

ACCP Board of Regents Meeting Minutes
April 21-22, 2022
University of Health Sciences and Pharmacy in St. Louis, MO
(Approved July 28, 2022)

BOR Present: Leigh Ann Ross, President; Elizabeth Farrington, President-Elect; Jimmy Hatton Kolpek, Past President; Melissa Blair, Treasurer; Jennifer Clements, Secretary; Lari Cavallari, Regent; Tyree Kiser, Regent; Keith Olsen, Regent; Mary Parker, Regent; Beth Phillips, Regent.

Staff Present: Amie Brooks, Director of Strategic Initiatives; Marcia Buck, Director of Clinical Practice Advancement; Joanna Gillette, Director of Professional Development, Marketing, and Communications; Sheldon Holstad, Associate Executive Director and Director of the ACCP Foundation; Michael Maddux, Executive Director; John McGlew, Director of Government Affairs; Kathy Pham, Director of Policy and Professional Affairs; Jon Poynter, Director of Member Services; Keri Sims, Director of ACCP Career Development Programs and PPI Operations.

Guests via Zoom on April 21: Katherine Capps, Chief Executive Officer of GTMRx (virtual, April 21); Ed Webb – GTMRx Board Representative for ACCP and GTMRx Treasurer.

AGENDA ITEM	DISCUSSION	ACTION	COMMENTS
April 21, 2022 – DAY 1			
CALL TO ORDER		Leigh Ann Ross called Day 1 of the board meeting to order at 8:01 a.m. CDT.	
CONFLICT OF INTEREST (pg 6)		Mike Maddux called the board's attention to the ACCP conflict of interest policy and disclosure statement. Mike also provided other information regarding Day 1 and 2 of the board meeting.	
REVIEW AND APPROVAL OF MEETING MINUTES (pg 7)	Jennifer Clements asked the board to identify any errors or omissions in the minutes from the last board meeting.	The minutes of the January 27-28, 2022, meeting were approved as written. (Farrington/Blair).	Minutes will be posted in the governance section of the ACCP website.

<p>TREASURER'S REPORT</p> <ul style="list-style-type: none"> • 2022 YTD Balance Sheet and Operations Budget (pg 15) • 2022 YTD Profit Centers Report (pg 21) • 2022 YTD Long-Term Investment Report (pg 22) • Total Assets and Investments Report (pg 23) 	<p>Melissa Blair presented the year-to-date (3/31/2022) balance sheet and operating budget summary. Melissa also provided an overview of the year-to-date operating budget summary for total revenues and operating expenses, representing the first quarter of 2022. Mike provided additional information about PRN accounts and membership dues.</p> <p>Melissa reviewed the year-to-date (3/31/2022) profit centers report with comparison to previous years.</p> <p>Melissa presented the long-term investment report for the end of the first quarter of 2022. The report reflected overall market performance during this time.</p> <p>Melissa reviewed the total assets and investments report for 2022 in comparison to 2011-2021.</p>	<p>The 2022 YTD balance sheet and operations budget were received (Farrington/Hatton Kolpek).</p> <p>The BOR received the 2022 YTD profit centers report (Farrington/Parker).</p> <p>The 2022 YTD long-term investment report was received (Kiser/Parker).</p> <p>The BOR received the Total Assets and Investments report (Clements/Farrington).</p>	<p>Questions were addressed regarding individual line items from the operating budget.</p>
<p>COMMITTEE AND TASK FORCE REPORTS</p> <ul style="list-style-type: none"> • Committee and Task Force Consent Agenda (pg 24) • Awards (pg 25) 	<p>Leigh Ann asked board members to identify reports for action via the consent agenda.</p> <p>Ty Kiser provided an overview from the Awards Committee report. He also mentioned how the committee reviewed nominations and developed its recommendations. The Board discussed strategies and opportunities for future evaluation of awards.</p> <p>Mary Parker provided an update on behalf of the Clinical Practice Affairs Committee A. The</p>	<p>The following reports were approved on the consent agenda (Farrington/Parker):</p> <ul style="list-style-type: none"> • Credentials: FCCP • Credentials: Membership • Educational Affairs A • Nominations • Resident Advisory <p>The report was approved (Parker/Farrington).</p> <p>No board action required.</p>	<p>The Board was reviewed ACCP COI policy preventing board members submission of supporting letters and nominations for ACCP awards.</p>

