

ACCP Board of Regents Meeting Minutes
July 29–30, 2021
Zoom Videoconference
(Approved October 14, 2021)

BOR Present: Jimmi Hatton Kolpek, President; Leigh Ann Ross, President-Elect; Brian Erstad, Past-President; Miranda Andrus, Treasurer; Jennifer Clements, Secretary; Lari Cavallari, Regent; Tyree Kiser, Regent; Sarah McBane, Regent; Shawn McFarland, Regent; Mary Parker, Regent; Sharon See, Regent.

Staff Present: Amie Brooks, Director of Strategic Initiatives; Marcia Buck, Director, Clinical Practice Advancement; Wafa Dahdal, Senior Director, International Programs and Associate Director, Professional Development; Sheldon Holstad, Associate Executive Director and Director, ACCP Foundation; Michael Maddux, Executive Director; John McGlew, Director, Government Affairs; Nancy Perrin, Senior Director, Professional Development; Kathy Pham, Director, Policy and Professional Affairs.

Guests Present: Elizabeth Farrington, Melissa Blair, Beth Phillips, Keith Olsen.

JULY 29, 2021			
AGENDA ITEM	DISCUSSION	ACTION	COMMENTS
CALL TO ORDER		Jimmi Hatton Kolpek called Day 1 of the board meeting to order at 11:00 a.m. EDT. She welcomed incoming Board members as guests (Elizabeth Farrington [President-Elect], Melissa Blair [Treasurer], Beth Phillips [Regent], and Keith Olsen [Regent]).	
CONFLICT OF INTEREST (pg 6)		Mike Maddux called the board's attention to the ACCP conflict of interest policy and disclosure statement.	
REVIEW AND APPROVAL OF MEETING MINUTES (pg 7)	The BOR was asked to identify any errors or omissions in the minutes from the last BOR meeting. A new, streamlined minutes template was introduced for use in the future.	The minutes of the April 15-16, 2021, meeting were approved (Parker/McBane).	Jennifer Clements will utilize the new template for this BOR meeting and Mike will continue to summarize a to-do list for the BOR after the meetings.
CONFIRM DATES OF 2022-2023 MEETINGS (pg 18)	Mike summarized the 2022-2023 BOR meetings. The Spring 2022 BOR meeting has not been determined yet as dates for the 2022 Spring Forum will be forthcoming.		BOR should add these dates to their calendar (see page 18 of the meeting packet)

<p>TREASURER'S REPORT</p> <ul style="list-style-type: none"> • 2012 YTD Financials (pg 20) • 2021 YTD LTI Report, Assets History, and ACCP Investment Policy (pg 26) • 2020 Year-End Accountants' Audit and Letter (pg 36) • 2020 Financial Analysis/Operating Ratios Report (pg 49) 	<p>Treasurer Miranda Andrus presented the YTD (6/30/2021) balance sheet, operations budget, long-term investment (LTI) report, and total assets report with comparison to 2020.</p> <p>Miranda presented the LTI report. The updated and revised investment policy was presented and discussed.</p> <p>Miranda presented the external accountants' review of the College's 2021 financials.</p> <p>Financial analysis report, which compares ACCP with other organization of similar size and revenue, was presented.</p>	<p>The balance sheet and operating budget reports were reviewed and received (Erstad/Kiser).</p> <p>The LTI Report was reviewed and received (McBane/Kiser).</p> <p>The Year-End Accountants' Review and Letter was received (McBane/Kiser).</p> <p>The financial analysis and operating ratios report was received (McFarland/See).</p>	
<p>COMMITTEE AND TASK FORCE REPORTS</p> <ul style="list-style-type: none"> • Committee and Task Force Consent Agenda (pg 57) • Awards Committee (pg 58) • Member Relations (pg 180) 	<p>Jimmi asked board members to identify committee reports for action by consent.</p> <p>The committee's recommendations were reviewed and discussed. Each award was voted on separately. Additional suggestions from the committee were discussed with no action taken.</p> <p>Mary Parker provided an update on the committee's progress.</p>	<p>The following reports were approved via the consent agenda:</p> <ul style="list-style-type: none"> • Clinical Practice Affairs B Committee • Credentials: FCCP Committee • Credentials: Membership Committee • Educational Affairs Committee (Parker/Clements; 1 abstention) <p>Recipients of the following awards were approved:</p> <ul style="list-style-type: none"> • <u>2022 Therapeutics Frontier Lecture Award</u> – Kathleen Stringer (Andrus/Cavallari; 1 abstention) • <u>2021 New Clinical Practitioner Award</u> – Erin McCreary (Clements/McFarland; 1 abstention) • <u>2021 New Educator Award</u> – Lucas Hill (McFarland/Cavallari; 1 abstention) • <u>2021 New Investigator Award</u> – Kirk Evoy (Ross/Andrus; 1 abstention) <p>No BOR action was required.</p>	<p>The Elenbaas Service Award and Webb Professional Advocacy Award will not be awarded this year.</p>

