

LOUISIANA BOARD OF WHOLESALE DRUG DISTRIBUTORS

Board Meeting

MINUTES

September 18, 2012

AGENDA ITEM 1 - Call to Order

The meeting was called to order by Robert Broadus, Chairman, at approximately 9:35 am. The meeting was held in Baton Rouge, Louisiana at the Administrative Office of the Board located at 12091 Bricksome Avenue, Suite B, Baton Rouge, Louisiana.

AGENDA ITEM 2 - Roll Call

It was noted by Mr. Broadus that those members in attendance were Mr. Broadus, Randall Brooks, Hersh Paul, Wayne Gremillion, Michael Davis, and Kenneth Dugas. William Crates was absent. Also present from the Board's administrative office were John Liggio, Kimberly Barbier, and George Lovecchio. The Board members in attendance constituted a quorum. There were guests in attendance: Mr. Jacob Dickson of Morris Dickson; Ms. Lyn Savoie of Kean Miller; Ms. Linda Rodrigue of Kean Miller; Mr. George Papale of the Louisiana Physical Therapy Board; and Mr. Chad Gielen of Louisiana Wholesale Drugs.

AGENDA ITEM 3 - Appearance Before the Board

Ms. Rodrigue along with Ms. Savoie and Mr. Papale presented information to the Board regarding their request currently under consideration for approval of Physical Therapists as authorized recipients of wholesale drug/device distributors. No formal action was taken on this item.

[Ms. Rodrigue, Ms. Savoie, and Mr. Papale exited the meeting after agenda item 3 at approximately 10:00 am.]

AGENDA ITEM 4 - Call for Additional Agenda Items *[for discussion in Agenda Item 12]*

- 1) Ms. Barbier requested to add an item - Bank Authorization Resolution for adoption.

Motion was made by Mr. Gremillion to add the item to the agenda, seconded by Mr. Paul and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.

AGENDA ITEM 5 - Disciplinary/ Enforcement Matters

a. Disciplinary Actions

i. Administrative Hearing

- 1) Docket No. 2011011 - LakeviewLA Inc., Jefferson Parish LA, Louisiana license no. 4598; the hearing had been rescheduled for December 13, 2012.

ii. Consent Agreements - Mr. Gremillion, Compliance Officer, presented consent agreement for review and approval as follows:

- 1) Docket No. 2012006 - AirGas USA LLC, Geismar LA, Louisiana license no. 4501; violation(s) - LAC 46:XCI.309.A.2.d - wholesale drug or device distributors that distribute medical gases only who stores the medical gas on an open dock shall be equipped with a monitored alarm system to detect entry after hours - specifically, the motion detectors were not working where medical gases were being stored on an open dock area; \$500 fine and \$250 administrative costs. **Motion was made by Mr. Brooks to approve and accept the consent agreement as executed and presented, seconded by Mr. Dugas and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, and Mr. Dugas; AGAINST: None; ABSTAINED: Mr. Davis; ABSENT: Mr. Crates; RECUSED: Mr. Gremillion.**

AGENDA ITEM 6 - Approval of Meeting Minutes

The minutes of the June 19, 2012 Board meeting were presented. **Motion was made by Mr. Brooks to dispense with full reading of the minutes and to accept and approve the minutes as presented, seconded by Mr. Gremillion, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

AGENDA ITEM 7 - Financial Matters

a. Financial Statements

Financial information was presented for June, July, and August 2012. Review of presented information and general discussion was held. No formal action was taken on this item.

b. Annual Financial Review - Fiscal Year 2012

Mr. Liggio presented the report prepared by Mr. Michael Glover, CPA after his annual review of the Board's financial records for fiscal year 2012. Review of the report and general discussion was held. **Motion was made by Mr. Davis to accept the annual financial report for FY2012, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

AGENDA ITEM 8 - Licensing Matters

a. New License Issued

A list of approximately 60 new licenses as issued by the Board office on behalf of the Board since the June 19, 2012 Board meeting was available for review. General discussion was held. No formal action was taken on this item.

