

Northland Association of Pharmacy Technicians

NAPT Executive Board Meeting
Sunday, April 10th, 2022

Present: Amanda (Mandy) Chase (Chairperson), Adelle Casavant (President), Josie Quick (Vice-President), Vanessa Topka (Secretary, Diane Halvorson (Treasurer/ND BOP Liaison), Tracy Lindsey (Parliamentarian), Jami Brunette (Member-at-Large), Brenda Nitschke (Member-at-Large),
Joining by phone: Melissa Krava (NDSCS Liaison)

Absent: Mike Schwab (NDPhA Liaison), Danika Johnson (NCTC Liaison)

Mission Statement read by Brenda Nitschke

Meeting called to order at 0940

Review of agenda. Motion made to approve the agenda by Adelle Casavant, seconded by Jami Brunette.
Motion carried

1. Report of Officers

A. Review of Minutes presented by Mandy Chase:

1. Executive Board Minutes from March 11th 2022. Motion made to approve the minutes by Diane Halvorson, seconded by Brenda Nitschke. Motion carried.
2. Review of General Membership meeting minutes March 12th
3. Discussion of the process of Meeting Minutes

B. Treasurer Report presented by Diane Halvorson:

1. No outstanding checks
2. Profit and Loss and Balance Sheet. Motion made to approve the Profit and Loss and Balance Sheet by Brenda Nitschke, seconded by Jamie Brunette. Motion carried
4. Scholarship Fund, received a \$1000 donation from NDPhAC, current balance \$3577.79
5. Bank changes for officers is complete

2. Reports of Committees

- A. Diane Halvorson reported the NAPT finance committee will meet within the next few months to discuss the budget for 2023. Diane also reported the NAPT Guideline Book does not have a section addressing the finance committee.
- B. NAPT Survey committee by Diane Halvorson, Adelle Casavant and MandyChase:
 1. Survey is currently in the testing phase

2. Invitation to all Executive Board Members current to participate in the testing phase during a break of our meeting.
 3. Survey will go to all registered pharmacy technicians in an email format with a 14 day response time.
- C. NAPT Fall Conference 2022 by Diane Halvorson:
1. Scheduled for September 23 & 24, 2022 in Bismarck ND at the Ramada by Wyndham.
 2. Theme: The difference between Try and Triumph is a little ump, Let's find our umph!!!
 3. Continuing Education Topics discussed, speaker line up complete.
 4. Fall Conference video reviewed.
- D. NAPT Fall Conference 2023 by Adelle Casavant:
1. Location, Fargo ND site not selected yet. Group suggested consideration of the Ramada by Wyndham.
 2. Looking for volunteers to co-chair. Adelle asked Diane Halvorson if she would coordinate the CE portion of the event, Diane agreed.
- E. Scholarship Committee by Adelle Casavant:
1. Diane Halvorson asked Mandy Chase to describe who serves on the scholarship committee: Mandy Chase stated it is the NAPT Chairperson, President, Vice-President and NDPhA Liaison or their delegate. With the NAPT President
 2. Two \$400 dollar scholarships were awarded in January 2022
 3. No action has been taken to this point for the 2023 awards. Adelle Casavant stated she would have more to report moving forward.
 4. ND Career Builders by Adelle Casavant: \$1250 awarded to date, more clarification is needed, Adelle Casavant will have more details at the next meeting.
- F. Facebook by Josie Quick: No reports available, still getting to understand the process and responsibilities. Discussion about Facebook is it making adequate reach to our members due to other platforms being used by the younger generation. Mandy Chase reported that out of the current 192 followers, of which 130 are listed as ND registered technicians, but only 89 are current registered technicians. It was decided by the group to continue the reviewing the utilization and determine the value of Facebook. Josie Quick to monitor and report at future meetings.
- G. NAPT Annual Awards (2022)-reviewed recipient's video
1. Diamond Award-GerriAnn Ellingson
 2. Pharmacy Technician of the Year-Kera Hagen
 3. Friend of NAPT-Kathy Zahn
 4. Distinguished Young Technician-Lauren Jackson
- The President is responsible for advertising and processing of the awards. Adelle Casavant reported she will be working on this and have more to report at our next meeting.
- H. Recruitment to the Profession of Pharmacy:
- Adelle Casavant reported on March 29, 2022 she visited NDSCS, discussion held included: challenges in the workplace training
- I. TCT project by Diane Halvorson and Mandy Chase
1. Purpose of the project was to create a toolkit that consisting of: Policy and Procedures, education, quality assurance tracking reports and employee documentation reports.

