

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS

Board Meeting
MINUTES
December 6, 2016

AGENDA ITEM 1 - Call to Order

The meeting was called to order by Michael Davis, Vice-Chairman, at approximately 9:45 am. The meeting was held in Baton Rouge, Louisiana at the Administrative Office of the Board located at 12091 Bricksome Avenue, Suite B.

AGENDA ITEM 2 - Roll Call and Introduction of Guests

It was noted by Mr. Davis that those members in attendance were Mr. Davis, Randall Brooks, Kenneth Dugas, Chad Gielen, Jacob Dickson, James DeLatte, and Trion Horgan. Bob Broadus was absent. The members in attendance constituted a voting quorum. Also present from the Board's administrative office were George Lovecchio, Executive Director, and Kimberly Barbier, Executive Assistant; and the Board's General Counsel, Ms. Celia Cangelosi. There were no guests in attendance.

AGENDA ITEM 3 - General Motion

It was noted that any agenda items that are taken out of order of the agenda will be noted as such in the meeting minutes. Agenda item order changes included discussion of items: 4 (re-opened) after 6.a; 6.b after 4 (re-opened).

AGENDA ITEM 4 - Call for Additional Agenda Items *[for discussion in Agenda Item 11]*
[Agenda item 4.1 was added when agenda item 4 was re-opened after general discussion of agenda item 6.b]

1. Revised Fiscal Year 2017 Budget - George Lovecchio
2. Louisiana Board of Pharmacy, Proposed CDS Statutory Changes - George Lovecchio

Motion was made by Mr. Brooks to add items as noted (agenda item 4.2) to the agenda for discussion later in the meeting during agenda item 11, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.

[Agenda item 4 was re-opened after general discussion of agenda item 6.b.]

Motion was made by Mr. Brooks to add items as noted (agenda item 4.1) to the agenda for discussion later in the meeting during agenda item 11 and to reorder the items under agenda item 4, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.

[The Board returned to agenda item 6.b. after agenda item 4.2.]

AGENDA ITEM 5 - Approval of Meeting Minutes

a. The minutes of the October 17, 2016 Board meeting were presented. **Motion was made by Mr. Gielen to dispense with full reading of the minutes and to accept and approve the minutes of the October 17, 2016 Board meeting as presented, seconded by Mr. Delatte, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.**

AGENDA ITEM 6- Financial Matters

a. Financial Statements

Mr. Lovecchio presented the financial statement for the months of

i. October 2016

ii. November 2016

General discussion of the presented information was held. No formal action was taken on this agenda item.

b. Proposed Budget - Fiscal Year 2018

Mr. Lovecchio presented a proposed budget for Fiscal Year 2018 (July 1, 2017 through June 30, 2018) and amendments to the current budget for fiscal year 2017 (July 1, 2016 through June 30, 2017). General discussion was held.

Motion was made by Mr. Brooks to re-open agenda item 4, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.

[Agenda item 4 was re-opened for discussion after general discussion of agenda item 6.b.]
[The Board returned to agenda item 6.b after agenda item 4.2.]

Motion was made by Mr. Brooks to approve proposed budget for fiscal year 2018 (July 1, 2017 through June 30, 2018) with revisions made by the Board during discussion, seconded by Mr. Horgan, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.

AGENDA ITEM 7 - Professional Services

a. Contract Amendment

i. Inspection Services

Mr. Lovecchio presented a proposed amendment to the current professional service contract for Danny Andrus, for inspection services, adding a payment term for a per-day rate for attendance at training meetings and conference. General discussion

was held. Motion was made by Mr. Dugas to approve the professional service contract amendment for Danny Andrus, inspection services, as presented, seconded by Mr. Gielen, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.

