



AGENDA

Board of Directors

Annual Meeting

Date: Saturday July 31, 2021
Time: 1:00 p.m. – 3:00 p.m. (EST)
Location: Palm Beach Room
Hilton Bonnet Creek Hotel, Orlando

Teleconference Information:

Dial in Number: (888) 537-7715

Participants Pass Code: 66812234#

Board of Directors Participating:

Jill Rosenthal, MD, MPH, Chair
Samir Vakil, DPM, Vice Chair
Greg Nazareth, R. Ph., Treasurer
Lee Ann Brown, DO, Secretary
Lorraine Duthe, Esq., Director
Hon. Al Nienhuis, MBA, Director
Nomen Azeem, MD, Director
Anthony Silvagni, DO, Director

Executive Director:

Robert Macdonald, MS, Ex. Director

Staff:

Kaitlin Brown, Education Program Specialist

Legal Counsel:

Jason D. Winn, Esq.

Department of Health:

Becki Poston, BPharm, MHL, E-FORCSE Program Manager
Kelli Ferrell, PhD, RPh, OD2A Grant Prevention Lead Coordinator

Guest: Melissa Carter, FMA Sr. Vice President Education and Member Services

1. Call to Order Dr. Rosenthal
2. Roll Call/Sunshine Law Dr. Brown
3. Approval of Minutes: (November 9, 2020) Dr. Rosenthal
Attachment I
4. Report of the Chair: Dr. Rosenthal
 - A. Opening Remarks
 - B. Review of Peer-to-Peer Course Live Presentations:
 - 1) Florida Podiatric Medical Association
 - 2) Florida Dental Convention
 - 3) Course Evaluation Reports Kaitlin Brown
 - 4) Course Certification Distribution Kaitlin Brown
5. Treasurer's Report Mr. Nazareth
6. Committee Reports:
 - A. Education Committee Dr. Azeem
 - B. Communications Committee Dr. Brown
7. Report of Legal Counsel Mr. Winn
8. Report from the Department of Health:
 - A. E-FORCSE Update Ms. Poston
 - B. Foundation Role in Administration of Harold Rogers Grant Ms. Poston
 - C. OD2A Grant Update and Future Foundation Involvement Dr. Ferrell
 - D. OD2A Grant/PDMP Learning Collaboration Meeting Report Dr. Ferrell
Mr. Macdonald
9. Executive Director Report: Mr. Macdonald

- A. Status Report: E-FORCSE Outreach and Education Programs:
 - 1) FOMA Region 2 Symposium
 - 2) Florida Police Chiefs Association
 - 3) Florida Podiatric Medical Association SAM Conference
 - 4) Pinellas Society of Osteopathic Medicine Winter Seminar
 - 5) Florida Podiatric Medical Association Summer Conference
 - 6) Florida Dental Convention
 - 7) Florida Pharmacy Association
 - 8) Florida Medical Association
- B. Upcoming 2021 E-FORCSE Outreach and Education Programs:
 - 1) Florida Academy of Physician Assistants Summer Conference
 - 2) Florida Society of Health System Pharmacists Conference
 - 3) Florida Chapter of Emergency Physicians Symposium by the Sea
 - 4) Florida Society of Interventional Pain Physicians
 - 5) Florida Nurse Practitioners Network Annual Conference
 - 6) Florida Osteopathic Medical Association: Peer-to-Peer Online Course
 - 7) Florida Academy of Pain Medicine Annual Conference
 - 8) Florida Academy of Family Physicians
- C. Completion of 2020 Annual Report (August 2021)
- D. Administration of OD2A and Harold Rogers Grants:
 - 1) Manage Development of Course Content for Webinars
 - 2) Identify Speakers for Webinars
 - 3) Coordinate Webinar Production with FMA Staff
 - 4) Coordinate Webinar Distribution with DOH OD2A Staff
 - 5) Continue to Schedule Peer-to-Peer Course on Best Practices For Use of PDMP Database in Pilot Counties, Universities, State Healthcare Organizations and other Jurisdictions
 - 6) Coordinate Harold Rogers Grant Service Fees with Appriss Health
- E. Provide IRS 990 Forms for Distribution with Annual Report

