

ACCP Board of Regents Meeting Minutes
February 19-20, 2025
Residence Inn/Embassy Suites Kansas City Airport
Kansas City, MO

BOR Present: Jo Ellen Rodgers, President; Denise Rhoney, President-Elect; Brian Hemstreet, Past President; Kayla Stover, Secretary; John Allen, Treasurer; Melissa Badowski, Regent; Deb Bondi, Regent; Shannon Finks, Regent; Candice Garwood, Regent; Sandra Kane-Gill, Regent; Hanna Phan, Regent.

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

Guests: None.

AGENDA ITEM	DISCUSSION	ACTION	COMMENTS
FEBRUARY 19, 2025 – DAY 1			
CALL TO ORDER		Jo Ellen Rodgers called Day 1 of the board meeting to order at 8:06 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.	
ACCP VALUE FILTERS (pg. 7)		Amie Brooks and Marcia Buck highlighted the ACCP Value filters and asked BOR members to apply them during the meeting to board decision-making, as appropriate.	
REVIEW AND APPROVAL OF MEETING MINUTES (pg. 8)	Kayla Stover asked the board to identify any errors or omissions in the minutes from the last board meeting.	The minutes of the October 10-11, 2024 meeting were approved as written (Finks/Badowski).	The minutes will be posted to the governance section of the ACCP website.

TREASURER'S REPORT <ul style="list-style-type: none"> • 2024 year-end Balance Sheet and Operations budget (pg. 19) • 2024 Profit Centers Report (pg. 30) • Executive Committee Action on proposed 2025 Operations and Capital Expense Budgets (pg. 58) • Proposed 2025 Capital Expense Budget (pg. 60) • 2024 Year-end LTI Report (pg. 61) • Year-End Total Assets and Investments Report (pg. 62) 	<p>Mike Maddux presented the year-end (12/31/2024) balance sheet and highlighted changes from the last quarter of 2024. He also provided an overview of the year-end operating budget.</p> <p>Mike provided a detailed overview of the 2024 profit centers report, including comparisons to the previous 3 years.</p> <p>Mike summarized the Jan 28 Executive Committee's actions and presented the proposed 2025 operations budget.</p> <p>Mike presented the proposed 2025 capital expense budget.</p> <p>Mike reviewed the 2024 year-end LTI report.</p> <p>Mike provided an overview of total assets and investments.</p>	<p>The 2024 year-end balance sheet and operations budget were reviewed and received (Badowski/Phan).</p> <p>The 2024 profit centers report was reviewed and received (Badowski/Kane-Gill).</p> <p>The minutes of the January 28, 2025 Executive Committee meeting were ratified (Phan/Bondi) and the 2025 operations budget was approved (Finks/Phan).</p> <p>The 2025 capital expense budget was approved with date revisions (Bondi/Phan).</p> <p>The LTI report was reviewed and received (Badowski/Phan).</p> <p>The total assets and investments report was reviewed and received (Rhoney/Badowski).</p>	<p>Questions were addressed and individual items from the Treasurer's report were clarified.</p>
EXECUTIVE SESSION	<p>The BOR met in executive session.</p>	<p>The board acted on the 2025 staff incentive plan and distribution of net operating revenues in executive session (Finks/Phan).</p>	

