



Florida PDMP Foundation

Board of Directors

Conference Call

MINUTES

Date: Thursday May 5, 2022

Time: 6:00 p.m.

Chair: Dr. Jill Rosenthal

Members Present (Officers): Dr. Lee Ann Brown, Vice-Chair, Hon. Al Nienhuis, Secretary and Mr. Greg Nazareth, Treasurer

Members Present (Directors): Dr. Samir Vakil and Dr. Nomen Azeem

Members Absent: (Directors): Dr. Dan Gesek and Ms. Lorraine Duthe

Staff: Robert Macdonald, Executive Director, Dr. Kelli Ferrell, Health Educator and Kaitlin Brown, Education Program Specialist

Legal Counsel: Jason D. Winn, Esq

Department of Health: Jennifer Wenhold, Director, Division of Medical Quality Assurance, Becki Poston, Program Manager, E-FORCSE

Call to Order

The chair called the PDMP Foundation Board of Directors conference call to order at 6:00 p.m., May 5, 2022.

Roll Call/Sunshine Law

The chair called on the secretary for the Sunshine Law statement and to call the roll. Sheriff Nienhuis presented the statement and then called the roll. He announced that a quorum was present.

Approval of Minutes of Last Meeting (July 31, 2021)

The chair called for the approval of the Board of Directors minutes from the July 31, 2021 annual meeting. A motion was made by Mr. Nazareth and seconded by Dr. Vakil to approve the minutes as distributed. The chair, hearing no request for discussion, called for a vote on the motion and it was adopted unanimously.

Report of the Chair

The chair provided a review of the following foundation programs:

A. Peer-to-Peer Course presentations on best practices for use of the PDMP database at the Pinellas County Osteopathic Medical Society winter seminar in Clearwater Beach in January and the Florida Osteopathic Medical Association in February. She said that the speakers included her, PDMP Foundation executive director Bob Macdonald, legal counsel Jason Winn, Dr. Lee Ann Brown and Dr. Joshua Lenchus. She mentioned that the feedback from the live courses was very positive.

B. Peer-to-Peer course in conjunction with the Duval County Health Department on May 12th in Jacksonville. She said that Mr. Winn, Dr. Lenchus and her would present the program which would be the first one with an OD2A grant pilot county health department jurisdiction. She said that this would be the largest attended course to date with over 190 persons registered.

C. Presentation at the OD2A grant team state conference. The chair said that she would be representing the PDMP Foundation at the conference. Her presentation would include info on the role of the foundation and its composition, its work on OD2A grant deliverables including the live and online peer-to-peer course, the publication of a monthly E-Newsletter distributed to over 170,000 Florida licensed health care practitioners who are registered to use the PDMP database.

D. Status of State Surgeon General appointments to the PDMP Foundation board of directors. Dr. Rosenthal said that five current board members were up for re-appointment to the board of directors and there were also three openings for positions vacated by board member resignations. She said that the new State Surgeon General Dr. Joseph Ladapo requested that there be more candidates for the open positions. The SSG's appointment staff asked the foundation to contact health care organizations to seek additional interested persons who may wish to be considered as a candidate for the foundation board.

Treasurer's Report

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

Financial Update:

As of May 2, the PDMP Foundation assets were **\$1,166,882.89** in Wells Fargo Banking and Brokerage accounts. This included **\$883,596.45** in the restricted brokerage account, **\$250,720** in the restricted Platinum savings account and **\$15,389.65** in unrestricted Platinum savings account and \$17,185.79 in the checking account.

Investment Account Update:

The treasurer said that on May 2nd there were two certificates of deposit in the brokerage account. The \$250,000 Goldman Sachs one-year CD with a 0.100% rate matured on May 3rd producing \$124.35 in interest. The second CD with Bank of India with a 0.100% rate matures on July 29th. As of May 5th, the funds in the brokerage account were \$249,610.00 in the CD and \$634,075.80 in cash for a total of \$883,685.80. He said that the PDMP Foundation finance and investment committee would monitor CD rates with the Wells Fargo Bank Wealth Management team to determine future FDIC insured purchases.