- F. Coordinate FY 2021-2022 Audit Preparation
 - G. Forward DOH Financial Info for Annual Government Accounting Standards Board Review
10. Review of Revised FY 2021-2022 Budget [Distributed Separately] Mr. Macdonald
 11. Board of Directors Terms Mr. Macdonald
 12. Election of Officers: Dr. Rosenthal
 - A. Chair
 - B. Vice Chair
 - C. Secretary
 - D. Treasurer
 13. Public Comments Dr. Rosenthal
 14. Announcements Dr. Rosenthal
 15. Date of Next Meeting: TBD
 16. Adjournment

BOARD OF DIRECTORS
CONFERENCE CALL MEETING
MINUTES

Date: Monday November 2, 2020

Time: 6:00 p.m. (EST)

Chair: Dr. Samir Vakil

Members Present (Officers): Dr. Samir Vakil, Vice Chair. Dr. Lee Ann Brown, Secretary and Mr. Greg Nazareth, Treasurer

Members Present (Directors): Lorraine Duthe, Esq., Sally West, Dr. Dan Gesek, Dr. Nomen Azeem, Ms. Tyler Davis, Dr. Anthony Silvagni and Hon. Al Nienhuis

Member Absent (Officer): Dr. Jill Rosenthal, Chair

Staff: Robert Macdonald, MS, Executive Director and Kaitlin Brown, Education Program Specialist

Legal Counsel: Jason D. Winn, Esq

Department of Health: Becki Poston, BPharm, MHL, Program Manager, E-FORCSE

Call to Order

The vice-chair called the PDMP Foundation Board of Directors conference call meeting to order at 6:03 p.m., Monday November 2, 2020. He announced that Dr. Rosenthal had an unforeseen meeting conflict and would attempt to join the conference call later.

Roll Call/Sunshine Law

The vice-chair called on the secretary to call the roll and provide the Sunshine Law statement. Dr. Brown called the roll. She announced that a quorum was present. She then the read the Sunshine Law statement.

Approval of Minutes of Last Meeting (May 13, 2020)

The vice-chair called for the approval of the Board of Directors minutes from the November 18, 2019 conference call. A motion was made by Dr. Silvagni and seconded by Sheriff Nienhuis to approve the minutes as distributed. The vice-chair, hearing no request for discussion, called for a vote on the motion and it was adopted unanimously.

Report of the Chair

In the absence of the chair, the vice-chair called on Mr. Macdonald to update the board on the live presentation of the peer-to-peer course "Improving Best Practices for Patient Care: Optimizing the Use of the PDMP Database". Mr. Macdonald reported that the course was presented live and streamed on October 11, 2020 as part of the program of the Florida Osteopathic Medical Association District 2 Symposium at the World Golf Village Resort, St. Augustine. He said the course presenters included Dr. Rosenthal, who acted as moderator presenting the course objectives and conclusion and introduction of speakers; Jason Winn, legal counsel, who covered the legal and regulatory aspects of the PDMP law; Dr. Joshua Lenchus, the keynote presenter who lectured on the value and best practices for use of the PDMP database and myself who gave an overview of the legislative intent of the PDMP law and the role of the Foundation. Mr. Macdonald also informed the board that the course was video-taped at the symposium for future online presentation.

PDMP Foundation Education Program Specialist Kaitlin Brown then provided the board with the results of the course evaluation. She said that the majority of attendees gave positive responses to the course information stating that the material covered would be helpful in better understanding how best to use the database. She then noted that all attendees received course certifications and their attendance was entered in CE Broker.

