chapter could use these funds. Further moved, effective immediately, NAPT end affiliation with AAPT. On behalf of the NAPT association members, the NAPT Executive board wishes AAPT well on their endeavors moving forward. Cassie Doyle seconded the motion. Motion carried.**

Lindsay Cizek-Cribb will make arrangements to return the check and send official correspondence to AAPT regarding the above motion.

1. No further business, meeting adjourned at 1931.

Minutes prepared by Diane Halvorson-NAPT Secretary