

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS

Board Meeting

MINUTES

September 9, 2025

Board Members Present:

Michael Davis-Chairman, Trion Horgan-Secretary/Treasurer, Scott Irelan-Member, Nicholas Latino-Member, Cindy Luton-Member, and Eric Martin-Member

Board Members Absent:

James Delatte-Vice-Chairman and Chad Gielen-Compliance Officer

Office Staff Present:

George Lovecchio-Executive Director, and Kimberly Barbier-Executive Assistant

Contract Staff Present: Victoria Bienvenu-Compliance Manager and John Becknell-Legal Counsel

I. Call to Order

The meeting was called to order on Tuesday, September 9, 2025, at approximately 9:35 am by Michael Davis, Chairman. The meeting was held at the Board's administrative office located at 12091 Bricksome Avenue, Suite B, Baton Rouge, Louisiana.

II. Roll Call and Introduction of Guests

Roll call was taken by Trion Horgan, Secretary-Treasurer, with the above noted results. The members in attendance constituted a quorum. There were no public guests in attendance.

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

Mr. Davis called for any additional items to be added to the agenda for discussion later in the meeting at agenda item X. No additional items were presented to be added to the agenda.

IV. Approval of Meeting Minutes- June 10, 2025

George Lovecchio, Executive Director, presented draft minutes of the June 10, 2025 Board meeting. Individual review of the draft minutes was held. No changes or corrections to the minutes were offered. **MOTION was made to dispense with full reading of the minutes and to approve the minutes of the March 11, 2025 Board meeting as presented; moved by Nicholas Latino, seconded by Trion Horgan, and passed by voice vote- FOR: Trion Horgan, Scott Irelan, Nicholas Latino, Cindy Luton, Eric Martin, and Michael Davis; AGAINST: None; ABSENT: James Delatte and Chad Gielen; ABSTAINED: None; RECUSED: None.**

V. Financial Matters

A. Financial Statements

1. June 2025

Mr. Lovecchio presented for review the financial transaction list and balance reports for the month of June 2025, last month of fiscal year 2025.

a. Fiscal Year 2025 Closing Review

Mr. Lovecchio presented for review the budget versus actuals for fiscal year 2025 (July 1, 2024 through June 30, 2025) representing the closing of fiscal year 2025.

2. July 2025

Mr. Lovecchio presented for review the financial transaction list and balance reports for the month of July 2025, beginning of new fiscal year 2025 (July 1, 2025 through June 30, 2026).

3. August 2025

Mr. Lovecchio presented for review the financial transaction list and balance reports for the month of August 2025.

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

B. FY2026 to Date Review

Mr. Lovecchio presented for review the profit/loss budget versus actuals report for the current fiscal year, 2026, to date covering the period of July 1, 2025 through August 31, 2025. General discussion was held. No formal action was taken on this agenda item.

VI. Service Contracts

A. General Accounting - Renewal of Services

Mr. Lovecchio presented a proposed contract for general accounting services with The Accountant Exec, LLC. The proposed contract is a renewal of current services being provided by the contractor; the current contract terms on September 30, 2025. General review and discussion of the proposed contract was held. **MOTION was made to approve the contract between the Louisiana Board of Drug and Device Distributors and The Accountant Exec, LLC for continuation of general accounting services covering the period of October 1, 2025 through September 30, 2026 for the maximum contract amount of \$6,300.00; motion was made by Trion Horgan, seconded by Cindy Luton, and passed by voice vote-**

FOR: Trion Horgan, Scott Irelan, Nicholas Latino, Cindy Luton, Eric Martin, and Michael Davis; AGAINST: None; ABSENT: James Delatte and Chad Gielen; ABSTAINED: None; RECUSED: None.

VII. New Business

A. Board Staffing – Tentative Succession Plan

Mr. Lovecchio and Kimberly Barbier, Executive Assistant, presented a tentative staffing plan for the Board's administrative office. General discussion was held. No formal action was taken on this agenda item.

B. Market Place Concept for Distribution

Mr. Lovecchio introduced John Becknell, Contract Legal Counsel to present the topic of distribution of legend drugs and medical devices in an online competitive/commercial trade platform known as marketplace. General discussion was held. No formal action was taken on this agenda item.

VIII. Old Business

A. Office of ADA Coordinator – Web Accessibility Program Update

Mr. Lovecchio and Mr. Becknell presented an update on disability accessibility requirements for State agency websites required for ADA compliance. General discussion was held. No formal action was taken on this agenda item.

B. Track and Trace Security Network- Compliance Response Program Update

Ms. Bienvenu presented an update on track and trace and compliance response. General discussion was held. No formal action was taken on this agenda item.

C. Compliance Management Program Update

Ms. Bienvenu presented an update on the Board's compliance program. General discussion was held. No formal action was taken on this agenda item.

D. Federal DSCSA Update

This topic was briefly discussed with agenda item VIII.B. Mr. Lovecchio offered a summary review of the topic. No formal action was taken on this agenda item.

IX. Licensure Matters

A. New Licenses Issued

Ms. Barbier presented a list of new legend drug/device distributor licenses issued since the last Board meeting. General review and discussion of the new license list was held. No formal action was taken on this agenda item.

X. Approved Additional Agenda items (from Agenda Item III)

There were no additional agenda items presented at agenda item III for discussion.

XI. Board Matters

A. Confirmation of Next Board Meeting

The next Board meeting is tentatively scheduled for Tuesday, December 9, 2025.

XII. Adjournment

There being no further business before the Board,

MOTION was made to adjourn the meeting; moved by Scott Irelan, seconded by Eric Martin, and passed by voice vote- FOR: Trion Horgan, Scott Irelan, Nicholas Latino, Cindy Luton, Eric Martin, and Michael Davis; AGAINST: None; ABSENT: James Delatte and Chad Gielen; ABSTAINED: None; RECUSED: None.

The meeting adjourned at approximately 10:50 am.

Approved and accepted by the full Board -

Date:

12/9/25


Trion Horgan, Board Secretary/Treasurer


George Lovecchio, Executive Director