



## **MPhA PROFESSIONAL & ORGANIZATIONAL AFFAIRS COMMITTEE**

**June 12, 2019**

Submitted by: Lee Mork and Anita Sharma

**Board Liaison:**

Sarah Westberg

**SECTION I: 2018-2019 CHARGES:**

- Monitor & support the charges & work of the Member Engagement Subcommittee
- Monitor state agency activities pertaining to health reform to stay abreast of opportunities for pharmacists to provide input into policy decisions, and to identify new opportunities for pharmacists to advance patient care including but not limited to:
  - Pandemic Preparedness plan review and comments
  - Opioid Risk Mitigation, and Naloxone implementation provide input on potential grant to close gaps
- Identify professional issues that should be high priorities for MPhA in the short and long term and act to advance those priorities including but not limited to:
  - Medication repositories/recycling: advise on implementation strategy in the event legislation passes in 2019 session
  - Providing care to immigrant/refugee populations: review new MPhA policy and host discussion with author Megan Olander, Vu Ha and other student pharmacists and practitioners on potential implementation strategies
- Identify and recruit qualified candidates for appointments to vacancies on state agencies or regulatory bodies.
- Work to improve inter-professional communication and act on opportunities to participate/collaborate with other health care organizations to advance professional affairs.
  - Hold discussion on current MPhA initiatives and recommend potential new ones
- Review MPhA Policy Manual (at a minimum of every 3 years) for policies that should be archived. Last review was completed in June, 2017.
- Review recommendations from the Policy Manual Review Committee for updating and proposing new MPhA policies.
- Provide ideas to the Educational Committee co-chairs, please report to the incoming President in May as to whether you are willing to continue serving as co-chair and/or suggestions for co-chairs from your committee for the following year.
- Annual Report to the House of Delegates – June 12, 2019
- Advise Events Advisory Committee on topics to be included in MPhA educational conferences.

**SECTION II: DELIVERABLES/TIMELINE:**

- Committee co-chairs, please report to the incoming President in May as to whether you are willing to continue serving as co-chair and/or suggestions for co-chairs from your committee for the following year.
- Annual Report to the House of Delegates – June 12, 2019

**Member Engagement Subcommittee** (*reports to the Professional & Organizational Affairs Committee*)

**Co-Chairs:** Brittany Symonds and Kaylan Wilson

**Board Liaison:**

Tony Olson

**2018-2019 MEMBER ENGAGEMENT SUBCOMMITTEE CHARGES:**

- Review the current process for dues renewals, and correspondence to members related to their membership benefits on an annual basis each July.
- Work with staff to develop membership recruitment and retention plan, especially related to lapsing members on a monthly basis.
- Monitor membership reports and trends and make recommendations to the MPhA board of directors on actions to increase membership.
- Recommend individuals for Honorary Membership.
- Develop onboarding program to welcome new members and encourage involvement, provide opportunities to become engaged and involved.
- Develop and implement a strategy to expand Organizational Memberships including discussing “touch points” and a set of regular communications each year to these groups.
- Annual Report to the House of Delegates - May 3, 2019

**SECTION III: REPORT OF COMMITTEE ACTION AND PROGRESS ON DELIVERABLES****The Professional and Organizational Affairs Committee accomplished the following on deliverables for the 2018-2019 reporting period:**

Medication Repository Concept: POAC received an update from Rowan Mahon and what the next steps are for the MN legislation. Funding for the repository was pulled out of the legislation. Looking for other funding sources. POAC will be tracking this legislation and when passed will review how MPhA can support the successful implementation.

Immigrant and Refugee Population Health: Vu Ha and Megan Olander attended the POAC meeting and discussed immigrant and refugee population health policy. The intent is to increase awareness of need for medication information in the patient’s language. To create awareness of the topic, MPhA will work to update its Website with patient stories and tools to use. Megan and Vu will also connect interested groups to help identify tools and resources.

MPhA Policy Manual: In process of reformatting the manual for enhanced readability and undertaking 2016-2018 archival review per bylaws. Work was led by Alison Knutson with support by leadership residents, Sara Massey and Kyle Walburg. Completion of the update slated for June 2020.

**Membership Engagement Sub-Committee accomplished the following on deliverables for the 2018-2019 reporting period:**

- Navigator program re-launched with 13 pairs of navigatee and pharmacist navigators; ongoing.
- Second year with improved results and increased transition success rate of the P4 to NP-Year 1 transition membership program including a 2-year reduced rate membership; joint program with MPSA (\$75).
- Lapsed member process is an ongoing priority. Working with the president and board to update the process.

- Member videos created and used on social media to draw attention and interest from Facebook.
- Organizational member renewals included Fairview, Thrifty White; working on additional organizational members including Hy-Vee and Walgreens.
- Updated the member renewal process to a bi-annual basis with winter and summer updates.
- Summer 2019 updates already completed.
- Updated the membership flyer.
- Implemented a 14-day post expiration hard copy/snail mail communication letter.

