**2018-2019 USHP Technician Committee**

**Meeting Agenda**

**Date:** Tuesday, December 18th 2018

**Time:** 5:30 PM

**Location:** Chili’s Restaurant

1. Call to Order
2. Introductions and Roll Call
3. Old Business
	* none – last meeting was at USHP Annual (informal)
4. New Business
	* Request for volunteer to take minutes
	* Review of committee SOP document
	* Review of committee bylaws:
		+ The Technician Committee is responsible to promote issues related to Pharmacy Technicians in USHP. The Board Liaison for the Committee shall appoint and work closely with the Committee Chair in promoting technicians' issues to the USHP board.
	* USHP Board Updates - provided by Zach Tolman
	* Discuss/Plan – What are we working on? What do we want to accomplish?
	* Schedule future meetings
5. Announcements
	* USHP’s 2019 Midwinter CE Meeting, February 9th at St. Marks Hospital
6. Adjournment