Treasurer's Report

The vice-chair called on Mr. Nazareth for the treasurer's report. He gave the following update on foundation finances:

He said that as of October 16, 2020, the total PDMP Foundation assets were **\$1,310,353** in Wells Fargo banking and brokerage accounts. This includes **\$24,353** in the checking account; **\$287,611** in Restricted Funds and **\$14,559** in Unrestricted Funds in the Business Platinum Savings Account; and **\$983,830** in the brokerage account.

He then provided an Investment Account update. The treasurer said that until interest rates for Certificates of Deposit increase above 1.00% the **\$983,832** restricted funds in the Wells Fargo Brokerage account will remain in a money market cash account.

Mr. Nazareth then report on the status of the FY 2020-2021 budget. He said that the approved budget for FY 2020-2021 was **\$111,900**. Of that total, **\$80,000** was allocated to PDMP Foundation projects and programs and **\$29,900** to Office Operations. In addition, the Foundation allocated up to **\$250,000** in reimbursable funds for the expenses allocated towards the implementation of the goals and objectives of the OD2A Grant contract.

Through October 16, 2020, the current total expenses for the fiscal year for Foundation programs and operations are **\$29,091**. This total is **26%** percent of the approved PDMP Foundation budget.

The expenses allocated to the OD2A grant from July 1 to October 26 were **\$27,960**. The Department of Health reimburses the foundation for all approved grant related expenses at the end of each quarter of the year. The grant expenses in the first quarter were approximately **11%**.

The treasurer called for any questions regarding the PDMP Foundation finances or the fiscal year operating and program budget and the OD2A Grant budget. None were made and the vice-chair thanked Mr. Nazareth for the report.

Report of the Department of Health

The chair called on Ms. Poston for her report on E-FORCSE operations. She reported the following highlights:

Increase in Enrollment and Utilization –

Overall, including all user role types, enrollment increased 14.8 percent from 114,830 to 131,880 registrants. There was a 15.3 and 12.9 percent increase in prescriber and dispenser enrollment, respectively, compared to 2018-2019. Prescribers, dispensers, and their designees made 109.5 million queries through the web portal and EHR integrations.

Reduction of Opioid Prescriptions Dispensed –

There has been a 5.5 percent decrease in the number of schedule II through schedule V opioid prescriptions dispensed to patients and a 14.6 percent decrease in the average daily morphine milligram equivalent per prescription compared to report year (RY) 2019.

Reduction in Multiple Provider Episodes –

Since implementation, through monitoring, analysis, and proactive notification of multiple provider episodes (MPEs) along with recent mandatory consultation requirements for prescribers and dispensers, Florida has seen an 87.1 percent reduction in the number of individuals having MPEs.

Increase in Electronic Health Recordkeeping Integration –

The PDMP has approved 969 Electronic Health Recordkeeping and Prescription Dispensing system integrations across the state allowing prescribers and dispensers to access PDMP information within their existing clinical workflows. During RY20, prescribers and dispensers completed 69.0 million queries through EHR integrations. In June 2020, queries conducted through EHR systems reached 6.7 million, while web portal queries reached 3.7 million.

Increase in Data Sharing –

The PDMP is currently sharing data with 28 other state PDMPs and the Military Health Service. During RY20, there were 21.8 million interstate queries. In June 2020, the PDMP disclosed 1.9 million reports to out-of-state practitioners.

Ms. Poston then provided an update on the status of the FY 2020-2021 OD2A Grant. She presented the following information:

The purpose of the Peer to Peer Learning Coordinators is to provide structured peer learning, curriculum and expertise across all jurisdictions. Learning opportunities must be made available to the broader OD2A community and should be offered beyond the borders of the Coordinator's jurisdiction. Coordinators can propose peer learning teams or coordinate a national or cross-jurisdictional collaborative peer learning group related to a specific area of expertise (e.g. academic detailing, overdose fatality reviews, PDMP integration, or other domains as identified by the recipient). Peer learning activities should be funded solely by the additional \$250,000 awarded to the recipient and the activities should be included in their Evaluation and Performance plan.

