

# Membership Council Meeting Minutes

## 10/15/19

**In attendance:**

X	Emily Gray, Membership Council Co-Chair	
X	Deanna Moretz, Membership Council Co-Chair (minutes)	Stacey Barrett OSHP staff Victoria Wallace, OSHP president-elect
x	Junior Lyman- Northern Chapter Chair	
x	Long Trinh – Northern Chapter Chair -elect	
	Stacey Olstad- Inpatient Practitioners Section Chair	
	Doug Meyer, Technician Chapter advisor	
	Brandon Nuzie – Technician Chapter President	
	Rachel Proteau- OSU (P4- Membership coordinator for all OSU orgs)	
	Eric Schnebly - IRC	
	Edward Saito – Ambulatory Care Section Co-Leader	
	Madeline Fry – Ambulatory Care Section Co- Leader	
	Michelle Murray - Pharmacy Management Section Leader	
x	Pranesh Narayanaswami- Informatics, Technology & Research Section Co-Leader	
x	Jake McFarland - Informatics, Technology & Research Section Co-Leader	
x	Paige Russier -Pacific P1	
	Ruthie Nguyen– Southern Oregon Chapter-Elect	
	Jeff Lam- Committee Member	

1. Section Updates: Due to technical difficulties the meeting started almost 30 minutes late. Thanks to Jake for quickly organizing a teleconference at the last minute.
  - A. Informatics – Jake reported that organizing informatics section meetings is a challenge due to the separate interests amongst the Informatics group which include informatics, drug information, and research. Emily noted we may need to develop subsections for some of the larger sections. She will ask the OSHP board for ideas at the next board meeting.  
OSU Student Chapter -
  - B. Pacific Student Chapter- Paige said career fair went well – P3 membership drive wasn't as successful as hoped Ryan suggested P3 students may have auto-renewed. Emily will work with Stacey to identify students that should be contacted for renewal. The letter of intent seminar is scheduled for next week.
  - C. No reports from Ambulatory Care, Inpatient, Management or OSU Student Chapter.
  - D. Junior provided a report on Northern Chapter events:
    - a. The Mock Interview night is scheduled for next Thursday, 10/24 at Pacific University. So far, 17 students and 14 preceptors have registered. More preceptors are needed so the interviews can be conducted in a panel format. Please encourage pharmacists to help interview to make this a successful event.
    - b. Trivia Night event will take place in early 2020. Junior has been working with Kristy Butler to develop a list of trivia questions from previous events.
    - c. Waiting to hear if Cultural Care CE will be required by the Oregon Board of Pharmacy for the next renewal cycle. If not, then a law CE will be scheduled to support license renewal requirements.

- d. Emily will share membership recruitment materials with Junior for chapter events. Paige plans to bring any printed materials she has from the career fair to the Mock Interview night.

2. Discussion:

A. Follow-Up from September Meeting:

- Future MC meetings calendar invitations and use of google drive
- Renewal and lapsed member notifications
- Creation of a list serve for the membership council
- Active enrollment of Section at OSHP meetings.

B. Pacific P3 Renewals – see above

C.

D. Membership Council Letter Writing

- a. MC Chair outreach to expiring members. Andrew Gibler asked if the MC was doing telephonic individual outreach? Last year section leaders were tasked with section outreach. The ROI wasn't worth the time invested, so this task was scrapped.
- b. What is the best way to reach out to expired members? President transitioned to personal letters – close interpersonal touch is preferable.
- c. Emily and Deanna will be writing hand written notes for membership renewal

E. Membership exit survey created – currently being implemented – no data yet. Emily will follow up with Stacey for more details.

F. FOSHP nomination – deadline submission extended to the 21st of October.

G. Membership retention questions for the other state affiliate presidents? (Gibler)

- a. Andrew should ask what are others states doing for lapsed members – exit survey or outreach at the upcoming Presidential retreat.

H. Nomination for resident spotlight in October OSHP newsletter – Long recommended Riley Protz, the current PGY2 Administration resident at Providence.

I. Alternative meeting/teleconference info to avoid technical issues

J. Other ideas for shared document storage? Legacy cannot access google drive info