2021-2022 Fiscal Budget

The treasurer said that the approved FY 2021-2022 budget from the Attorney General's Restricted Fund was \$96,400. Of that total \$40,000 was allocated to contract services; \$36,000 to E-FORCSE outreach and education programs; and \$20,400 for office operations. He said as of May 2nd expenses incurred were \$35,769.20 for contract services, \$16,722.88 for outreach and education and \$10,603.65 for operations. The total budget expenditures equaled 66% of the approved budget.

OD2A Grant Budget

The treasurer said that the FY2021-2022 budget allocated by the Department of Health for the PDMP Foundation to complete deliverables for the Center for Disease Control and Prevention Overdose Data to Action Grant (OD2A) were \$250,000. As of May 2nd, the foundation had incurred grant expenses of \$91,527.02 through the first three quarters of the grant. The Department has reimbursed the foundation \$43,815.69 for the first two grant quarters. The foundation has submitted \$32,345.86 for reimbursement for third quarter grant projects.

Harold Rogers Grant

The treasurer said that in addition to the OD2A grant the foundation was contracted by the Department to administer funds under the Harold Rogers grant. The FY2021-2022 budget allocation for this grant was \$122,000. The grant funds were to reimburse Appriss Health for its efforts to assist practitioners in the integration of their Electronic Health Records with the PDMP database. As of May 2nd, the treasurer said that the foundation had forwarded Appriss Health \$23,830 for its grant deliverables. The Department reimbursed those funds to the foundation.

2022-2023 Fiscal Budget

The treasurer said that discussion on the FY 2022-2023 budget would be deferred to later in the agenda as a special order of business.

The chair called for any discussion on the treasurer's report. Hearing none, she thanked Mr. Nazarath for his report.

Committee Reports:

A. Education Committee: The chair called on Dr. Azeem and Dr. Ferrell for their report. Dr. Azeem updated the board on the status of the development of four webinars dealing with various topics related to the OD2A grant deliverables. He said that three of the webinars were produced by the Florida Medical Association for distribution to all national jurisdictions involved in the OD2A grant. He acknowledged Ms.

Poston, Mr. John Robertson and Dr. Suzanne Novak for their assistance in the development of webinar content and presentation of the programs. He said that all of the first three webinars were well received by the national audience.

Dr. Ferrell then provided the development of the fourth webinar and the work that was underway in determining who would present the program on data linkages to care. She said that John Robertson and a representative from another jurisdiction were being discussed to present this program. It would be presented on June 27th.

B. Communications Committee: Dr. Brown provided an update on the success of the PDMP Foundation E-Newsletter and the feedback from readers. She said that the newsletter is distributed monthly to 170,000 health care practitioners statewide. She said that there was some discussion as to the frequency of the newsletter with some of the contributors recommending a quarterly or six-time a year distribution. Dr. Brown said that a poll of the readership showed that the monthly distribution was preferred.

She also mentioned that the readers were pleased with the newsletters content and that she continued to seek input on subject matter for upcoming issues. Dr. Brown also said that those readers who had specific questions about the databases operations and requirements for utilization were referred to Ms. Poston and the E-FORCSE or legal counsel for reply.

Dr. Brown called on Ms. Brown for an update on the evaluation of responses for the online and live peer-to-peer courses. Ms. Brown provided the statistics and said that the majority of feedback from course attendees was very positive. She read some of the comments from the participants.

Report from the Department of Health

The chair called is Director Wenhold for her report. Ms. Wenhold provided information about some of the major projects that the DOH MQA was involved with during the current year. She mentioned that a top priority was to ensure that there were sufficient licensed healthcare practitioners to meet the needs of the state's growing population. She said that the regulatory boards were working on licensure efficiency.

She then said that another project the division was working on was the Artificial Intelligence Project. This was a major undertaking. The division was also addressing its strategic plan.

The Director then announced that the 2022 legislature had repealed section 893.055 (17) that prohibited the Attorney General from using settlement funds to provide to the Department of Health for operation of the state Prescription Drug Monitoring Program. She said that the foundation could go forward using the restricted account for PDMP operations as well as outreach and education.

Ms. Poston then reported on the status of the PDMP. She said that the Department would again be receiving grant funds from the CDC for FY 2022 and 2023 for continuation of OD2A grant projects. She said that the DOH was awarded the Bureau of Justice Assistance Grant of \$1.5M. Some of these funds would be used to expand the data warehouse being developed by John Robertson. She said that currently there were over 350M patient records in the PDMP database.