2. Toolkit has been completed and is now available on the ND State Board of Pharmacy and NDPhA websites.

4. Liaison Reports:

- A. NCTC (Danika Johnson) No update
- B. NDSCS reported by Melissa Krava toured Thrifty White in Fargo, Essenta Health and InHealth compounding Pharmacy. Also toured the NDSU campus. Graduation scheduled on May 13th, 2022. However, they need to do their experientials so they will complete their program by July 29th, 2022.
- C. ND Board of Pharmacy reported by Diane Halvorson: Discussion on technician roles, currently there are 14 technicians serving on State Boards of Pharmacy across the United States. Will be meeting the end of April.
- D. NDPhA by Mandy Chase: Met March 23rd, discussed group Health Benefits for Retail, NDSU enrollment is down, NDPhA Convention to be held on April 22-23, 2023 Minot at the Sleep Inn.

5. Poster Presentation, current committee is: Mandy Chase, Lillie Lambert and Diane Halvorson. Poster was accepted by NABP, Annual Meeting will be held in Phoenix AZ in May 18-21, 2022, and the Poster will be presented on May 21, 2022. Mandy Chase and Lillie Lambert will be the poster presenters and ND State Board of Pharmacy will provide financial support for travels and accommodations.

6. NODAK- Diane Halvorson will do a small write up about Fall Conference and Adelle Casavant will address awards and scholarships.

7. Future Dates:

May 8th 7:30 Status Call

June 5th Executive Board Meeting 9 AM

August 21st Executive Board Meeting 9 AM

September 23rd Executive Board Meeting at Fall Conference

September 24th General Business Meeting at Fall Conference

8. Goal Setting: Round table discussion Mail/Email-Tabled until next meeting

9. One Program: Will invite representatives to present at the June 5, 2022 NAPT Executive Board Meeting.

10. NAPT Highlights: Tabled to June

Motion made to adjourn the meeting by Diane Halvorson seconded by Adelle Casavant. Motion carried.

Meeting adjourned at 2:24

NAPT Highlights of History continued

- January 2022 North Dakota Board of Pharmacy implements rule 61-04-11-09 which now allows qualified pharmacy technician the ability to perform the task of administration of medications. This is the outcome of senate bill 2279.
- 2022 Barbara Lacher, RPhTech, CPhT receives the 2022 American Society of Health-System Pharmacists (ASHP) Pharmacy Technician Excellence Award. Ms. Lacher is a highly respected pharmacy technician educator and advocate for the advancement of the pharmacy technician workforce. For more than 20 years, she has been a leading voice for the development of national, uniform standards for pharmacy technician education and training.
- March 2022 NAPT Executive Board, on behalf of the general membership participates in the poster session at the ND Pharmacist Convention. Poster title; Recruiting, Retaining, and Expanding the Roles of Pharmacy Technicians in North Dakota. Author; Lillie Lambert, Co-Author; NAPT Executive Board, Committee Members: Lillie Lambert, Amanda (Mandy) Chase and Diane Halvorson.
- March 2022 NAPT Executive Board votes to submit an abstract to National Boards of Pharmacy (NABP) to participate in the NABP Annual Meeting Poster Session. Poster presenters: Amanda (Mandy) Chase and Lillie Lambert. Committee members: Amanda (Mandy) Chase, Lillie Lambert and Diane Halvorson.

