

Minutes

Florida PDMP Foundation

Friday, May 31, 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

Karen Ellis, Secretary

Sheriff Tom Knight, Director

Gavin Meshad, Vice-Chair

Jill Rosenthal, MD, Director

DOH:

Lucy Gee, Division Director

Rebecca Poston, Program Manager

Erika Marshall, Outreach Director

Guests

Kelly Corridor

Absent:

Mike Ayotte, Director

Chief Don De Lucca, Director

Honorable Mike Fasano, State Representative, Director

Brian Kahan, Treasurer

| **Item** | **Topic** | **Discussion** |
| --- | --- | --- |
|  | Welcome and Opening Remarks  New Members:  Sheriff Tom Knight  Jill Rosenthal, MD | Chair Bowen called the meeting to order at 9:05AM and welcomed two new Board of Directors, Sheriff Tom Knight and Dr. Jill Rosenthal. |
|  | Roll Call and Review of Sunshine Law | Secretary Ellis called the roll. All Directors were present except Brian Kahan, Mike Ayotte, Representative Fasano, Chief DeLucca.  Ms. Ellis reminded the Board the Foundation operates under Florida’s Sunshine Law. The meeting minutes and or audio portion of the meeting are available for review. There should be no communication or correspondence between board members related to items of business that are on the agenda or may be on future meeting agendas. |
|  | Approval of May 3, 2013 minutes | Moved by Meshad, second by Ellis to approve May 3, 2013 meeting minutes. The meeting for May 17, 2013 was cancelled. |
|  | Treasurer’s Report | Chair Bowen asked Ms. Poston to present the budget.  The attached budget narrative was reviewed by Ms. Poston. The Board recommended adding an expense category to include fund raising events and increase expenditure costs for travel, marketing and expenses associated with marketing.  Motion by Meshad, second by Ellis to approve the budget ($100,000) and move forward with the hiring of an Executive Director.  Sheriff Knight and Ms. Poston will create a job description for the executive director. Strengths of the individual should include a dynamic personality with great organization, communication skills and fund raising experience. |
|  | Fund Raising Goals and Opportunities | Vice-Chair Meshad opened the discussion  Celebrity Fundraiser:  Ms. Ellis reported she has been in contact with John Travolta and Kelly Preston regarding the hosting of a fundraiser at the Golden Ocala Country Club. The Travolta’s may be able to help with the guest list. The Foundation will organize the event, and pay any upfront cost.  Ms. Ellis is also reaching out to Tracy McGrady and Venus Williams to see if they have any interest in participating in an event.  Kelly Corredor, President and CEO from The Skeeterhawk Experiment introduced her new not for profit with a mission to end the scourge of prescription drug abuse through the testing of innovative prevention, treatment and overdose rescue strategies in real-life communities. Ms. Corredor suggested promoting a license plate where a percentage of the proceeds could go to the Foundation. Please visit the link <http://www.flhsmv.gov/specialtytags/SLP.html>  (useful steps are found in the internal link entitled "DMV Procedure RS-20").  Ms. Poston will provide the link to the report Ms. Corridor mentioned.- <https://www.communitycarenc.org/population-management/chronic-pain-project/>  Dr. Rosenthal mentioned the opportunity to partner with electronic medical record vendors in addition to prescription benefit managers. It is important to incentivize physicians for outcome based medicine. |
|  | Other Business | Chairman Bowen- none at this time. |
| 7 | Adjourn | Motion to adjourn by Dr. Rosenthal, second by Sheriff Knight at 10:02AM |

**Action Items:**

| **#** | **Action Item** | **Person Responsible** | **Target Date** | **Completion Date** |
| --- | --- | --- | --- | --- |
| 1 | Identify organization to provide Funding Campaign Strategy Training- Solicit cost proposal. | Gavin Meshad | 3/8/13 | On-going |
| 2 | Send Ms. Poston contact list of potential donors | All Directors | 3/29/13 | On-Going |
| 3 | Explore creating a video message | Ms. Gee | 4/19/13 | In progress |
| 4 | Confirm donation option on licensure renewal | Ms. Gee | 4/19/13 | In progress |
| 5 | Create FACT v MYTH | Gavin Meshad  Rebecca Poston | 4/19/13 | In progress |
| 6 | Solicit DOH Graphics to Design Brochure | Rebecca Poston | 5/1/13. | 5/31/13 |
| 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 |
|  | Amend budget to include increase in travel, marketing and fundraiser | Treasurer Kahan and Ms. Poston | 6/14/13 | 6/14/13 |
|  | Insert new members’ names on website. | Erika | 5/31/13 | 5/31/13 |