Ms. Poston then said that the PDMP Foundation would receive up to \$250,000 for FY2022-2023 from the OD2A grant. She said that the deliverables would remain the same as this year to include the

development and production of four more webinars, the continuation of the E-Newsletter, the expansion of the peer-to-peer course to the three pilot counties and to other health care organizations.

FY 2022-2023 Budget

The chair called on the executive director for an overview of the proposed next fiscal year budget. Mr. Macdonald referred the board to the budget narrative for an explanation of the proposal.

He said that for FY 2022-2023 that the PDMP Foundation budget for administrative contract services, projects and programs and operations was projected at \$128,120 which would be allocated from the Attorney General's restricted fund. He also said in addition \$250,000 in expenditures for the next year of the OD2A grant deliverables would be reimbursed by the Department of Health. The proposed grant budget would fund contract services, projects and programs and indirect costs.

Mr. Macdonald also acknowledged that in accordance with the current memorandum of understanding between the foundation and the Attorney General for use of the restricted funds the budget was forwarded to the AGO for review and comment. He mentioned that he had invited a representative from the Attorney General's staff to participate on the board conference call.

The chair thanked Mr. Macdonald for his budget overview and called for discussion on the budget. Hearing none the chair called for a motion.

MOVED by Dr. Rosenthal, that the FY 2022-2023 PDMP Foundation and OD2A grant budgets be adopted and forwarded to the Department of Health for review.

Motion Seconded by Dr. Vakil
Motion Adopted Unanimously

Ms. Poston said that the PDMP Foundation would also again be Administering the Harold Rogers Grant activities with Appriss Health and that it should be included in the budget.

The chair called for a motion to reconsider the FY 2022 – 2023. It was moved by Sheriff Nienhuis and seconded by Dr. Brown. On vote, the board approved reconsideration of the budget.

The chair called for discussion on adding the Harold Rogers Grant funding in the FY 2022 – 2023 budget.

MOVED by Sheriff Nienhuis, that the FY 2022 – 2023 budget be amended with the addition of the Harold Rogers Grant budget.

Motion Seconded by Dr. Brown
Motion Adopted Unanimously

MOVED by Sheriff Nienhuis, that the FY 2022 – 2023 PDMP Foundation, OD2A Grant and Harold Rogers Grant budgets be adopted and forwarded to the Department of Health for review.

Motion Seconded by Dr. Brown
Motion Adopted Unanimously

Executive Directors Report

Mr. Macdonald discussed the following items of business:

- A. Addition of Dr. Kelli Ferrell on the staff as Health Educator
- B. Reviewed participation at conferences by the PDMP Foundation and E-FORCSE staffs including the Florida Society of Interventional Pain Physicians, Florida Police Chiefs Association, PCOMS winter seminar, Florida Sheriffs Association, Florida Podiatric Medical Association, Florida Osteopathic Medical Association and the Nurse Practitioners Council of Palm Beach County
- C. Completion and submission of OD2A Grant quarterly reports for July 2021 to March 2022
- D. Participation on the speaker panel for the peer-to-peer best practices for use of the PDMP database courses at the Pinellas County Osteopathic Medical Society winter seminar and the Florida Osteopathic Medical Association annual conference
- E. Meeting with Wells Fargo Bank wealth management staff to discuss purchase of future investment products
- F. Finalization of engagement letter to McKenzie Group for 2021-2022 fiscal audit to begin in September
- G. Preparation of annual report
- H. Review State of Florida opioid settlements with the pharmaceutical companies and drugstore chains

Public Comments

The secretary asked if there were any guests on the conference call that wished to make any comments. None were present.

Date of Next Meeting

Mr. Macdonald said that the next PDMP Foundation board of director's session was to be its annual in person meeting. He suggested that it be scheduled in conjunction with the Florida Medical Association annual meeting on Saturday August 6th at 1:00 p.m. at the Hyatt Grand Cypress, Orlando.

The chair requested the executive director to poll the board of directors to determine availability on that date.

Adjournment

The chair called for the adjournment of the PDMP Foundation Board of Directors conference call meeting. The meeting was adjourned at 6:58 p.m., Thursday May 5, 2022.