COMMITTEE AND TASK FORCE REPORTS <ul style="list-style-type: none"> Committee and Task Force Consent Agenda (pg. 63) 	<p>Jo Ellen Rodgers asked board members to identify reports for action via the consent agenda.</p>	<p>The following reports were approved on the consent agenda (Badowski/Phan):</p> <ul style="list-style-type: none"> Approve: Credentials: Membership (pg. 106) Receive: National Student Network Advisory (pg. 223) 	
<ul style="list-style-type: none"> Certification Affairs (pg. 64) 	<p>Melissa Badowski provided an update on behalf of the Certification Affairs Committee and an overview of the committee's recommended actions for the Board.</p>	<p>The report was approved (Bondi/Phan). Brian Hemstreet will serve as co-reviewer of the toolkit.</p>	<p>In cases where BOR feedback was provided, the committee or task force secretary/liaison will communicate details of the feedback to the respective committee/task force.</p>
<ul style="list-style-type: none"> Clinical Practice Affairs (pg. 65) 	<p>Kayla Stover provided an update on behalf of the Clinical Practice Affairs Committee.</p>	<p>The committee's white paper outline was approved with feedback (Rhoney/Garwood). John Allen will serve as co-reviewer of the paper.</p>	
<ul style="list-style-type: none"> Credentials: FCCP (pg. 69) 	<p>Hanna Phan provided an overview of the current progress of the Credentials: FCCP Committee.</p>	<p>The recommendations for RPD/RPC/precepting in the FCCP application were approved with feedback (Kane-Gill/Rhoney). The Board suggests that wording on items 1,2, and 4 of the application may need updating to reflect opportunities for inclusion of residency involvement.</p> <p>A suggestion for DFCCP was provided for committee consideration (Garwood/Finks).</p>	
<ul style="list-style-type: none"> DEIA (pg. 133) 	<p>Amie Brooks provided an update from the DEIA committee.</p>	<p>The request for a meeting time at the Annual Meeting for affinity groups was approved (Bondi/Badowski).</p> <p>The revisions for the DEIA Travel Awards were approved (Stover/Badowski).</p> <p>Suggestions regarding the ACCP Member Spotlight were provided to the committee.</p>	
<ul style="list-style-type: none"> Educational Affairs (pg. 144) 	<p>Brian Hemstreet reviewed the current progress of the Educational Affairs Committee.</p>	<p>The outline was approved with feedback (Stover/Bondi). Melissa will serve as co-reviewer.</p>	

<ul style="list-style-type: none"> • Industry Relations (pg. 151) 	Jo Ellen Rodgers reviewed the Industry Relations Committee's progress to date.	The outline was approved with feedback (Bondi/Phan). Candice Garwood will serve as co-reviewer.	
<ul style="list-style-type: none"> • Member Relations (pg. 169) 	Shannon Finks reviewed the Member Relations Committee's progress to date.	Feedback was provided to the committee.	
<ul style="list-style-type: none"> • Nominations (pg. 179) 	Candice reviewed the Nominations Committee's progress to date.	No board action taken.	
<ul style="list-style-type: none"> • Public and Professional Relations (pg. 180) 	John Allen reviewed the Public and Professional Relations Committee's progress to date on white paper development.	The white paper outline was approved with feedback (Phan/Badowski). Deb Bondi will serve as co-reviewer for the paper.	
<ul style="list-style-type: none"> • Publications (pg. 181) 	Denise Rhoney updated the Board on the current progress of the Publications Committee commentary.	Feedback on the committee's report/requests was provided. Sandy Kane-Gill will serve as co-reviewer for the commentary.	
<ul style="list-style-type: none"> • Research Affairs (pg. 191) 	Sandy updated the Board on the current progress of the Research Affairs Committee to-date.	The report was approved with feedback (Bondi/Badowski).	
<ul style="list-style-type: none"> • Research Fellowship Program Review (pg. 219) 	Sheldon Holstad provided an update on the Research Fellowship Program Review.	No board action required.	
<ul style="list-style-type: none"> • Resident Advisory Committee (pg. 225) 	Keri Sims provided an update on behalf of the Residency Advisory Committee and an overview of the committee's recommended actions for the Board.	Feedback was provided to the committee.	
<ul style="list-style-type: none"> • Task Force on Mental Health Therapeutics (pg. 231) 	Kathy Pham provided an update on the progress from the Task Force on Mental Health Therapeutics.	Feedback was provided to the committee.	
REPORTS <ul style="list-style-type: none"> • Professional Development Report on Education and Meetings (pg. 238) 	Joanna provided an update on the 2024 Annual Meeting outcomes. She also updated the board on ACCP educational efforts, including recertification programs and webinars.	No board action required.	

