

LOUISIANA BOARD OF WHOLESALE DRUG DISTRIBUTORS

Board Meeting MINUTES December 8, 2015

AGENDA ITEM 1 - Call to Order

The meeting was called to order by Robert Broadus, Chairman, at approximately 10:32 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, Kenneth Dugas, and Jacob Dickson. Randall Brooks was absent due to a medical issue. Wayne Gremillion arrived at approximately 11:55 am after agenda item 4.a. Ken Dugas exited the meeting at approximately 12:00 noon during agenda item 6.a. 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. There were guests in attendance: Keith Speights of Constant Care Technology, Mary Roper of Shows, Cali & Walsh, and Rudy Gomez of SSA Consultants.

[The Board discussed agenda item 7.a. 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]*

There were no additional items to add to the agenda.

[The Board discussed agenda item 6.a. after agenda item 3.]

[Agenda item 4.a. was discussed after agenda item 5.a.i.]

AGENDA ITEM 4 - Approval of Meeting Minutes

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

[The Board discussed agenda item 3 after agenda item 4.a.]

[Agenda item 5.a.i. was discussed after agenda item 6.c.]

AGENDA ITEM 5 - Professional Services

a. Contracts

i. Inspection Services

Mr. Lovecchio presented a contract amendment for the current professional contract between the Board and Danny Andrus for facility inspection services. **Motion was made by Mr. Davis to approve the contract amendment to the current professional service contract between the Board and Danny Andrus for facility inspections, seconded by Mr. Dickson, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Dugas, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Gremillion, and Mr. Gielen; RECUSED: None.**

[The Board discussed agenda item 4.a. after agenda item 5.a.i.]

[Agenda item 6.a. was discussed after agenda item 3]

[Mr. Gremillion arrived at the meeting. Mr. Dugas exited the meeting.]

AGENDA ITEM 6- Financial Matters

a. Financial Statements

Mr. Lovecchio presented the financial statements for months August, September, October, and November 2015. Review and general discussion of the financial statements was held. No formal action was taken on this agenda item.

b. Banking Matters

i. Board Chairman Authorization

Mr. Lovecchio presented the need for a resolution to affirm the powers of the Chairman position. **Motion was made by Mr. Gremillion to approve the resolution to confirm that at the annual Board meeting held on June 9, 2015, Mr. Robert "Bob" V. Broadus was elected to the position of Chairman of the Board which is the highest representative position of the Board, and therefore evocative of Mr. Broadus' ability to represent the Board in any and all aspects, including to enter into any and all contractual obligations on behalf of the Board, seconded by Mr. Davis, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Gremillion, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Dugas, and Mr. Gielen; RECUSED: None.**

ii. Board Name Change

Mr. Lovecchio presented the need for a resolution to designate Whitney Bank to continue as the Board's financial institution and to approve the bank resolution to change the board's name on all accounts. **Motion was made by Mr. Davis to designate Whitney Bank to continue as a depository for the public funds of the Board - checking account and various certificates of deposit accounts - under the new name of the Board - Louisiana Board of Drug and Device Distributors, and to approve the "Resolution of a State or Local Government Operating Under Authority of an Elected/Appointed Governing Official" document for signature by the Board Chairman and submission to Whitney Bank, seconded by Mr. Gremillion, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Gremillion, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Dugas, and Mr. Gielen; RECUSED: None.**

[The Board discussed agenda item 8.a. after agenda item 6.b.ii.]
[Agenda item 6.c. was discussed after agenda item 8.b.]

- c. Proposed Budget – Fiscal Year 2017 and Budget Amendments – Fiscal Year 2016
Mr. Lovecchio presented a work up of amendments to the current fiscal year 2016. General discussion was held. **Motion was made by Mr. Dugas to approve the proposed amendments to the current fiscal year 2016 budget as presented, seconded by Mr. Davis, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Dugas, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Gremillion, and Mr. Gielen; RECUSED: None.** Mr. Lovecchio presented a proposed budget for the upcoming fiscal year 2017. General discussion was held. **Motion was made by Mr. Dickson to approve the proposed budget for the upcoming fiscal year 2017 as presented, seconded by Mr. Davis, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Dugas, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Gremillion, and Mr. Gielen; RECUSED: None.**

[The Board discussed agenda item 5.a.i. after agenda item 6.c.]
[Agenda item 7.a was discussed after agenda item 2.]

