

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS

Board Meeting MINUTES September 10, 2019

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, Michael Davis, Randall Brooks, Chad Gielen, Jacob Dickson, James Delatte, and Trion Horgan. There were no seated members absent; there is one vacant Board seat. The members in attendance constituted a quorum. Also present from the Board's administrative office were George Lovecchio, Executive Director and Kimberly Barbier, Executive Assistant. John Becknell III, the Board's regulatory counsel, was also in attendance.

Mr. Lovecchio introduced guests in attendance: Mr. Dan Zsido representing National Association of Drug Diversion Investigators (NADDI), Ms. Kandyce Cowart, Blue Cross Blue Shield- Fraud Division, representing Louisiana chapter of NADDI, and Mr. Scott Arceneaux representing Drug Enforcement Agency.

[Mr. Broadus requested the Board continue with agenda item 11 after agenda item 2.]
[Agenda item 3 was discussed after agenda item 8.a.]

AGENDA ITEM 3 - Call for Additional Agenda Items *[for discussion in Agenda Item 9]*

There were no additional agenda items requested. No formal action was taken on this agenda item.

[Agenda item 9 was discussed after agenda item 3.]
[Agenda item 4 was discussed after agenda item 11.]

AGENDA ITEM 4 - Approval of Meeting Minutes

a. The minutes of the June 25, 2019 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 June 25, 2019 Board meeting as presented, seconded by Mr. Davis, and passed by voice vote - FOR: Mr. Davis, Mr. Brooks, Mr. Gielen, Mr. Dickson, Mr. Delatte, and Mr. Horgan; AGAINST: None; ABSENT: None; ABSTAINED: None; RECUSED: None.**

AGENDA ITEM 5 - New Business

a. Presentation - Opioid Awareness

Mr. Lovecchio introduced Mr. Dan Zsida of NADDI. Mr. Zsida presented information regarding the national opioid crisis, including topics on opioid addiction, types of opioids that are commonly abused, reactions to opioid use, and educational programs on prescription drug safety.

[Mr. Delatte exited the meeting during the presentation at approximately 10:45 am.]

At approximately 10:50 am, **motion was made by Mr. Davis to take a break before continuing with the opioid awareness presentations, seconded by Mr. Horgan, and passed by voice vote - FOR: Mr. Davis, Mr. Brooks, Mr. Gielen, Mr. Dickson, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Delatte; ABSTAINED: None; RECUSED: None.**

At approximately 11:07 am, **motion was made by Mr. Brooks to return from their break to open session, seconded by Mr. Dickson, and passed by voice vote - FOR: Mr. Davis, Mr. Brooks, Mr. Gielen, Mr. Dickson, and Mr. Horgan; AGAINST: None; ABSENT: Mr. Delatte; ABSTAINED: None; RECUSED: None.** The presentation was continued as Ms. Kandyce Coward of Blue Cross Blue Shield and representing local NADDI state chapter, presented information regarding NADDI's educational programs currently in place in local schools. Ms. Cowart announced that Mr. Lovecchio had been invited to join the board of the Louisiana chapter of NADDI and that Mr. Lovecchio has accepted. Ms. Cowart continued her presentation regarding NADDI's opioid awareness education programs. Ms. Coward and Mr. Scott Arceneaux of DEA discussed drug take back day programs and online programs on prescription drug safety. It was noted that the Attorney General's Office may be supportive of most of the current programs. Upon conclusion of the presentations with question and answer session, Mr. Zsido, Ms. Cowart, and Mr. Arceneaux exited the meeting.

General discussion was held. Mr. Becknell presented his legal opinion regarding the Board's participation in sponsoring programs for opioid awareness and prescription drug safety. Further discussion was held. The Board will consider expending funds of approximately \$6,500 maximum for a fiscal year to sponsor first-time attendance to NADDI training programs for law enforcement officers from smaller/rural agencies (proposed \$4,000) and publishing of educational materials for NADDI school programs throughout the state (proposed \$2,500).

[Mr. Davis exited the meeting after agenda item 5.a. at approximately 12:44 pm.]

b. Annual Ethics Training

Mr. Lovecchio announced that a training session has been scheduled with the Board of Ethics to present the annual training seminar in person at the Board's

administrative office – 12091 Bricksome Avenue, Baton Rouge - before the Board's next meeting on Tuesday, December 10, 2019 at 9:00 am. No formal action was taken on this agenda item.

c. Infrared Thermometer Devices.