2022 – 2023 NAPT Executive Board & Ex-Officio Members

Chairperson

Amanda (Mandy) Chase

Phone: 701-490-2068

Email: ajchase_75@hotmail.com

President

Adelle Casavant

Phone: 701-388-0511

Email: acasavant5@gmail.com

Vice-President

Josie Quick

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Email: josierae@yahoo.com

Secretary

Vanessa Topka

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Email: vtopka@altru.org

Treasurer

Diane Halvorson

Phone: 701-793-5773

Email: dhalvorsonrphtech@gmail.com

Parliamentarian

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Member-at-Large

Jami Brunette

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Member-at-Large

Brenda Nitschke

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ND BOP, Pharmacy Technician Liaison

Diane Halvorson

Work#: 701-451-6632

Email: dhalvorsonrphtech@gmail.com

NDSCS Pharmacy Technician Program Liaison

Melissa Krava

Employer: ND State College of Science, Wahpeton

Work#: 701-671-2114

Email: melissa.krava.ndscs.edu

NDPhA Liaison

Mike Schwab

NDPhA Executive Vice President

Work#: 701-258-4968

Email: mschwab@nodakpharmacy.net

Northland Liaison

Danika Johnson

Employer: Northland Community &

Technical College East Grand Forks, MN

Work#: 218-793-2568

Email: danikaj@hotmail.com

NAPT Officer Listing

(Key: Removed from position Left term early)

Late arrival to the board)

[illegible]

4:45 PM

04/04/22

Accrual Basis

NAPT
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1 checking	16,132.90
Total Checking/Savings	16,132.90
Total Current Assets	16,132.90
TOTAL ASSETS	16,132.90
LIABILITIES & EQUITY	
Equity	
Retained Earnings	17,574.67
Net Income	-1,441.77
Total Equity	16,132.90
TOTAL LIABILITIES & EQUITY	16,132.90

4:45 PM

04/04/22

Accrual Basis

NAPT
Profit & Loss
January through March 2022

	Jan - Mar 22
Income	
110 Interest	0.43
Total Income	0.43
Expense	
200 Executive Board Meetings	
200.01 Food	29.50
200.02 Mileage	137.76
Total 200 Executive Board Meetings	167.26
240 Miscellaneous	162.16
290 Postage/Printing	
290.01 Annual Mailer	955.83
Total 290 Postage/Printing	955.83
300 General	
300.01 Awards	156.95
Total 300 General	156.95
Total Expense	1,442.20
Net Income	-1,441.77

Northland Association of Pharmacy Technicians
Financial Budget/Expense Report
January - December
Northland Association of Pharmacy Technicians
Budget vs Actual Annual Summary

Ledger Number	Item Description	2017			2018			2019		
		Actual Expense	Budgeted Expense	Actual Income	Budgeted Income	Actual Expense	Budgeted Expense	Actual Income	Budgeted Income	Budgeted Income
100	NAPT Dues		0.00	13957.50	13000.00		0.00	13877.50	13500.00	
100.03	Pin Sales		0.00	155.00			0.00			
110	Interest		0.00	1.18	2.00		0.00	1.31	2.00	2.00
120/220	Fall Conference	10766.82	8500.00	4860.00	3600.00	10797.81	10650.00	4050.00	4700.00	4500.00
200	Executive Board Meetings	1889.94	5000.00		0.00	602.20	5000.00		0.00	0.00
210	Executive Board Membership	50.00	500.00		0.00		500.00		0.00	0.00
240	Miscellaneous	239.64	500.00		0.00	190.28	500.00		0.00	0.00
250	National Convention	1365.83	2000.00		0.00	1421.86	1500.00		0.00	0.00
260	NDPhA Support		5000.00		0.00	2500.00	5000.00		0.00	0.00
280	Pharmacy Week		0.00		0.00		0.00		0.00	0.00
290	Postage/Printing	587.67	1500.00		0.00	1153.68	700.00		0.00	0.00
300	General	153.01	175.00		0.00	133.14	175.00		0.00	0.00
310	Student sponsorship to Cnvn		300.00		0.00		300.00		0.00	0.00
320	Video Project	5561.38	5000.00		0.00		0.00		0.00	0.00
330	Visit Selected Schools		0.00		0.00	40.00	400.00		0.00	0.00
340	Annual Raffle		0.00		0.00		0.00	0.00	0.00	0.00
		20614.29	28475.00	18973.68	16602.00	16838.97	24725.00	17928.81	18202.00	18002.00
								16270.49	23125.00	19523.90