AGENDA ITEM 8 - Old Business

a. Senate Concurrent Resolution 65 - Meaningful Oversight Task Force

Mr. Lovecchio and Ms. Cangelosi presented responses developed by Ms. Cangelosi representative of the Board of the questionnaire from the Meaningful Oversight Task Force. General discussion was held. **Motion was made by Mr. Horgan to approve the responses as presented by Ms. Cangelosi, second by Mr. DeLatte, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.**

AGENDA ITEM 9 - Statutes and Regulations

a. Regulations - Promulgation - Final Rule Adoption

Mr. Lovecchio presented information regarding the current promulgation process for rule amendments in LAC 46:XCI.103, 105, chapter 3, 801 and new rules in chapters 13 and 15. General discussion was held. **Motion was made by Mr. Brooks to adopt rule amendments and new rules in LAC 46:XCI.103, 105, chapter 3, 801, chapters 13 and 15 as published in the notice of intent, seconded by Mr. Dickson, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.**

AGENDA ITEM 10 - Licensing Matters

a. New Licenses Issued List

Mr. Lovecchio presented for review a list of approximately 27 new licenses as issued by the Board office on behalf of the Board since the October 7, 2016 Board meeting. It was noted that approximately 19 of the new licenses issued were first-time Louisiana licensures. General discussion was held. No formal action was taken on this agenda item.

AGENDA ITEM 11 - Additional Agenda Items Properly Brought before the Board (approved in agenda item 3)

1. **Motion was made by Mr. Brooks to approve the amendments to the current budget for Fiscal Year 2017 (July 1, 2016 through June 30, 2017) as presented and discussed during agenda item 6.b, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Brooks, Mr. Dugas, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus; ABSTAINED: None; RECUSED: None.**

[Mr. Dugas exited the meeting at approximately 12 noon after agenda item 11.1.]

2. Louisiana Board of Pharmacy, Controlled Dangerous Substance Program-Proposed Statutory Changes, Third-Party Logistics Providers

Mr. Lovecchio presented information regarding statutory amendments being proposed by the Louisiana Board of Pharmacy for the Controlled Dangerous Substance (CDS) program with regards to third-party logistics providers (3PLPs). General discussion was held. No formal action was taken on this agenda item.

AGENDA ITEM 12 - Policies and Procedures

a. Equal Employment Opportunity (EEO)

Ms. Barbier present the Board's EEO policy for review, revisions, and approval for the new calendar year. General discussion of the present policy was held. **Motion was made by Mr. DeLatte to approve the policy for Equal Employment Opportunity as presented, seconded by Mr. Brooks, and passed by voice vote - FOR: Mr. Brooks, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus and Mr. Dugas; ABSTAINED: None; RECUSED: None.**

Mr. Brooks brought up an issue regarding the manufacture of a new Positron Emission Tomography (PET) imaging product. No formal action was taken. The issue is to be researched by Mr. Lovecchio and Mr. Brooks and discussed at the next Board meeting.

AGENDA ITEM 13 - Board Issues

a. Proposed Board Meeting dates for Year 2017

Ms. Barbier presented proposed meeting dates for 2017 of Tuesday, March 21, 2017; Tuesday, June 20, 2017 (annual); Tuesday, September 19, 2017, and Tuesday, December 12, 2017 (budget approval). Board members are to check their calendars and contact the Board office with any requests for changes to be discussed at future Board meeting.

b. Confirmation of Next Board Meeting Date

The next Board meeting is tentatively set for Tuesday, March 21, 2017.

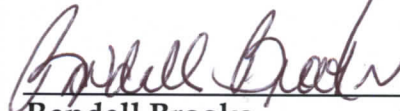
AGENDA ITEM 14 - Adjournment

There being no further business before the Board, **motion was made by Mr. Dickson to adjourn the meeting, seconded by Mr. Brooks, and passed by voice vote - FOR: Mr. Brooks, Mr. Gielen, Mr. Dickson, Mr. DeLatte, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Broadus and Mr. Dugas; ABSTAINED: None; RECUSED: None.**

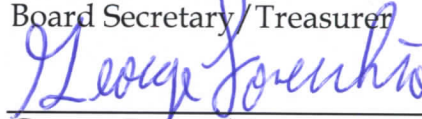
The meeting adjourned at approximately 1:15 pm.

Approved and accepted by the full Board -

Date: 3-21-17



Randall Brooks
Board Secretary / Treasurer



George Lovecchio
Executive Director