Mr. Lovecchio informed the Board that he had purchased an infrared thermometer device that is currently being field tested by Mr. John Liggio, contracted facility inspector. If all goes well, at least two more devices will be purchased for field inspectors to use. No formal action was taken on this agenda item.

AGENDA ITEM 6 – Financial Matters

a. Financial Statements

Mr. Lovecchio presented the financial statement for June 2019 and a budget versus actual for fiscal year 2019 ending June 30, 2019.

General inquiry was made regarding the fine imposed by the Board against AGC Distributors; Mr. Lovecchio informed the Board that no response on the Board's Order issued at the administrative hearing of June 25, 2019 has been received. Mr. Lovecchio acknowledged he was present when the FDA confiscated drug product from the AGC Distributors facility.

Mr. Lovecchio also presented financial statements for July and August 2019 and a budget versus actual to date for fiscal year 2020 (July 1, 2019 through June 30, 2020) covering July 1 through August 31, 2019. General discussion was held. No formal action was taken on this agenda item.

b. Certified Annual Financial Report (CAFR) Review

Mr. Lovecchio presented general information regarding CAFR submission. This item was deferred to the next board meeting.

AGENDA ITEM 7- Old Business

a. General Statement for Workplace Violence Reporting Policy

This item was deferred from the June 25, 2019 Board meeting. Mr. Lovecchio presented the administrative policy on General Statement for Workplace Violence Reporting with amendments discussed at the June 25, 2019 meeting. The proposed policy was reviewed, and general discussion held. **Motion was made by Mr. Horgan to approve the administrative policy on General Statement for Workplace Violence Reporting as proposed, seconded by Mr. Gielen, and passed by voice vote - FOR: Mr. Brooks, Mr. Gielen, Mr. Dickson, Mr. Horgan, and Mr. Broadus; AGAINST: None; ABSENT: Mr. Davis and Mr. Delatte; ABSTAINED: None; RECUSED: None.**

b. Self-Evaluation Report (SER) Committee Update

Mr. Lovecchio presented an update from the SER Committee. Mr. Lovecchio, Mr. Brooks, and Mr. Davis presented notes from the Committee's meetings with consulting

entity regarding SER preparation services. General discussion was held. No formal action was taken on this agenda item.

c. Surety Bonds

Mr. Lovecchio presented general information regarding surety bonds. General discussion was held. No formal action was taken on this agenda item.

AGENDA ITEM 8 - Licensing Matters

a. New Licenses Issued

Ms. Barbier presented a list of new licenses issued since the June 25, 2019 Board meeting. General discussion was held. No formal action was taken on this agenda item.

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

[Agenda item 9 was discussed after agenda item 3.]

AGENDA ITEM 9 - Additional Agenda Items Properly Brought Before the Board as Approved in Agenda Item 3

There were no additional agenda items added in agenda item 3 for discussion

AGENDA ITEM 10 - Board Matters

a. Confirmation of Next Board Meeting Date

The next Board meeting is tentatively scheduled for Tuesday, December 10, 2019. A reminder was noted of the scheduled Ethics Training Session starting at 9:00 am on Tuesday, December 10, 2019 (before the Board meeting).

[Agenda item 11 was discussed after agenda item 2.]

AGENDA ITEM 11 - General Motion

Motion was made by Mr. Dickson to approve changes in the agenda item order as noted in the minutes and noted as such- agenda item 11 discussed after agenda item 2, agenda item 4 discussed after agenda item 11, agenda item 3 discussed after agenda item 8.a., agenda item 9 discussed after agenda item 3, and agenda item 12 discussed after agenda item 10 - seconded by Mr. Horgan, and passed by voice vote - FOR: Mr. Davis, Mr. Brooks, Mr. Gielen, Mr. Dickson, Mr. Delatte, and Mr. Horgan; AGAINST: None; ABSENT: None; ABSTAINED: None; RECUSED: None.

[Agenda item 4 was discussed after agenda item 11.]

[Agenda item 12 was discussed after agenda item 10.]

AGENDA ITEM 12 - Adjournment

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

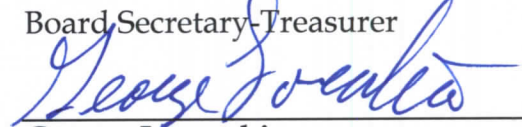
The meeting adjourned at approximately 2:00 pm.

Approved and accepted by the full Board -

Date: 12-10-19



Randall Brooks
Board Secretary-Treasurer



George Lovecchio
Executive Director