<ul style="list-style-type: none"> • Clinical Practice Affairs A (pg 58) 	<p>committee's work is on track with planned white paper review by the Board liaison and co-reviewer (Kiser).</p>		<p>Mary thanked Jon Poynter for his assistance in sending the committee's Redcap survey to membership and compiling the results for the committee.</p>
<ul style="list-style-type: none"> • Clinical Practice Affairs B (pg 59) 	<p>Leigh Ann provided an update on the progress of the Clinical Practice Affairs Committee B white paper. A draft of the paper is now available for review by the Board liaison and co-reviewer (Farrington).</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> • Educational Affairs B (pg 95) 	<p>On behalf of Sharon See, Leigh Ann provided an overview of the Member Relations Committee's progress to date. Its white paper is expected to be available soon for review by the Board liaison and co-reviewer (Parker).</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> • Member Relations (pg 96) 	<p>Jimmi Hatton Kolpek provided an update on the work of the Member Relations Committee. She summarized the progress and proposed initiatives on pending changes from three subgroups (social media/external; face-to-face; resources). The Board provided feedback as per the Committee's request.</p>	<p>The report was received with feedback (Parker/Farrington).</p>	
<ul style="list-style-type: none"> • Publications (pg 99) 	<p>Kathy Pham reviewed current progress of the Publications Committee. A draft will of the committee's white paper will be available soon for review by the Board liaison and co-reviewer (Blair).</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> • Research Affairs (pg 100) 	<p>Elizabeth Farrington reviewed the status of the commentary from the Research Affairs committee. A draft of the paper will be provided soon for review by Board liaison and co-reviewer (Hatton Kolpek).</p>	<p>The report was received with board member comments (Farrington/Phillips).</p>	
<ul style="list-style-type: none"> • National Student Network Advisory (pg 101) 	<p>Mike provided an overview of the work of the National Student Network Advisory and called attention to those items needing feedback. The Board provided general comments on the videos and scripts from the advisory group.</p>	<p>The report was approved (Farrington/Hatton Kolpek).</p>	<p>The National Student Network Advisory group was commended on their work. Additional information about graduation cords was provided by Jon Poynter.</p>
	<p>Jennifer reviewed the current progress of the Task Force on Career Transitions and answered follow-up questions from the Board. The Board provided</p>	<p>The report was received with feedback (Farrington/Parker).</p>	

<ul style="list-style-type: none"> • Task Force on Career Transitions (pg 133) • Task Force on DEI (pg 158) • Task Force on Residency Training (pg 174) • Task Force on Treatment Guidelines (pg 176) 	<p>suggestions and addressed the questions posed by the Task Force.</p> <p>Amie Brooks provided background on the Task Force’s report. She shared an update on proposed revision to the PRN handbook section on speaker selection/programming; proposed procedures for the Nominations Committees; proposed annual reporting process to promote diversity and inclusion among nominees of elected office; changes to membership application; and suggested language to update ACCP’s bylaws.</p> <p>Beth Phillips summarized the progress of the Residency Training Task Force. A draft of its commentary will be review by the Board liaison and co-reviewer (Olsen).</p> <p>Marcia Buck reported on the progress of the Task Force on Treatment Guidelines. All sections have the white paper have been completed with revisions by Chair and Vice-Chair. A draft will soon be available for review by Board liaison and co-reviewer (Cavallari).</p>	<p>The report was received with feedback (Parker/Blair).</p> <p>No board action required.</p> <p>No board action required.</p>	<p>The Task Force was commended on their comprehensive report.</p> <p>The updated language to the bylaws will be forwarded to the Organizational Affairs Committee for development.</p>
<p>GTMRx Institute Strategic Presentation and Discussion on the Future of the GTMRx Institute (pg 177)</p>	<p>Katherine Capps presented information for a strategic discussion on the future of the Get the Medications Right (GTMRx) Institute. Ed Webb and Katherine answered questions from the Board regarding vision and collaborative relationships.</p>	<p>The Board approved ACCP’s continued participation as a founding funding member of the GTMRx board through June 2023 (Olsen/Blair).</p>	
<p>OLD BUSINESS</p> <ul style="list-style-type: none"> • Old Business Consent Agenda (pg 213) • Code of Conduct Status Report 	<p>Leigh Ann asked board members to identify any old business items for action via the consent agenda.</p> <p>Mike provided a status report to the board regarding items relevant to the code of conduct.</p>	<p>The following reports were received via the consent agenda (Farrington/Hatton Kolpek):</p> <ul style="list-style-type: none"> • Status of Pending Committee and Task Force Papers • BOR action “Beyond Provider Status” Global Conference Session • BOR action on 2022 Research Affairs Committee Outline <p>The Board received the report.</p>	

