**Pulmonary PRN officers meeting**

(4/28/21)

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

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| Agenda Item | Charges/Updates/Notes |
| **Updates or items from the chair** | *Plan for proposal to create a model like the Rx for Change initiative for pulmonary medicine in general.*   * ACCP liaison – if we intend to use as CE we would need to go through that process, but otherwise given the “okay” to move forward * Needs assessment be conducted * Ideas:   + Pulmonary elective, opportunities with biologics (esp being more available in the community)   + Focus: things that do not change like pathophys and drug delivery. Guidelines may require more intensive updates.   + Only access requirement is membership in pulm PRN (or start as open)   *PRN business meeting*   * *Onsite meeting required if in person meeting, they do not allow virtual prn meeting in this case* * *Submitted request for in person meeting. TBD: cost of room and items provided*   *SOP/guidance document*   * *Goal to pass on expectations for committees from year to year* |
| **Membership and financial updates from secretary** | Membership 86 total members (7 students, 2 residents)  Financials: reported |
| **Education committee updates**  *Chair: Melissa Santibanez Chair-elect: Damien Fisher*  *Liaison: Jean Moon* | *Annual meeting PRN focus session: Updates in asthma treatment guidelines: comparing GINA and EPR-4*   * *Submitted January, updated based on changes requested. Awaiting full approval. Then can confirm speakers.* |
| **Workforce committee updates**  *Chair: Paul Boylan Chair-elect: Lori Wilken*  *Liaison: Megan Fleischman* | ***Charges:***  *Nominations for ACCP Awards*   * *Submitted for new educator*   *Development of awards*   * *Documents developed, financial commitment to be tweeked and then will submit* * *Goal time frame: 6 months*   *Maintenance of PRN homepage and Twitter homepage*   * *Document developed and ready to submit* * *To contain goals of what is target for tweets. Should be retweeting literature/guidelines (with questions) and member accomplishments.* * *How to communicate when we want something tweeted*   *Develop of SOP/guidance document*   * *Ready to submit to steering committee by May 2021* |
| **Research committee updates**  *Chair/Liaison: Brittany Bissell Chair-elect: J. Andrew Woods* | ***Charges***  *Increase publications through PRN*   * *Theophylline use in practice*: Initial review * *Steroids in COPD study: Data combination* * *Next: Theophylline survey to assess theophylline prescribing practices.*    + *Has group of volunteers.*   + *Had first meeting to introduce.*   + *Meet may for next steps.* |
| **Open Topic forum** | *Description of responsibilities for the officers – to address after more immediate deadlines*   * *Will need to solicited nomination in May* * Update solicitation email and description of officer roles   GINA released statements on COVID and asthma – post to twitter |
| Next meeting | July |