**Pulmonary PRN officers meeting**

(1/15/21)

Attendees: *Brittany Bissell (chair), Megan Fleischman (secretary), Melissa Santibanez (EPC Chair), Paul Boylan (WSP chair),* Damien Fisher *(EPC Chair-elect)*, Lori Ann Wilken *(immediate past chair)*

Unable to attend*: Jean Moon (chair-elect),* J. Andrew Woods (Research Chair-elect)

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| Agenda Item | Charges/Updates/Notes |
| **Updates or items from the chair** | *Increasing membership*  |
| **Education committee updates***Chair: Melissa SantibanezChair-elect: Damien Fisher**Liaison: Jean Moon* | *Annual meeting PRN focus session: Updates in asthma treatment guidelines: comparing GINA and EPR-4** *Submitted full proposal*
* *Pending feedback (6 weeks)*

*Pulmonary PRN e-Newsletter article** *Submitted*

*Other* ***Charges*** *– Will begin after finalize focus session** *Maintain list of pulm PRN focus sessions*
* *Newsletter guidance*
* *Membership needs survey (complete for 2020-2021)*
* *Develop of SOP/guidance document*
	+ *Submit to steering committee by May 2021*
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| **Workforce committee updates***Chair: Paul BoylanChair-elect: Lori Wilken**Liaison: Megan Fleischman* | ***Charges:****Nominations for ACCP Awards**Increase membership by 20% this year* *Development of awards – travel, student, etc** *Goal time frame: 6 months*

*Maintenance of PRN homepage and Twitter homepage** *Connected with ACCP to determine if examples or rules. Found that ACCP will retweet any items the PRN posts.*

*Develop of SOP/guidance document** *Submit to steering committee by May 2021*
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| **Research committee updates** *Chair/Liaison: Brittany BissellChair-elect: J. Andrew Woods* | ***Charges****Increase publications through PRN* * *Theophylline use in practice*: Initial review
* *Steroids in COPD study: Data combination*
* *Next Idea: Theophylline survey to assess theophylline prescribing practices (prescriber demographics, monitoring, etc)*

*Development of awards with workforce committee (see above)**Development of pre-peer review program for pulm PRN research projects* *Track PRN related abstracts at annual meeting**Maintenance of SOP/guidance document** *Submit for review by May or June 2021*
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| **Open Topic forum** | *Description of responsibilities for the officers – to address after more immediate deadlines**Create a model like the Rx for Change initiative for pulmonary medicine in general.* * *Maybe an education initiative. Special charges within the committee (aka subcommittees, charge lead)*
* *Consider putting in charges for future committee to build this program*
* *Possible grant opportunity, which may relate to research*
* Brittany will reach out to find out if Pulm PRN can own this vs have to work through a different branch of ACCP
* Lori will reach out to Rx for Change to get ideas

Membership stats (# and funds) * 92 total members (8 students, 3 residents)
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| Next meeting | Early March |