<p>NEW BUSINESS</p> <ul style="list-style-type: none"> • <i>New Business Consent Agenda (pg 218)</i> • <i>2022 Parker Medal Committee Report (pg 219)</i> • <i>Executive Committee Recommendations on Elenbaas/Webb Awards (email)</i> 	<p>Leigh Ann asked board members to identify any new business items for action via the consent agenda.</p> <p>Jon Poynter provided an update on the committee's recommendations for the Parker Medal, including changes to the scoring and nominations/evaluations process.</p> <p>Leigh Ann provided an update from the Executive Committee on the 2022 Robert M. Elenbaas Service and C. Edwin Webb Professional Advocacy awards. Questions and comments were welcomed from board members.</p>	<p>The following reports were approved on the consent agenda (Parker/Kiser):</p> <ul style="list-style-type: none"> • COC Report • March 4 BOR Action on Support for ECAPS Act <p>The 2022 Parker Medal Committee report was received (Blair/Farrington).</p> <p>The recommendations from the Executive Committee regarding conferring the 2022 Robert M. Elenbaas Service and C. Edwin Webb Professional Advocacy award were approved (Parker/Kiser).</p>	<p>The BOR agreed with the committee's recommendations regarding the evaluation/scoring, nomination form changes, and selection process. Jon Poynter will move forward to implement these changes for the 2022-2023 nominations cycle.</p>
<p>REPORTS</p> <ul style="list-style-type: none"> • <i>Membership Development Report (pg 230)</i> • <i>ACCP Foundation Report (pg 266)</i> • <i>Professional Development Report (pg 268)</i> 	<p>Jon Poynter presented current membership data and member development activities. He also provided insight into membership trends among postgraduate trainees and student members. Keri provided details on the 2022 spring "<i>Emerge from the Crowd...</i>" programming (scheduled on 4/23/2022). She also provided an update on <i>Emerge</i> programming for targeted schools and colleges of pharmacy with assistance from the Resident Advisory Committee.</p> <p>Sheldon Holstad reported on the Foundation's activities over the past quarter. He commented on the trends in the virtual poster submissions. Sheldon presented the BOT-approved 2022 ACCP Foundation Operations budget for BOR approval. The new Foundation strategic plan is in the final stages of preparation and anticipated to be approved by the BOT in May 2022.</p> <p>Joanna Gillette provided an update on the 2022 spring forum. She also provided an update on</p>	<p>No board action required.</p> <p>The ACCP Foundation report was approved (Blair/Farrington).</p> <p>No board action required.</p>	<p>Board members were encouraged to donate to the Foundation as donations can be made at any time.</p>

<ul style="list-style-type: none"> • Pharmacotherapy BOD Report (pg 279) • PPI 2022 Operating Budgets (pg 282) 	<p>pending, in-development, and newly released educational programs .</p> <p>Lari provided a report on PPI, including updates for JACCP and <i>Pharmacotherapy</i> and metrics for both journals. She also highlighted upcoming themed issues for JACCP and in-progress consensus recommendation papers.</p> <p>Mike presented the PPI 2022 operating budget as approved by the BOD.</p>	<p>No board action required.</p> <p>The 2022 PPI operations budget was approved (Parker/Farrington).</p>	<p>Refer to Jerry Bauman’s piece in the March 2022 ACCP Report on improving the quality of clinical pharmacy practice research.</p>
<p>PRN Liaison Reports (pg 284)</p>	<p>Board members shared information from the following PRNs:</p> <ul style="list-style-type: none"> • Ambulatory Care • Community-based Pharmacy • Drug Information • GI/Liver/Nutrition • Health Equity • Health Outcomes • HIV • Nephrology • Pharmaceutical Industry 		<p>Board members are asked to reach out to PRNs prior to the July 2022 meeting to identify potential future items for BOR discussion and/or feedback.</p>
<p>ADJOURN</p>		<p>Day 1 of the BOR meeting was adjourned at 4:50 p.m. CDT by Leigh Ann.</p>	
<p>APRIL 22, 2022 – DAY 2</p>			
<p>CALL TO ORDER</p>		<p>Leigh Ann called Day 2 of the board meeting to order at 8:00 a.m. CDT.</p>	
<p>EXECUTIVE SESSION</p>	<p>Mike provided an update regarding staff, headquarters, and educational programming. He welcomed questions and comments from board members.</p>	<p>No board action required.</p>	
<p>BOARD DEVELOPMENT</p>	<p>The board and staff engaged in Part 2 of its discussion and analysis of the monograph “Defining the ACCP Flywheel,” by James Collins.</p>		<p>The board will complete Part 3: Sustaining, Renewing, and Extending the Flywheel at its July meeting.</p>
<p>REPORTS (continued)</p> <ul style="list-style-type: none"> • Professional and Government 	<p>Kathy, Marcia, Amie, and John McGlew summarized government and professional affairs</p>	<p>No board action required.</p>	<p>The Board applauded the additional/new member</p>