AGENDA ITEM 7 – Statutes and Regulations

a. Regulations – Proposed Amendments

Mr. Dickson informed the Board that the full DSCSA Review Committee was unable to meet and that the committee would need additional time to review and prepare amendments to the regulations for presentation to the full Board for approval. Mr. Dickson, committee member, did meet with Mr. Lovecchio and Ms. Roper to review the proposed amendments and suggested amendments received from various sources. Ms. Roper presented a suggestion received from Mr. Spreights' company that the committee will review. Mr. Spreights acknowledge the proposed change. The committee will plan to meet again then present the proposed amendments to the Board for approval at the next Board meeting. No formal action was taken on this agenda item.

[The Board discussed agenda item 8.b. after agenda item 7.a.]
[Agenda item 8.a. was discussed after agenda item 6.b.ii.]

AGENDA ITEM 8 – General Business

a. Research and White Paper on Device Distribution Regulation

Mr. Lovecchio presented a white paper prepared by Jasos Group entitled "Comparison and Gap Analysis of Federal and State Regulatory Authority Related to Supply Chain Integrity of Medical Device Distributors". General discussion was held. The members commented that the information provided in the paper was very enlightening. No formal action was taken on this agenda item.

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[The Board discussed agenda item 8.c. after agenda item 8.a.]
[Agenda item 8.b was discussed after agenda item 7.a.]

b. SSA Consultants

Mr. Gomez presented highlights of the meetings of the Task Force on Device Distribution created under Senate Resolution 177 of the 2015 Regular Legislative Session which were facilitated by SSA Consultants. General discussion was held. No formal action was taken on this agenda item.

[The Board discussed agenda item 6.c. after agenda item 8.b.]
[Agenda item 8.c. was discussed after agenda item 8.a.]

c. FDA Meeting on the Drug Supply Chain Safety Act

Mr. Lovecchio presented information regarding the FDA meeting in Washington DC that he had been invited to and had attended on the Drug Supply Chain Safety Act. General discussion was held. No formal action was taken on this agenda item.

AGENDA ITEM 9 - Licensing Matters

a. New Licenses Issued List

Mr. Lovecchio presented for review a list of approximately 68 new licenses as issued by the Board office on behalf of the Board since the September 8, 2015 Board meeting. Mr. Broadus noted that it would be interesting to the Board to know how many of the new licenses issued were first time issues. Ms. Barbier provided that approximately 40 of the 68 new licenses listed were initial licensure. 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)

There were no additional agenda items brought before the Board.

AGENDA ITEM 11 - Board Issues

a. Report on Nominations for Expired and New Board Seats

Mr. Broadus noted that PhARMA has submitted a nomination to the Office of the Governor to replace Mr. Gremillion on the Board. Mr. Dickson noted that the Association has sent a letter requesting re-appointment of Mr. Davis to the Board. General discussion was held regarding the new member seat representing the device industry created in Act 443 of the 2015 regular Legislative session. The Association will look into submitting a nomination for this newly created seat on the Board.

b. Board Meeting Dates - Calendar Year 2016

Mr. Lovecchio presented tentative meeting dates for calendar year 2016. No formal action was taken on this agenda item.

c. Confirmation of Next Board Meeting

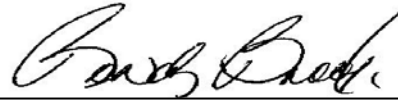
The Board confirmed it will tentatively schedule the next meeting for Tuesday, March 22, 2016.

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. Gremillion, and passed by voice vote - FOR: Mr. Broadus, Mr. Davis, Mr. Gremillion, and Mr. Dickson; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Brooks, Mr. Dugas, and Mr. Gielen; RECUSED: None.**

The meeting adjourned at approximately 1:00 pm.

Approved and accepted by the full Board - Date: April 12, 2016



Randall Brooks
Board Secretary-Treasurer



George Lovechio
Executive Director