<ul style="list-style-type: none"> • Professional Development Report on Publications (pg. 281) 	<p>Joanna reviewed ACCP publishing activities and reported on new offerings and those in development.</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> • Membership Development Report (283) • ACCP Foundation Report (pg. 301) • Foundation Director's Report (301) • PPI BOD Report (pg. 305) 	<p>Jon Poynter presented current membership data, trends, and member development activities. He also provided insights into trends across all membership types and the uptake of member benefits. Jon introduced a new BOR member membership recruitment challenge, an initiative designed to directly engage board members in new member recruitment.</p> <p>Sheldon and Keri reported on the Foundation's activities over the past quarter. Plans for the Foundation board meeting were shared.</p> <p>Sheldon presented the 2024 Director's Report.</p> <p>Candice and Keri provided a report on PPI, JACCP, and <i>Pharmacotherapy</i>, including submissions, downloads, upcoming themed issues, and forthcoming consensus recommendations. They commented on the status of the Medline JACCP indexing application.</p>	<p>No board action required.</p> <p>The report was received (Rhoney/Badowski).</p> <p>The report was received (Phan/Badowski).</p>	<p>Jon will follow-up after the BOR meeting with more details regarding the BOR recruitment challenge.</p> <p>Board members were encouraged to donate to the Foundation.</p>
<ul style="list-style-type: none"> • Emerge and Career Center Reports (pg. 308) 	<p>Keri provided details and updates on "Emerge from the Crowd" and "Emerge First" programming. She also reported on the trends and activities of the Career Center.</p>	<p>No Board action required.</p>	

OLD BUSINESS <ul style="list-style-type: none"> <i>Old Business Consent Agenda (pg. 312)</i> 	<p>Jo Ellen asked board members to identify any old business items for action via the consent agenda.</p>	<p>The following action was taken via the consent agenda (Hemstreet/Badowski):</p> <ul style="list-style-type: none"> Receive: Status of Pending Committee & Task Force Papers (pg. 313) 	
<ul style="list-style-type: none"> <i>Code of Conduct Status Report</i> 	<p>Mike provided a status report to the board regarding any communications received relevant to the code of conduct.</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> <i>2025 Annual Meeting Keynote Selection</i> 	<p>Joanna confirmed plans for the 2025 Annual Meeting Keynote Speaker.</p>	<p>No board action required.</p>	
NEW BUSINESS <ul style="list-style-type: none"> <i>New Business Consent Agenda (pg. 315)</i> 	<p>Jo Ellen asked board members to identify any new business items for action via the consent agenda.</p>	<p>The following actions were taken via the consent agenda (Bondi/Badowski):</p> <ul style="list-style-type: none"> Ratify: 2024 Public & Prof Relations Comm Commentary (pg. 316) Ratify: 2024 Educational Affairs Comm Commentary (pg. 317) Ratify: Integration of Clin Phcsts with ICU Teams paper (pg. 318) Ratify: AHA/ACC Chronic Coronary Disease Measures (pg. 319) Ratify: BOR Education Committee Actions (pg. 320) Approve: Updated Commercial Support Policy (pg. 437) 	
<ul style="list-style-type: none"> Am Dental Assoc Pain Guidelines (pg. 368) 	<p>Marcia Buck provided context for the American Dental Association Pain Guidelines.</p>	<p>No board action required.</p>	
<ul style="list-style-type: none"> Feedback: APLD Capstone Group Reports (pg. 408) 	<p>Marcia updated the board on APLD capstone group progress.</p>		<p>Board members were asked to provide feedback on the APLD projects directly to project mentors.</p>

ADJOURN		Day 1 of the BOR meeting was adjourned at 5:05 p.m. CDT by Jo Ellen.	
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FEBRUARY 20, 2025 – DAY 2			
EXECUTIVE SESSION	Jo Ellen convened a scheduled executive session at 7:50 a.m.	No action was taken. Executive session was adjourned at 9:04 a.m. CDT.	
CALL TO ORDER		Jo Ellen called Day 2 of the board meeting to order at 9:10 a.m.	
PRN LIAISON REPORT	Board members shared information from the following PRNs: <ul style="list-style-type: none"> • Adult Medicine • Ambulatory Care • Cardiology • Central Nervous System • Clinical Administration • Community-Based • Critical Care • Drug Information • Education and Training • Emergency Medicine • Endocrinology and Metabolism • Geriatrics • GI/Liver/Nutrition • Global Health • Health Equity • Health Outcomes • Hematology/Oncology • HIV • Infectious Diseases • Nephrology • Pain and Palliative Care • Pediatrics • Peri-Operative Care • Pharmaceutical Industry • Pharmacokinetics/Dynamics/Genomics • Pulmonary • Transplant • Women's Health 	ACCP staff will follow-up on questions/suggestions.	Board members were asked to follow-up with PRNs prior to the May meeting to identify potential future BOR agenda items.

