

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS

Board Meeting

MINUTES

April 12, 2016

AGENDA ITEM 1 – Call to Order

The meeting was called to order by Robert Broadus, Chairman, at approximately 9:30 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. Broadus that those members in attendance were Mr. Broadus, Randall Brooks, Wayne Gremillion, Kenneth Dugas, and Chad Gielen. Michael Davis and Jacob Dickson were absent. The members in attendance constituted a voting quorum. Also present from the Board's administrative office were George Lovechio, Executive Director, and Kimberly Barbier, Executive Assistant. There were guests in attendance: Mary Roper of Shows, Cali & Walsh, contract attorney.

[Agenda item 4 was discussed after agenda item 2.]

[Agenda item 3 was discussed after agenda item 4.a.]

AGENDA ITEM 3 – Call for Additional Agenda Items *[for discussion in Agenda Item 10]*

1. Upcoming Conventions/Meetings – Board Member Participation.

Motion was made by Mr. Gielen to add items as noted to the agenda for discussion later in the meeting during agenda item 10; and that agenda item 4 was discussed after agenda item 2, agenda item 3 was discussed after agenda item 4.a., and to discuss agenda item 8 after agenda item 3, agenda item 5 after agenda item 8.a, and agenda item 9 after agenda item 7.b, seconded by Mr. Dugas, and passed by voice vote – FOR: Mr. Brooks, Mr. Gremillion, Mr. Dugas, and Mr. Gielen; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Davis and Mr. Dickson; RECUSED: None.

[Agenda item 8 was discussed after agenda item 3.]

[Agenda item 4 was discussed after agenda item 2.]

AGENDA ITEM 4 – Approval of Meeting Minutes

a. The minutes of the December 8, 2015 Board meeting were presented. Mr. Brooks noted one grammatical correction. **Motion was made by Mr. Brooks to dispense with full reading of the minutes and to accept and approve the minutes of the December 8, 2015 Board meeting as presented with grammatical correction, seconded by Mr. Dugas, and passed by voice vote – FOR: Mr. Brooks, Mr. Gremillion, Mr. Dugas, and Mr. Gielen; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Davis and Mr. Dickson; RECUSED: None.**

[Agenda item 3 was discussed after agenda item 4.a.]

[The Board took a break at approximately 11:45 am after agenda item 8.a.; the Board returned to open session at approximately 11:55 am.]

[Agenda item 5 was discussed after agenda item 8.a.]

AGENDA ITEM 5 – Professional Services

- a. Contracts
- i. Accounting Services

Mr. Lovecchio presented a contract amendment for the current professional contract between the Board and Nugent Accounting Services, Ouida Nugent, for accounting services. General discussion was held. **Motion was made by Mr. Gielen to approve the presented contract amendment to the current professional service contract between the Board and Nugent Accounting Services, Ouida Nugent, for accounting services, seconded by Mr. Gremillion, and passed by voice vote - FOR: Mr. Brooks, Mr. Gremillion, Mr. Dugas, and Mr. Gielen; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Davis and Mr. Dickson; RECUSED: None.**

AGENDA ITEM 6- Financial Matters

- a. Financial Statements

Mr. Lovecchio presented the financial statement for the month of December 2015. Ms. Barbier gave an explanation of refund process. Mr. Lovecchio presented the financial statements for months of January, February, and March 2016; and fiscal year 2016 budget actuals through March 31, 2016. Review and general discussion of the presented information was held. No formal action was taken on this agenda item.

