

Executive Board Meeting Minutes

November 17, 2020

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Prior to the meeting, an informal meeting was held with Dr. Elizabeth Skoy to provide some potential direction on immunization training for pharmacy technicians.

Members present: Lindsay Cizek-Cribb-President, Mandy Chase-Vice President, Cassie Doyle-Treasurer, Diane Halvorson-Secretary and BOP Liaison and Shaina Stall-Member at Large

Members Absent: Arlene Monson-Chairperson, Jami Weybright-Parliamentarian, Melissa Krava-NDSCS Liaison, Danika Johnson-Northland Community and Technical College Liaison, Mike Schwab-NDPhA Liaison Member

1. Meeting called to order at 1910 by Lindsay Cizek-Cribb, President
2. Lindsay Cizek-Cribb stated only matter on the agenda is the topic of COVID-19 vaccination and North Dakota Pharmacy Technicians.
3. Brief overview provided by Lindsay Cizek-Cribb, President regarding the recent conference call with Dr. Mark Hardy, North Dakota Board of Pharmacy Executive Director and Mike Schwab, NDPhA Executive Director regarding the HHS order, specific to the consideration of Pharmacy Technicians being able to provide COVID-19 immunizations. Take away from that meeting is for NAPT Executive Board to discuss how we plan to support the COVID-19 initiative and strategically plan moving forward.
4. At this point Lindsay Cizek-Cribb opened the floor up for comments:
   1. Cassie Doyle stated: after hearing the inspirational message from Dr. Elizabeth Skoy, she feels we need to look at supporting this initiative as a way to continue to allow pharmacy technicians to practice to the top of their license. Cassie recommended sending out a survey to poll the group regarding educational opportunities for pharmacy technicians to become educated to able to administer COVID-19 immunizations. Cassie further stated that perhaps we look at how we can provide monetary support towards this educational opportunity.
   2. Diane Halvorson suggested we consider only surveying those pharmacies that have currently registered as a COVID-19 vaccination pharmacy stating that perhaps we might engage in a more focused group and can consider this to be the first step of a tiered process.
   3. Lindsay Cizek-Cribb stated that she felt we should provide this survey to all as a way to spear head a potential movement or expand thoughts of those who perhaps have not considered this opportunity. Kind of like the spear heading that took place when presenting the topic of Tech check tech at the 2019 NAPT Annual Fall Conference.
   4. Mandy Chase stated that she had already presented to her hospital the opportunity to become educated on potential administering of COVID-19 vaccine but found her hospital and specifically her pharmacists where not supportive of this. Mandy shared her personal struggles with not feeling supported by her hospital and pharmacist. Mandy further stated that we might find opposition to this project.
   5. Cassie Doyle pointed out this is not a new topic, reminding the group that the conversation of pharmacy technicians being able to administer vaccines was discussed even at the January 2020 advisory meeting with the North Dakota Board of Pharmacy. Cassie further stated that she has discussed with fellow colleagues and feels there is support in the profession and feels we should move forward with this initiative by conducting a survey as suggested by Dr. Skoy earlier.
   6. Diane Halvorson stated that in preparing this survey, we should provide information so recipients of the survey understand the baseline of the education is in support of pharmacy technicians being able to provide COVID-19 vaccine immunizations. Diane further stated that it would be important to not confuse the pharmacy community that overall immunization administration other than COVID-19 is still not permitted by law in North Dakota at this time.
   7. Lindsay Cizek-Cribb stated cover content would need to be provided expressing the current HHS standings and that this opportunity was spearheaded based on that information.
   8. Diane Halvorson asked for clarification of who will be a part of the survey. Lindsay Cizek-Cribb answered she felt it important to include all North Dakota registered pharmacy technicians. Diane Halvorson asked how would the poll be sent out, do we have a platform to do that. Lindsay Cizek-Cribb stated she would contact Mike Schwab, Executive Director of NDPhA to see if this is something, he can assist in facilitating. Diane Halvorson stated that we want to make sure if this is something NDPhA can assist with that they have a complete and updated listing to ensure all North Dakota registered pharmacy technicians are included.
   9. Cassie Doyle stated that our timeline is short, reminding the group that the NDPhA Governmental Affairs Committee is scheduled to meet on November 24, 2020 to discuss legislative items. It would be beneficial for NAPT to have a direction with this matter prior to that meeting.
5. **Diane Halvorson made a motion to conduct a survey to poll the North Dakota registered pharmacy technicians’ regarding interest in participating in an educational opportunity to support pharmacy technicians administering vaccines, which would include COVID-19 vaccine. Motion seconded by Lindsay Cizek-Cribb.** Further discussion included that Cassie Doyle volunteered to create the survey and corresponding information that will be sent out with the survey. Lindsay Cizek-Cribb stated if we use survey monkey, she would be happy to volunteer to do the data collection. Diane Halvorson recommended that we ask Mike Schwab to review the survey prior to sending out. Diane further stated that while the support of Dr. Skoy assisting in the survey, it is important to include NDPhA since we are an academy thereof. Lindsay Cizek-Cribb stated that the process would be for Cassie to create the survey, then it will go to the NAPT Executive Board for review and last to Mike for final review. Discussion closed, voting completed, motion carried.
6. Lindsay Cizek-Cribb stated after above motion, our next step is for Cassie Doyle to create the documents and then share with the NAPT Executive Board.
7. Diane Halvorson asked if we could discuss any monetary support of this initiative. Cassie Doyle, Treasurer shared she felt with not having the NAPT Annual Fall Conference, there is funds available. Currently NAPT has $21,000 with one outstanding bill of $1650.
8. **Diane Halvorson made a motion to provide $25 towards each North Dakota registered pharmacy technician that wishes to participate in the immunization training offered in partnership of Dr. Elizabeth Skoy and CEImpact. With a cap of $5,000 and an expiration date of January 1, 2021 at which point the NAPT Executive Board would re-evaluate.** Motion seconded by Cassie Doyle. Motion carried. Once the logistics of how the education will be provided, NAPT Executive Board can determine how to role the financial support out.
9. Lindsay Cizek-Cribb will be in contact with Dr. Skoy to report the outcome of this meeting as well as in contact with Dr. Skoy and CEImpact to discuss next steps for planning this educational opportunity for ND registered pharmacy technicians.
10. Mandy Chase added a comment not related to topic, but regarding the disposal of NAPT treasurer and secretary computers: CRam recommendation is to smash the computer to ensure all data is irretrievable.
11. Meeting adjourned at 2000

Minutes prepared by Diane Halvorson, Secretary.