



*Supporting the State of Florida  
Prescription Drug Monitoring Program*

Minutes

Florida PDMP Foundation  
Friday, September 20, 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 Bailey, Secretary  
Brian Kahan, Treasurer  
Gavin Meshad, Vice-Chair  
Jill Rosenthal, MD, Director

DOH:

Rebecca Poston, Program Manager  
Erika Marshall, Outreach Director

Absent:

Lucy Gee, Division Director  
Mike Ayotte, Director  
The Honorable Mike Fasano  
Chief DeLucca  
The Honorable Tom Knight

Item	Topic	Discussion
1	Welcome and Opening Remarks	Chairman Bowen called the meeting to order at 9:10AM due to technical difficulties with conference dial in number.
2	Roll Call and Review of Sunshine Law	Secretary Bailey called the roll. All directors were present except Mike Ayotte, Honorable Mike Fasano, Honorable Tom Knight, and Don Delucca.  Ms. Bailey 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.

Item	Topic	Discussion
3	Approval of September 6, 2013 minutes	Motion by Meshad, second by Bailey to approve minutes the September 6 minutes.
4	Treasurer's Report	Treasurer Kahan reported there is \$7,168.88 in the Wells Fargo Checking account and \$61,617.87 in the high yield savings account, for a total available balance of \$68,786.75. This includes a \$5,000 donation from the Santa Rosa County Sheriff's Office. The accountant has received confirmation the IRS has received the financial package.
5	Fund Raising Goals and Opportunities	Vice-Chair Meshad reported fund raising efforts are ongoing with focus on hiring Executive Director.
6	Other Business <ul style="list-style-type: none"> <li>Executive Director Screening</li> <li>Google Analytics Report</li> </ul>	Ms. Poston suggested three directors individually contact the five candidates for the Executive Director position. She will send questionnaires for the directors to score the response. An invitation will be sent to the top two candidates to attend the next meeting for open questions from all directors. Chairman Bowen will forward Bob McDonald's resume for Ms. Poston to include in the directors' packets.
7	Adjourn	Motion by Kahan, second by Meshad to adjourn at 9:38AM.

**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	Screen Executive Director candidates	Dave Bowen	9/20/2013	Pending
3				
4				