

SDCPhA Meeting Minutes

Wednesday, March 18th, 2026

1. Call to order: 6:03 PM
2. Roll Call: Courtney Woo, David Bao, Rachel Sperling, Nabeeha Rashid, Tina Phu, Truc Le, Joseph Tran, Jimmy Hwang, Esha, Badhessa, Phuong-Anh Luong, Anh Nguyen, Annie Le, Rachel Graham, Kimia Parvizi
3. **Welcome + Vision for the Year (20 minutes)**
 1. Introductions
 2. Priorities for 2026
4. **Year at a Glance: Calendar Review (30 minutes)**
 1. Our Google Drive
 2. Walk through [draft calendar](#)
 3. Confirm event timing and structure
 1. Secure banquet venue contract by April 19th.
 4. Identify gaps or additions
 1. Seeking President-elect & New Practitioner
 2. Need webmaster - update newsletter rxcourtneywoo@gmail.com
 3. Net increase in CPhA membership, social media, & event engagement
 4. All delegates present at HoD
 5. Sponsor student(s) to CPE
 1. Review for last minute reg sponsor
 6. Attend CPE
 7. Attend Advocacy Day
 8. PAC Contribution at least \$250
 9. Student scholarship
 1. merlinpaul@aol.com
4. **Breakout Sessions (60 minutes)**
 1. Board Members
 1. [Roles overview](#)
 1. Need to report leadership change with secretary of the state
 2. Budget alignment
 1. Sponsors increase our allowable funds for other programming
 1. Abbot & J&J
 2. PNW Preferred Insurance did not fulfill sponsorship commitment
 1. Consider contracts for sponsors
 3. New banner / table cloth proposal
 4. [David Bao](#) to email out budget for future vote
 3. CE strategy
 1. Scripps ACPE CE? [David Bao](#)
 2. CE Event
 1. \$75 for the event + \$5 per CE credit claim
 4. Pharmacy Owner meeting

5. Brown Bag event in April (weekday only)
 1. Call for clinical pharmacists
6. Sponsorship planning
7. Website redesign
 1. Update Board & Committee page
2. Planning Committee
 1. [Roles overview](#)
 1. Role clarification and coordination across event functions
 2. Will receive a recognition of leadership award and one letter of recommendation upon completion of duties
 2. [Selection of roles](#)
5. **Closing + Next Steps (10 minutes)**
 1. Confirm action items
 2. Clarify outstanding questions
 3. Confirm recurring meeting time
 4. Communication channels
 1. Discord
 2. Email
 3. Text
 5. Hike carpool announcement
 1. [REGISTER HERE](#)
6. Meeting Adjourned: 7:50 PM