<ul style="list-style-type: none"> • Nominations Committee (pg 181) • Publications Committee (pg 185) • Research Affairs Committee (pg 186) • Resident Advisory Committee (pg 187) • Presidential Task Force (pg 198) 	<p>Lari Cavallari presented the Nominations Committee's report, including the recommended slate of candidates for the 2022 election.</p> <p>Kathy Pham provided a progress report on the committee's work to date.</p> <p>Leigh Ann Ross provided an update on the current status of the committee's work.</p> <p>Mike asked for feedback from the BOR on one specific item related to a case scenario developed by the committee</p> <p>Marcia gave an update on the Presidential Task Force's progress.</p>	<p>The report was approved (McFarland/Parker; 1 abstention).</p> <p>No BOR action was needed.</p> <p>No BOR action was required.</p> <p>There was no feedback on the case scenario. The BOR received the report.</p> <p>No BOR action was needed.</p>	
<p>OLD BUSINESS</p> <ul style="list-style-type: none"> • Old Business Consent Agenda 	<p>Jimmi asked board members to identify old business items for action by consent.</p>	<p>The following reports were acted on via the consent agenda:</p> <ul style="list-style-type: none"> • Receive: Status of Pending Committee/Task Force Papers • Ratify: Board Action on Fellows Communication Regarding ACCP Governance (Clements/Kiser) 	
<p>NEW BUSINESS</p> <ul style="list-style-type: none"> • New Business Consent Agenda (pg 218) 	<p>Jimmi asked board members to identify new business items for action by consent.</p>	<p>The following new business items were acted on via the consent agenda:</p> <ul style="list-style-type: none"> • Approve: Biennial Review of Member Dues • Ratify: Approval of 2021 Pub Prof Affrs Comm White Paper • Ratify: Approval of 2021 Certif Affrs Comm C0mmentary • Ratify: Approval of 2021 Clin Prac Affrs Comm A Commentary • Ratify: BOR Education Comm Actions • Approve: Community-Based PRN Application (Andrus/McFarland). 	

<ul style="list-style-type: none"> • PRN Reports/Issues 	<p>PRN Liaisons provided reports on issues raised by their respective PRNs.</p>	<p>No board actions were taken.</p>	<p>BOR members were asked to follow-up with their PRNs following this meeting and prior to the Oct meeting in preparation for future reports and consideration of any issues raised by PRNs.</p>
<p>REPORTS</p> <ul style="list-style-type: none"> • Education and Meetings (pg 284) • Publications Projects (pg 336) • Membership Development (pg 338) • Leadership Development Program (pg 376) 	<p>Nancy reviewed the quarterly report of educational activities.</p> <p>Nancy reported on publications added to the bookstore and in development by the College.</p> <p>Nancy provided an overview of current membership data and member development activities.</p> <p>Marcia Buck presented a draft of the ACCP Professional Leadership Development Program.</p>	<p>No BOR action was needed.</p> <p>No BOR action was required.</p> <p>No BOR action was needed.</p> <p>BOR members provided feedback on the draft and asked clarifying questions.</p>	<p>Nancy addressed questions regarding the general process for development of new ACCP publications.</p> <p>Marcia emphasized the program's focus on early leadership development.</p>
<p>D/E/I SURVEY RESULTS: PRELIMINARY REPORT</p>	<p>Amie Brooks provided a preliminary review of the DEI member survey results.</p>	<p>No BOR action was taken.</p>	<p>Board members were encouraged to review the comprehensive report provided by e-mail and to send comments to Amie.</p>
<p>BOARD DEVELOPMENT: INCLUSIVE LEADERSHIP</p>	<p>Small group breakouts and large group discussions focused on Jennifer Brown's <u>How to be an Inclusive Leader</u>, chapter 4, "Active."</p>		<p>This was part 4 of a multi-segment board development process that was initiated in October 2020.</p>
<p>ADJOURN</p>		<p>Day 1 of the BOR meeting was adjourned at 5:06 p.m. EDT by Jimmi.</p>	

