



*Supporting the State of Florida  
Prescription Drug Monitoring Program*

**Agenda**

Florida PDMP Foundation  
Friday, June 14, 2013  
9:00 a.m.to 10:00 a.m.

Teleconference Information  
Dial In Number: (888) 670-3525  
Participant Code: 164 869 6226

Board of Directors:

Dave Bowen, Chair  
Mike Ayotte, Director  
Karen Ellis, Secretary  
Honorable Mike Fasano, State Representative, Director  
Brian Kahan, Treasurer  
Gavin Meshad, Vice-Chair  
Chief Don De Lucca, Director  
Sheriff Tom Knight, Director  
Jill Rosenthal, MD, Director

DOH:

Lucy Gee, Division Director  
Rebecca Poston, Program Manager  
Erika Marshall, Outreach Director

<b>Item</b>	<b>Topic</b>	<b>Discussion</b>
1	Welcome and Opening Remarks	Chairman Bowen
2	Roll Call and Review of Sunshine Law	Secretary Ellis
3	Approval of May 31, 2013 minutes	Chairman Bowen
4	Treasurer's Report	Treasurer Kahan Review and Approve Budget
5	Fund Raising Goals and Opportunities	Vice-Chair Meshad
6	Other Business	Chairman Bowen
7	Adjourn	Chairman Bowen

**Action Items:**

#	Action Item	Person Responsible	Target Date	Completion Date
1	Identify organization to provide Funding Campaign Strategy Training- Solicit cost proposal.	Gavin Meshad	3/8/2013	On-going
2	Send Ms. Poston contact list of potential donors	All Directors	3/29/2013	On-Going
3	Explore creating a video message	Ms. Gee	4/19/2013	In progress
4	Confirm donation option on licensure renewal	Ms. Gee	4/19/2013	In progress
5	Create FACT v MYTH	Gavin Meshad Rebecca Poston	4/19/2013	In progress
6	Solicit DOH Graphics to Design Brochure	Rebecca Poston	5/1/13.	In progress
7	Work with Sachs to add visitor tracking and update tabs on website	Erika Marshall	5/3/2013	In progress
8	Identify type of financial audit required in Section 893.055(11)(i), F.S.	Ms. Gee to check with Budget.	5/3/2013	In progress
9	Draft job description for Executive Director	Sheriff Knight Rebecca Poston	6/12/2013	In progress