September 18, 2012

AGENDA ITEM 9 - Old Business

a. Committee Report - Qualifications for Designated Responsible Party

Mr. Liggió presented proposed qualifications for the applicant/ licensee designated responsible party. General discussion was held and amendments made to the proposed qualifications presented. The Board instructed to have the Board's attorney review the proposed qualifications as amended for the designated responsible party for proper wordage to do this requirement. The item will be reviewed by the Board at the next Board meeting.

b. Physical Therapy Regulations

Item was deferred to the next Board meeting.

AGENDA ITEM 10 - Statutes and Rules

a. Rule Promulgation Update

Mr. Liggió presented an update of current rule promulgation: (1) final rule LAC 46:XCI.801 - Fees; (2) amendments to LAC 46:XCI.313 - Policy and Procedures, and new regulation 1101 - Order of Quarantine. No formal action was taken on this item.

AGENDA ITEM 11 - General Matters

a. Policies and Procedures

i. Board Staff Travel Expenses

A proposed policy and procedure was presented. General discussion was held and amendments made to wording. **Motion was made by Mr. Dugas to approve the policy and procedure for Board Staff Travel Expenses as amended, seconded by Mr. Brooks, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

ii. Ethics Codes

A proposed policy and procedure was presented. General discussion was held and amendments made to wording. **Motion was made by Mr. Dugas to approve the policy and procedure for ethics codes as amended, seconded by Mr. Paul, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

b. New Database Program

Mr. Liggió presented information regarding the proposal from GL Solutions for development and hosting of a personalized license database program at a proposed monthly rate of approximately \$1,700 with no upfront set up costs. Mr. Liggió and Mr. Lovecchio had traveled to the Arkansas Board of Pharmacy to view their system hosted by GL Solutions with favorable impressions. They also reviewed an electronic file system provided by LaserFish to be used by the Arkansas Board which Mr. Liggió will

September 18, 2012

look into further. Mr. Liggio informed the Board he has checked into at least three other database system hosts used by other licensing agencies finding upfront start up costs of \$50,000 to \$80,000 and an average of \$1,500 to \$1,800 monthly maintenance charges. Per information provided by the Office of Contract Review, the Board would have to have a professional service contract with GL Solutions for this work. **Motion was made by Mr. Gremillion to accept the proposal of GL Solutions for development and hosting of a new license database program and to start the process to contract with GL Solution for this work, seconded by Mr. Brooks, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

AGENDA ITEM 12 - Additional Agenda Items *(added per Agenda Item 4)*

1) Ms. Barbier presented the bank authorization resolution to authorize Mr. Liggio to request on-line access to the Board's (publicly funded) bank account for review of balances and reports only. General discussion was held. **Motion was made by Mr. Davis to adopt the Whitney Bank Treasury Service Authorization Resolution for signature to authorize Mr. Liggio to request on-line access to the Board's publically funded bank account for review of account balances and reports only, seconded by Mr. Dugas, and passed by voice vote - FOR: Mr. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

AGENDA ITEM 13 - Board Matters

a. Confirmation of Next Board Meeting Date

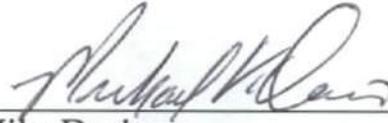
Mr. Broadus requested Ms. Barbier to email the tentative date of December 13, 2012 for the next Board meeting to all Board members and the Board's attorney for them to check their calendars and confirm their availability.

AGENDA ITEM 13 - 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. Broadus, Mr. Brooks, Mr. Paul, Mr. Gremillion, Mr. Davis, and Mr. Dugas; AGAINST: None; ABSTAINED: None; ABSENT: Mr. Crates; RECUSED: None.**

The meeting adjourned at approximately 11:50 am.

Approved and accepted by the full Board - Date: December 13, 2012



Mike Davis
Board Vice-Chairman



John Liggio
Executive Director