JULY 30, 2021

AGENDA ITEM	DISCUSSION	ACTION	COMMENTS
CALL TO ORDER		Jimmi Hatton Kolpek called Day 2 of the board meeting to order at 11:01 a.m. EDT.	
REPORTS (cont) <ul style="list-style-type: none"> • <i>Professional and Government Affairs Highlights (pg 369)</i> • <i>ACCP-PAC (pg 377)</i> • <i>ACCP Policy/Position History, Part 1</i> 	<p>Kathy Pham summarized government affairs activities over the past quarter and invited questions and comments from the BOR. Marcia provided comments on professional affairs activities.</p> <p>John McGlew presented the quarterly PAC report.</p> <p>John provided an overview of legislative, and advocacy plans from the College.</p>	<p>No BOR action was needed.</p> <p>No BOR action was needed.</p> <p>No BOR action was required. Part 2 of this presentation will be scheduled for September and delivered via Zoom videoconference.</p>	<p>The advocacy session planned for the upcoming Annual Meeting was noted. Kathy also highlighted the upcoming GTMRx webinar on September 16, "Alternate Payment Approaches for Advancing CMM." She will send the webinar link to the BOR when it's available.</p> <p>Additional information on the advocacy and communications platform can be found at: ACCP Advocacy Platform.</p>
BOARD DEVELOPMENT: DIVERSITY, EQUITY, AND INCLUSION	The board and staff engaged in DEI education with consultants from Ameli Global Partnerships, focused on unconscious bias, inclusive leadership and microaggressions.		
REPORTS (cont) <ul style="list-style-type: none"> • <i>Foundation (pg 378)</i> • <i>PPI BOD (pg 382)</i> 	<p>Sheldon Holston reported on Foundation activities (including the MeRIT/FIT programs and Futures grants) and the virtual poster symposium. He noted that development of the next Foundation strategic plan will begin in August.</p> <p>Lari Cavallari provided an update on PPI. <i>Pharmacotherapy's</i> impact factor has increased to 4.705 and themed issues are planned for future published. Monthly <i>JACCP</i> submissions and downloads continue to increase. Lari also</p>	<p>The Foundation Director's Quarterly report was reviewed and received (Clements/McBane).</p> <p>No BOR action was needed.</p>	<p>BOR members were encouraged to donate to the Foundation. In past years, the Foundation has had 100% BOR participation in this regard.</p>

	gave an update on the status of the MedLine application for <i>JACCP</i> .		
DRAFT 2022 THEME OF THE YEAR (pg 386) 2022 Draft Committee Charges (pg. 386)	Leigh Ann Ross discussed her theme for next year. She will focus on partnerships, collaboration, practice, quality standards and excellence. Leadership and advocacy will be core values, promoting the courage to lead while remaining responsive to the membership.	The BOR provided feedback and comments on the draft of charges for the 2022 ACCP Committees and Task Forces.	
REPORTS (cont) <ul style="list-style-type: none"> • International Programs • President's Report • Executive Director's Report 	<p>Wafa Dahdal reported on international activities.</p> <p>Jimmi summarized her presidential activities over the past quarter and welcomed questions and comments from the BOR. Highlights from previously held and attended meetings (CCP, JCPP, NASPA) were shared.</p> <p>Mike commented on future Zoom meeting on ACCP Policy Part 2 and called attention to the strategic plan monitoring form on page 433 of the meeting packet.</p>	No BOR action was needed.	
ROUNDTABLE DISCUSSION	Jimmi opened the floor for comments/updates from individual BOR members.		
ADJOURN		Jimmi adjourned the meeting at 5:13 p.m. EDT.	

Respectfully submitted,

Jennifer Clements, ACCP Secretary

FUTURE MEETINGS:

Fall 2021: ~~Phoenix, AZ~~ (2021 ACCP Annual Meeting – **now rescheduled as all-virtual**)

Thursday, October 14: BOR Meeting, 10:00 a.m. – 5:00 p.m. CDT **via Zoom**

Friday, October 15: BOR Mtg, 10:00 a.m. –1:00 p.m. CDT; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m. CDT. **All via Zoom**

Winter 2022: TBD

Wednesday, January 26: BOR arrival; no board activities scheduled

Thursday, January 27: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, January 28: BOR Meeting, 8:00 a.m. – 3:00 p.m.

Spring 2022: TBD (ACCP Spring Meeting)

Dates TBD

Summer 2022 Executive Committee Meeting: Lenexa, KS

Wednesday, June 8: Exec Comm Meeting, 1:30 – 5:00 p.m. (arrive in a.m. on June 8)

Thursday, June 9: Exec Comm Meeting, 8:00 a.m. – 3:00 p.m.

Summer 2022: TBD

New BOR mbrs/Presidential officers arrive July 27 p.m. (Other BOR mbrs arrive July 28 a.m.)

Thursday, July 28: New BOR Mbr Orientation, 8:00 a.m. – 12:00 p.m. (New BOR mbrs only)

Thursday, July 28: BOR Development/Planning, 1:00 – 5:00 p.m. (arrival in a.m.)

Friday, July 29: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Saturday, July 30: BOR Meeting, 8:00 a.m. – 2:00 p.m.

Fall 2022: San Francisco, CA (2022 ACCP Global Conference on Clinical Pharmacy)

Wednesday, October 12: BOR arrival; no board activities scheduled

Thursday, October 13: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, October 14: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.