<p>Affairs Report (pg 309)</p> <ul style="list-style-type: none"> • ACCP-PAC Reports (pg 319) • Career Center (pg 320) • President's Report (pg 321) • Executive Director's Report 	<p>activities over the past quarter and invited questions and comments from board members.</p> <p>John presented the quarterly PAC report and highlighted government affairs activities, including current advocacy initiatives.</p> <p>Keri reported on the trends and activities of the Career Center.</p> <p>Leigh Ann summarized presidential activities over the past quarter and welcomed questions and comments from board members. Her report included activities at meetings of CCP, JCPP, University of Mississippi, APhA, and ASAE.</p> <p>Mike provided updates on JCPP and the upcoming ACCP election. He welcomed questions and comments from board members.</p>	<p>No board action required.</p> <p>No board action required.</p> <p>No board action required.</p> <p>No board action required.</p>	<p>communications on Government Affairs activities.</p>
<p>DISCUSSION</p> <ul style="list-style-type: none"> • Horizon Issues and Future Agenda Items (pg 335) 	<p>The Board re-visited the current ACCP strategic plan and identified emerging or "horizon" issues of strategic importance.</p>	<p>.</p>	
<p>ROUNDTABLE DISCUSSION</p>	<p>Leigh Ann opened the floor for comments and updates from individual board members. The BOR performed its usual de-brief on the qualitative aspects of the meeting. Leigh Ann requested submission of suggested agenda items for future board meetings.</p>		
<p>ADJOURN</p>		<p>Leigh Ann adjourned the meeting at 1:57 p.m. CDT.</p>	

Respectfully submitted,

Jennifer Clements, ACCP Secretary

FUTURE MEETING DATES:

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.

Winter 2023: TBD

Tuesday, February 7: BOR arrival; no board activities scheduled

Wednesday, February 8: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Thursday, February 9: BOR Meeting, 8:00 a.m. – 3:00 p.m.

Spring 2023: TBD

Dates TBD

Summer 2023 Executive Committee Meeting: Lenexa, KS

Tuesday, June 20: Exec Comm Meeting, 1:30 – 5:00 p.m. (arrive in a.m. on June 20)

Wednesday, June 21: Exec Comm Meeting, 8:00 a.m. – 3:00 p.m.

Summer 2023: TBD

New BOR mbrs/presidential officers arrive July 31 p.m. (Other BOR mbrs arrive Aug 1 a.m.)

Tuesday, Aug 1: New BOR Mbr Orientation, 8:00 a.m. – 12:00 p.m. (New BOR mbrs only)

Tuesday, Aug 1: BOR Development/Planning, 1:00 – 5:00 p.m. (arrival in a.m.)

Wednesday, Aug 2: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Thursday, Aug 3: BOR Meeting, 8:00 a.m. – 2:00 p.m.

Fall 2023: Dallas, TX (2023 ACCP Annual Meeting)

Wednesday, November 8: BOR arrival; no board activities scheduled

Thursday, November 9: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, November 10: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.

Fall 2024: Phoenix, AZ (2024 ACCP Annual Meeting)

Wednesday, October 9: BOR arrival; no board activities scheduled

Thursday, October 10: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, October 11: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.