To facilitate a pilot academic detailing (AD) training program for other Florida OD2A-funded recipients in the counties of Broward, Duval and Palm Beach. The focus of the AD program will be related to opioid safety and prescribing. Florida PDMP will measure/evaluate the impact of the AD program on knowledge base and identify best practices and lessons learned. These lessons learned and best practices will be presented through quarterly educational opportunities to OD2A funded recipients across other jurisdictions.

She said that the Department of Health looks forward to working with the Foundation for the development of an Opioid Safety and Prescribing Academic Detailing educational training program to build knowledge capacity and expertise among a peer learning community model with OD2A-funded peers across other jurisdictions. Specific targeted outreach to OD2A-funded peers includes state-managed PDMP programs and county health departments across the country.

Communications Projects Updates

The vice-chair called on Dr. Brown to provide an update on communication projects. She reviewed the publication of the bi-weekly E-Newsletter that is distributed to over 90,000 prescribers and dispensers of controlled substances. She commended the staff for its hard work on developing the newsletter content for each edition and for the E-FORCSE staff assistance in reviewing important PDMP database operational queries. She said that readers are contacting the foundation seeking answers to frequently asked questions about the PDMP law requirements.

Kaitlin Brown then provided an update on upgrades to the PDMP Foundation website. She said that the education committee and staff had developed a new tab to promote the best practice peer-to-peer course schedule. She said that the Information tab now included new links to important resources and that the E-Newsletter past-editions were also available in this section of the website.

Executive Director Report

The vice-chair called on Mr. Macdonald for his report. The executive director reported that the PDMP Foundation audit was completed and forwarded to the Department of Health and Attorney General's Office by September 1, 2020. He said the audit, completed by the McKenzie Group, Ft. Lauderdale, was very favorable to the accounting and reporting methods used oversee and manage its finances.

Mr. Macdonald then reported that PDMP Foundation annual report was completed in August and forwarded to the Department and AGO. Upon approval by the DOH the report is forwarded to the Governor, Speaker of the House and Senate President for review.

The executive director then stated that the Foundation had contracted with Manifest Video Productions, Tampa, to video-tape and edit the live presentation of the peer-to-peer course in St. Augustine for future online viewing. He said that the production was in the final editing stages and should be available for release later this month. He said that Kaitlin Brown and he coordinated all aspects and logistics of the video-production including managing the certification requirements for course attendees to receive their 1.5 hours of CME credits.

He also said that the Foundation had confirmed presenting the course at two other large state meetings: the Florida Dental Convention and Florida Podiatric Medical Association summer conference in June.

Mr. Macdonald then said that he and Ms. Brown were working with the three pilot county health departments under the OD2A Grant to develop a plan of action to offer live best practice courses in the fourth quarter of the grant cycle (April – June, 2021) pending the local status of COVID-19 restrictions on group meetings. The Foundation staff was also working with the health departments to provide academic detailing with healthcare practitioners in their counties.

The executive director concluded his report outlining the current educational and outreach programs that are confirmed. He said that the PDMP Foundation and E-FORCSE would have booths at the Florida Police Chiefs Association and Florida Podiatric Medical Association state conferences in January and the Florida Dental Convention in June. He said that he was also working with the Florida Academy of Physician Assistants, Florida Medical Association and Florida Pharmacy Association regarding exhibiting at their meetings.

Public Comments

The vice-chair called for any public comments. None were made.

Announcements

The vice-chair called for any announcements. None were made.

Date of Next Meeting

The vice-chair said that the chair and Mr. Macdonald would determine dates for the next board meeting. Mr. Macdonald added that a live meeting may be attempted to be schedule in conjunction with a large meeting in the spring or summer in a central location of the state.

Adjournment

The vice-chair called for adjournment of the PDMP Foundation Board of Directors conference call. The meeting was adjourned at 6:32 p.m., Monday November 2, 2020.