#### **SECTION IV: ISSUES ADDRESSED BY THE COMMITTEE OUTSIDE OF STATED CHARGES**

In addition to the stated charges, the Professional and Organizational Affairs Committee accomplished the following on deliverables for the 2018-2019 reporting period on professional issues:

Pharmacists Roles in Opioid Addiction Treatment: Kailee Fretland, PharmD, BCPS United States Public Health Service and Lauren Anderson, PharmD , Minnesota Community Care (Westside) discussed how pharmacists are playing a role with Medication-Assisted Treatment (MAT) with Suboxone and Vivitrol. MPhA will ask Kailee and Lauren to write an article to describe their work in the MPhA Journal or newsletter as a call to action for more pharmacist’s involvement in MAT.

MN Department of Health E-prescribing work group: Lee Mork updated the POAC committee on work of MN Department of Health E-prescribing work group including a push of medical groups to move to e-prescribing of controlled substances (EPCS) and increase use in MN of other e-prescribing tools – e-cancel, ePA and e-change. The E-prescribing work group has a website with tools: <https://www.health.state.mn.us/facilities/ehealth/workgroups/erxwghome.html>

#### **SECTION V: JOINT POLICY COMMITTEE POLICY RECOMMENDATIONS TO THE HOUSE OF DELEGATES**

The Professional and Organizational Affairs Committee respectfully submits the following proposal for consideration by the MPhA House of Delegates at the June 12, 2019 session to provide continuity for the MPhA Nominating Committee.

POAC reviewed updated bylaws language drafted by Tony Olson to address Leadership & Nominating committee composition for co-chairs, with a motion passing a vote of POAC members and to bring to the House of Delegates. Notice to the membership was provided in the May 17<sup>th</sup> issue of Small Doses.

#### **Resolution 19-001**

**Category: Bylaws Changes**

#### *Article IV - Officers*

#### **Section 1: Leadership & Nominating Committee**

The **Leadership &** Nominating Committee shall consist of a minimum of five (5) active members ~~who shall not be directors~~, each of whom shall serve a two year term. These individuals shall be selected by the Co-chairs of the Committee from individuals that have responded to a solicitation for committee service made available to all active members. The two year term may be adjusted by the Co-chairs, only as needed to ensure a balance and overlap of incoming and current members on the Committee. The balance of the committee members shall include the Immediate Past-President **and the Immediate Past-President once removed**, each of whom will serve a three (3) year term as a member of the committee **beginning with their year as Immediate**

**Past-President.** The Co-Chairs of the committee shall be the Immediate Past-President and Immediate Past-President once removed during the initial year of their 3-year term serving on the committee. Committee members who are not Co-chairs shall not be Directors.

The Leadership & Nominating committee shall aim to select at least two active members as candidates for President-Elect, Secretary-Treasurer, Speaker and Vice-Speaker of the House of Delegates. The committee shall support the Association's intent of representation of pharmacists from a variety of practice settings and geographic locations in preparing a slate of candidates. The report of the committee shall be reported not less than annually to the Association at a state wide meeting of the general membership.

Nominees for officers of the Association shall be communicated to the general membership by the Secretary-Treasurer using available and practical means of communication not later than sixty (60) days prior to the next annual meeting together with the ability of the member to vote.

- A. A ballot of the nominees, voting eligibility requirements and instructions for responding to the ballot shall be included in the communication. All ballots to be counted must be completed as instructed by the deadline set forth in the communication.
- B. The Executive Vice -President shall appoint tellers who may be professional staff or active members who shall not be candidates for office or members of the Board of Directors. In the absence of the Executive Vice -President, the presiding House of Delegates Officer shall appoint the tellers. The Secretary-Treasurer shall turn over to the tellers all ballots returned and they shall count the votes of eligible dues paid members promptly and shall file with the Secretary-Treasurer a certificate signed by the tellers or a majority thereof showing the results of that election. A report shall be made available to the members of the Association. The Candidate for each office receiving the highest number of votes shall be declared elected. In case of more than one candidate receiving the same number of votes, the tellers shall break the tie by placing each name of the tied candidates on a separate paper, placing the names in a container and drawing, without view, one paper from the container.
- C. The term of office of President, Immediate Past-President and President-Elect shall be one year and the term of office of the Secretary-Treasurer shall be three years or until their successors are duly elected. The newly elected rural, metro, and at-large Directors shall take office at the conclusion of the next annual business meeting.
- D. In the event of a vacancy of a rural, metro, or at-large directorship, the Board of Directors shall appoint a member to serve the remainder of the vacant term until the position is filled through normal election to that office. The appointed director must fulfill the eligibility requirements of the particular directorship.
- E. In the case of a vacancy occurring in the office of President, the President-Elect shall succeed as the President. In case of a vacancy in the office of Secretary-Treasurer, the Board of Directors shall fill such vacancy with a member to serve until the position is filled through normal election to that office to be conducted during the next annual

election cycle.

- F. In the case of a vacancy occurring in the office of Speaker of the House of Delegates, the Vice Speaker of the House of Delegates shall succeed.
- G. The President-Elect shall, upon installation, assume the office of President following a term as President-Elect.
- H. In the event of a vacancy of an office not described elsewhere in these Bylaws, the Board of Directors shall select, by majority vote, a replacement officer from eligible members forwarded by the **Leadership &** Nominating Committee. The replacement officer shall serve until the next officer is elected by usual means.