AGENDA ITEM 7 – General Business

- a. Policy & Procedure
- i. Equal Employment Opportunity – Annual Approval

Mr. Lovecchio presented the Board's current policy for equal employment opportunity. It was noted that the Board's name on the policy had been changed to the Board's new name. No other changes were noted. **Motion was made by Mr. Dugas to approve the policy on Equal Employment Opportunity as presented, seconded by Mr. Gremillion, and passed by voice vote - FOR: Mr. Brooks, Mr. Gremillion, Mr. Dugas, and Mr. Gielen; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Davis and Mr. Dickson; RECUSED: None.**

- b. Licensure Exemption – General Discussion – Hospital Pharmacy to Hospital Pharmacy

Mr. Lovecchio presented an issue that has come to his attention regarding trading/transferring legend drugs between pharmacies of hospitals not under common ownership; during these trades/transfers the hospital pharmacies are passing along transaction information, transaction histories, and transaction statements in an attempt to be in federal compliance but the hospital pharmacies are not licensed as a

distributor/wholesale distributor by the Board or the appropriate federal official. General discussion was held. Mr. Lovecchio will continue to gather information regarding this issue and will report any findings back to the Board at a future Board meeting.

[Agenda item 9 was discussed after agenda item 7.b.]

[Agenda item 8 was discussed after agenda item 3.]

AGENDA ITEM 8 - Statutes and Regulations

a. Regulations, LAC 46:XCI - Proposed Amendments

Mr. Gielen presented a brief review of the DSCSA/Board Regulation committee meeting held on January 25, 2016. Mr. Lovecchio gave thanks to all who contributed to preparation of the regulation amendments including the committee members - Mr. Gielen, Mr. Brooks, and Mr. Dickson -, Ms. Roper, Ms. Barbier, Mr. John Liggio- Executive Director- Retired, Mr. William Crates- former Board Member, and representatives from AdvaMed. Mr. Lovecchio presented proposed amendments to the Board's regulations in Louisiana Administrative Code 46:XCI. Review of the proposed amendments and general discussion was held. **Motion was made by Mr. Gremillion to approve the amendments to LAC 46:XCI as proposed for promulgation, seconded by Mr. Brooks, and passed by voice vote - FOR: Mr. Brooks, Mr. Gremillion, Mr. Dugas, and Mr. Gielen; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Davis and Mr. Dickson; RECUSED: None.**

[The Board took a break at approximately 11:45 am after agenda item 8.a.; the Board returned to open session at approximately 11:55 am.]

[Agenda item 5 was discussed after agenda item 8.a.]

[Agenda item 9 was discussed after agenda item 7.b.]

AGENDA ITEM 9 - Licensing Matters

a. New Licenses Issued List

Ms. Barbier presented for review a list of approximately 184 new licenses as issued by the Board office on behalf of the Board since the December 8, 2015 Board meeting. It was noted that 89 of the new licenses were first time Louisiana licensures. General discussion was held. No formal action was taken on this agenda item.

AGENDA ITEM 10 - Additional Agenda Items Properly Brought before the Board (approved in agenda item 3)

1. Upcoming Conventions/Meetings - Board Member Participation

Mr. Lovecchio presented information regarding two upcoming conferences which will include the topic of the federal Drug Supply Chain Safety (DSCS) Act that he plans on attending. Invitation was extended to board members for anyone interested in attending either or both conferences with him. No formal action was taken on this agenda item.

AGENDA ITEM 11 - Board Issues

a. Report on Nominations for Expired and New Board Seats

Mr. Broadus noted that the nominations submitted to the Office of the Governor by PhARMA to replace Mr. Gremillion and re-appoint Mr. Broadus (current term expiration 5/10/2016); and the nominations submitted by the distributor association to re-appoint Mr. Davis and Mr. Dugas (current term expiration 5/10/2016), and make an appointment for the new device representative seat created in Act 443 of the 2015 regular legislative session have not been approved/signed by the Governor as of this date. No formal action was taken on this agenda item.

b. Confirmation of Next Board Meeting

The Board confirmed it will tentatively schedule the next meeting for Tuesday, June 7, 2016.

AGENDA ITEM 12 - Adjournment

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

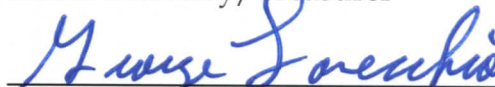
The meeting adjourned at approximately 1:10 pm.

Approved and accepted by the full Board -

Date: 6/7/2016



Randall Brooks
Board Secretary/Treasurer



George Lovechio
Executive Director