Ledger Number	Item Description	2020			2021			2022		
		Actual Expense	Budgeted Expense	Actual Income	Budgeted Income	Actual Expense	Budgeted Expense	Actual Income	Budgeted Income	Budgeted Income
100	NAPT Dues		0.00	14350.00	16000.00		0.00	14700.00	14000.00	
110	Interest		0.00	1.77	2.00		0.00	1.99	2.00	2.00
120/220	Fall Conference	1250.00	11000.00		4500.00	8203.78	11000.00	3190.00	3000.00	3,000.00
200	Executive Board Meetings	199.68	3000.00		0.00	632.71	3000.00		0.00	
210	Executive Board Membership		500.00		0.00		400.00		0.00	
240	Miscellaneous	3332.25	500.00		0.00	2442.19	500.00		0.00	
250	National Convention	90.95	1200.00		0.00		100.00		0.00	
260	NDPhA Support		2500.00		0.00	5000.00	2500.00		0.00	
290	Postage/Printing	3371.98	1450.00		0.00	2602.90	1450.00		0.00	
300	Awards	757.53	175.00		0.00	150.34	175.00		0.00	
330	Visit Selected Schools		200.00		0.00		200.00		0.00	
		9002.39	20525.00	14351.77	20502.00	19031.92	19325.00	17891.99	17002.00	17,702.00
								1442.20	17850.00	0.43

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NAPT Fall Conference

Budget/Income-Expense Report

2021

2022

Income	Budgeted	Actual	Budgeted	Actual
Registration (60 attendees @ \$50/attendee)	3,000.00	3190.00	3,000.00	
Total	3,000.00	3190.00	3,000.00	
Expenses				
Site	550.00	591.25	600.00	
Speaker Honorarium/Travel	3,000.00	1850.00	3,000.00	
Supplies	0	0	0	
Food	5,500	3312.53	4,000.00	
ACPE Processing	2,500.00	2450.00	3,750.00	
Total	11,550.00	8,203.78	11,350.00	
TOTAL LOSS	8,550.00	5,013.78	8,350.00	

Northland Association of Pharmacy Technicians 2022 Annual Conference Joint Providership

North Dakota Pharmacists Association
1641 Capitol Way
Bismarck, ND 58501
United States

Diane Halvorson
NAPT Annual Fall Conference Coordinator
dhalvorsonphtech@gmail.com

Reference: 20220324-180157420
Quote created: March 24, 2022
Quote expires: April 15, 2022
Quote created by: Christy Lodge
Program Manager
christy@ceimpact.com

Products & Services

Item & Description	Quantity	Unit Price	Total
ACPE Accreditation of 1-hour Live Pharmacy Technician Course	10	\$500.00	\$5,000.00
Subtotals			
One-time subtotal			\$5,000.00
Other Fees			
Partner Discount			-\$1,250.00
Total			\$3,750.00

Purchase Terms

Upon signature terms of service are agreed upon.
https://www.ceimpact.com/termsofservice_jointprovider

Questions? Contact me

Christy Lodge
Program Manager
christy@ceimpact.com

CEImpact
PO Box 71306
Clive, IA 50325
United States

[Download quote](#) [Print quote](#)

