

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS
Board Meeting
MINUTES
September 12, 2023

ATTENDANCE:

Members Present:

Michael Davis- Chairman, James Delatte- Vice Chairman, Chad Gielen- Compliance Officer, Scott Irelan- Member, Nicholas Latino- Member, Cindy Luton- Member, and Trion Horgan- Secretary/Treasurer

Members Absent:

Darrick LeBeouf- Member

Office Staff Present:

George Lovecchio- Executive Director, Kimberly Barbier- Executive Assistant

Contract Team Present:

Victoria Bienvenu-Compliance Management

Guests:

Hansen Rogers, Computer Heaven

I. Call to Order

The meeting was called to order by Michael Davis, Board Chairman, on Tuesday, September 12, 2023, at approximately 9:40 am. The meeting was held at the Medline Industries, LP facility located at 2100 Industrial Park Road, Hammond, Louisiana.

II. Roll Call and Introduction of Guests

Roll call was taken by Trion Horgan, Board Secretary-Treasurer, with the above noted results. The members in attendance constituted a quorum.

George Lovecchio, Executive Director, introduced Hansen Rogers from Computer Heaven who represents the Board office for IT services.

III. Call for Additional Agenda Items (Discussion at Agenda Item IX)

Mr. Lovecchio requested to add an item to the agenda for review and approval of an amendment to the current services contract with The Accountant Exec LLC for general accounting services. **Motion was made by Trion Horgan to add agenda item A. Services Contract- Amendment- Accounting Services to agenda item IX. Approved Additional Agenda Items, seconded by Chad Gielen, and passed by voice vote- FOR: James Delatte, Trion Horgan, Chad Gielen, Cindy Luton, Scott Irelan, Nick Latino, and Michael Davis; AGAINST: None; ABSENT: Darrick LeBeouf; ABSTAINED: None; RECUSED: None.**

IV. Approval of Meeting Minutes- June 13, 2023

Mr. Lovecchio presented draft minutes of the June 13, 2023 Board meeting. Individual review of the presented minutes was held. General discussion was held. **Motion was made by James Delatte to dispense with full reading of the minutes and approve the minutes as presented, seconded by Trion Horgan, and passed by voice vote- FOR: James Delatte, Trion Horgan, Chad Gielen, Cindy Luton, Scott Irelan, Nick Latino, and Michael Davis; AGAINST: None; ABSENT: Darrick LeBeouf; ABSTAINED: None; RECUSED: None.**

V. Financial Matters

A. Financial Statements

1. June 2023

Mr. Lovecchio presented a financial transaction list and balance reports for the month of June 2023. General review and discussion was held. No formal action was taken on this agenda item.

Victoria Bienvenu entered the meeting at 9:47 am during discussion of agenda item V.A.1.a.

a. Fiscal Year 2023- Year Ended

Mr. Lovecchio presented a profit/loss budget versus actuals report for the close of fiscal year 2023 as of June 30, 2023. General review and discussion was held. No formal action was taken on this agenda item.

2. July 2023

Mr. Lovecchio presented a financial transaction list and balance reports for the month of July 2023. General review and discussion was held. No formal action was taken on this agenda item.

3. August 2023

Mr. Lovecchio presented a financial transaction list and balance reports for the month of August 2023. General review and discussion was held. No formal action was taken on this agenda item.

B. Fiscal Year 2024 to Date

Mr. Lovecchio presented a profit/loss budget versus actual report for current fiscal year 2024 through August 2023. General review and discussion was held. No formal action was taken on this agenda item. Discussion was held relevant to the annual financial report and annual retirement benefit adjustments. No formal action was taken on this matter.

VI. Service Contracts

A. Renew Services- Accounting Contract

Mr. Lovecchio presented for review the proposed contract for continuation of general accounting services by The Accountant Exec LLC, Ms. Jessica Matthews. General discussion was held. **Motion was made by Cindy Luton to approve the presented contract between the Louisiana Board of Drug and Device Distributors and The Accountant Exec LLC to provide general accounting service for the one-year term of October 1, 2023 through September 30, 2024 for a maximum contract amount not to exceed \$4,000, seconded by Trion Horgan, and passed by voice vote- FOR: James Delatte, Trion Horgan, Chad Gielen, Cindy Luton, Scott Irelan, Nick Latino, and Michael Davis; AGAINST: None; ABSENT: Darrick LeBeouf; ABSTAINED: None; RECUSED: None.**

VII. New Business

A. Prohibition on Wholesaling, Section 503B- Federal FD&C Act

Mr. Lovecchio presented a copy of a draft industry guidance released by the federal Food and Drug Administration in June 2023 regarding prohibition on wholesaling under 503B of the federal Food, Drug, and Cosmetics Act. General discussion was held. No formal action was taken on this agenda item.