REPORTS			
<ul style="list-style-type: none"> Professional and Gov't Affairs Report (pg. 448) 	Kathy, Amie, and John McGlew summarized policy and professional affairs work, advocacy initiatives, practice advancement activities, and strategic initiatives over the past quarter. Comments were welcomed and questions were addressed.	No board action required.	
<ul style="list-style-type: none"> ACCP-PAC Report (pg. 456) 	John McGlew presented the quarterly PAC report and highlighted government affairs activities, including current advocacy initiatives.	No board action required.	
<ul style="list-style-type: none"> President's Report (pg. 499) 	Jo Ellen summarized presidential activities over the past quarter and welcomed questions and comments from the Board. The President's report included updates on the JCPP, CCP, and ASAE CEOs meetings.	No Board action required.	
<ul style="list-style-type: none"> Town Hall De-Brief 	The BOR discussed perceptions from the winter town hall and planned activities for future virtual town hall sessions.		
<ul style="list-style-type: none"> Executive Director's Report (pg. 518) 	Mike provided updates to ACCP's year-end report, GTMRx, and the exhibit at the ASHP mid-year clinical meeting.	No board action required.	
ROUNDTABLE DISCUSSION	Jo Ellen 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.		Jo Ellen requested submission of suggested agenda items for future board meetings.
ADJOURN		Jo Ellen adjourned the meeting at 2:03 p.m. CDT.	

Respectfully submitted,

Kayla Stover, ACCP Secretary

FUTURE BOR MEETING DATES:

Spring 2025: Kansas City, MO

Tuesday, May 13: BOR arrival; no board activities scheduled

Wednesday, May 14: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Thursday, May 15: BOR Meeting, 8:00 a.m. – 3:00 p.m.

Summer 2025 Executive Committee Meeting: via Zoom

Wednesday, June 18: Exec Comm Meeting, 10:00 a.m. – 4:00 p.m. CDT

Summer 2025: Kansas City, MO

New BOR mbrs, presidents/officers, & staff arrive Sun, July 20 p.m. (Other BOR mbrs arrive July 21 a.m.)

Monday, July 21: New BOR Mbr Orientation, 8:00 a.m. – 12:00 p.m. (New BOR mbrs only)

Monday, July 21: BOR Development/Planning, 1:00 – 5:00 p.m. (arrival in a.m.)

Tuesday, July 22: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Wednesday, July 23: BOR Meeting, 8:00 a.m. – 2:30 p.m.

Fall 2025: Minneapolis, MN (2025 ACCP Annual Meeting)

Wednesday, October 15: BOR arrival; no board activities scheduled

Thursday, October 16: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, October 17: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.

Winter 2026: Location TBD

Tuesday, February 17: BOR arrival; no board activities scheduled

Wednesday, February 18: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Thursday, February 19: BOR Meeting, 8:00 a.m. – 3:00 p.m.

Spring 2026: Location TBD

Tuesday, May 12: BOR arrival; no board activities scheduled

Wednesday, May 13: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Thursday, May 14: BOR Meeting, 8:00 a.m. – 3:00 p.m.

Summer 2026 Executive Committee Meeting: Lenexa, KS

Tuesday, June 16: Exec Comm Meeting, 1:30 – 5:00 p.m. (arrive in a.m. on June 16)

Wednesday, June 17: Exec Comm Meeting, 8:00 a.m. – 3:00 p.m.

Summer 2026: Location TBD

New BOR mbrs, presidential officers, & staff arrive Mon, Jul 27 p.m. (Other BOR mbrs arrive Jul 28 a.m.)

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

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

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

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

Fall 2026: Salt Lake City, UT (2026 ACCP Annual Meeting)

Wednesday, October 14: BOR arrival; no board activities scheduled

Thursday, October 15: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, October 16: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.

Fall 2027: New York, NY (2027 ACCP Global Conference on Clinical Pharmacy)

Wednesday, October 13: BOR arrival; no board activities scheduled

Thursday, October 14: BOR Meeting, 8:00 a.m. – 5:00 p.m.

Friday, October 15: BOR Mtg, 8:00–1:00 p.m.; BOD-BOR-BOT Joint Mtg, 1:30 p.m.–4:30 p.m.