NAPT Award Past Recipients

NAPT TECHNICIAN OF THE YEAR AWARD

1996- Kathy Kochevar
1997- Robin Nelson
1998- Barbara Lacher
1999- Kim Durben
2000- Becky Prodzinski
2001- Diane Halvorson
2002- Jeanette Bleecker
2003- Sarah Meyer
2004- Denise Arends
2005- Brittany Coughlin
2006- Marissa Dolbeare
2007- Shayla Maier
2008- Danika Braaten
2009- Lana Bernhardt
2010- Kristen Striha
2011- No recipient
2012- Kristina Foster
2013- Darcy Speidel
2014- Lindsay Prochnow
2015- Donna Kisse
2016- Sharon Kupper
2017- No recipient
2018- Heather Mikkelsen
2019- Tammy Berquist
2020- Ashley Mauch
2021- Allison Hauge
2022- Kera Hagen

FRIEND OF NAPT AWARD

2008- Dr. William Grosz
2009- Al Schwindt
2010- Dakota Drug
2011- Howard Anderson, Jr.
2012- Irsfeld Pharmacy
2013- Michael Schwab
2014- Gerald Finken
2015- Christopher Jerry
2016- Craig Lawler
2017- Diane Halvorson
2018- Kim Essler
2019- Mark Hardy
2020- TCT Pilot Sites
2021 Heidi Euckel
2022 Kathy Zahn

DIAMOND AWARD

2008- Barbara Lacher
2009- Katherine Kochevar
2010- Diane Halvorson
2011- Kerstin Sand
2012- Mary Krogh
2013- Patricia Olson
2014- Eileen Darkow
2015- Michelle Goodman
2016- Robin Nelson
2017- Kerri Ring
2018- Kristina Larson
2019- Brianne Nelson
2020- Alexandra Spilman
2021- Vicki Schultz
2022- GerriAnn Ellingson

**DISTINGUISHED YOUNG
TECHNICIAN**

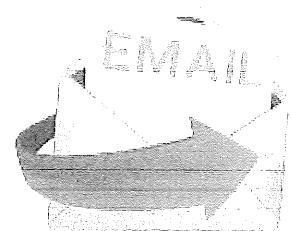
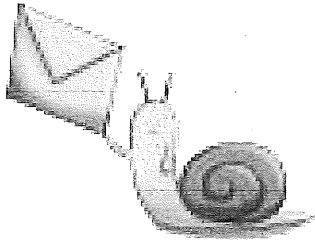
2008- Beena George
2009- Kerri Ring
2010- Kristen Bonness
2011- Christina Bohl
2012- Jennifer Joyce
2013- Anne Revier
2014- Brittany Sanders
2015- Autumn Guilbert
2016- Alexandria Spilman
2017- Arlene Monson
2018- Amanda Chase
2019- Cheri Roth
2020- Susan O'Brien
2021- Stephen Philmon
2022- Lauren Jackson

NAPT Annual Scholarship Recipients

Year	Recipient Name	Year	Recipient Name
2015	Jill Entzi Elizabeth Enger		
2016	Joy Sugden Kalisa Ndikubwimana		
2017	Kenzie Markwardt Megan Steinmetz Nathan Belgarde Courtney Doe		
2018	Nicole DeMars Mandy Mixo Cecile Hoornaert Roobaa Farhan		
2019	No Recipient		
2020	Olivia Cleveland		
2021	Raylee SanGrait Desirae Gibbon Maggie Knudson Jennifer Flemmer Nawal Abdi		
2022	Melanie J Russel Christine Wall		

Time to move to the 20th century!

FROM  TO



***NAPT Executive Board wants to find the
best way to communicate with you!***

Effective, January 2023, NAPT will use email as the main way to communicate to its members. This includes the NAPT Annual January Mailer and NAPT Annual Fall Conference Mailer. NAPT will use the email address that is on file with the North Dakota Board of Pharmacy. It will be your responsibility to keep your email address current.

If you would prefer to continue to receive hard copy mailings, we are happy to meet your needs. Please complete the information below and return.

.....
I would prefer to continue to receive hard copy mailings

Name: _____

Address: _____

ND Registration Number: _____

**Mail to: NDPHA Office: Attention NAPT
1641 Capital Way
Bismarck, ND 58501**