B. Assessment of Drug and Device Regulations

Victoria Bienvenu presented general information regarding the veterinary legend drug industry, veterinary legend drug, zylazine, regulation of distribution of veterinary legend drugs, and the potential for public abuse of veterinary drugs. General discussion was held for consideration of regulation of veterinary or non-human legend drug distribution. Ms. Bienvenu was instructed to keep monitoring this issue. No formal action was taken on this agenda item.

VIII. Old Business

A. FDA National Standards- Licensure of Wholesalers and 3PLPs-

Mr. Lovecchio noted the Committee created at the June 13, 2023 Board meeting for the review of the national standards and preparation of proposed board actions needed to meet the standards consists of Mr. Delatte, Mr. Gielen, and Mr. Latino. Mr. Delatte, committee leader, and committee members had decided to postpone meeting until the fall. No formal action was taken on this agenda item.

B. 2023 Legislative Session- Senate Bill 201, Remote Meetings- Update

Mr. Lovecchio presented an update from John Becknell, Regulatory Attorney, regarding Senate Bill 201 (Act 393) of the 2023 Louisiana Legislative Session regarding remote meetings. It was noted that the state through the LA DOA through the LA Register will promulgate rules for all state agencies. No formal action was taken on this agenda item.

C. Compliance Management (Program)- Update

Ms. Bienvenu gave an update on the compliance management plan with regards to DSCSA regulation preparations including licensee preparedness, communication with licensees- new operation policies and procedures, and pharmacy issues- pharmacies purchasing from verified trading partners. Ms. Bienvenu offered an update on general compliance matters. No formal action was taken on this agenda item.

D. Update- Suspicious/Excessive Orders Tracking- AIDE Platform

Ms. Bienvenu gave an update on the AIDE (artificial intelligence data entry) platform for tracking suspicious/excessive order reports- progress, hurdles, and results. Relationship with platform host. No formal action was taken on this matter.

E. Update - Online Public Records Requests Portal

Kimberly Barbier, Executive Assistant, gave an update on the public records request portal for requesting an excel listing of all active licensees. No formal action was taken on this agenda item.

IX. Approved Additional Agenda Items (Agenda Item III)

A. Services Contract- Amendment- Accounting Services

Mr. Lovecchio presented an amendment to the current contract with The Accountant Exec LLC for general accounting services. Due to unanticipated issues with preparation for annual reporting, the maximum contract amount for the current contract requires an increase. Review of the amendment and general discussion was held. **Motion was made by Mr. Delatte to approve the amendment as presented for the present contract between the Louisiana Board of Drug and Device Distributors and The**

Accountant Exec LLC providing general accounting services for the current contract term of October 1, 2022 through September 30, 2023 increasing the maximum contract amount not to exceed \$4,400, seconded by Trion Horgan and passed by voice vote- FOR: James Delatte, Trion Horgan, Chad Gielen, Cindy Luton, Scott Irelan, Nick Latino, and Michael Davis; AGAINST: None; ABSENT: Darrick LeBeouf; ABSTAINED: None; RECUSED: None.

X. Board Matters

A. Reappointments

Mr. Lovecchio acknowledged the reappointment of Scott Irelan to the Board on June 9, 2023. Mr. Irelan's term is through April 25, 2028. No formal action was taken on this agenda item.

XI. Licensure Matters

A. New Licenses Issued

Ms. Barbier presented a list of new licenses issued on behalf of the Board between June 10, 2023 and September 8, 2023. General review as held. No formal action was taken on this agenda item.

XII. Confirmation of Next Board Meeting

Mr. Davis presented that the next Board meeting is tentatively set for Tuesday, December 12, 2023. No formal action was taken on this agenda item.

XIII. Adjournment

There being no further business before the Board, **motion was made by Trion Horgan to adjourn the meeting, seconded by James Delatte, and passed by voice vote- FOR: James Delatte, Trion Horgan, Chad Gielen, Cindy Luton, Scott Irelan, Nick Latino, and Michael Davis; AGAINST: None; ABSENT: Darrick LeBeouf; ABSTAINED: None; RECUSED: None.**

The meeting adjourned at approximately 12:15 pm.

Approved and accepted by the full Board -

Date: _____

12/19/23



Trion Horgan
Secretary/Treasurer



George Lovechio
Executive Director