



Florida PDMP Foundation
Board of Directors
Conference Call
MINUTES

Date: Monday October 2, 2023

Time: 6:00 p.m.

Chair: Dr. Lee Ann Brown

Members Present (Officers): Mr. Greg Nazareth, Treasurer

Members Present (Directors): Dr. Samir Vakil, Dr. Nomen Azeem, Dr. Dan Gesek and Lorraine Duthe

Member Absent (Officer): Hon. Al Nienhuis, Secretary

Staff: Robert Macdonald, Executive Director and Dr. Kelli Ferrell, Health Educator

Legal Counsel: Jason D. Winn, Esq

Department of Health: Becki Poston, Program Director, E-FORCSE

Call to Order

The chair called the PDMP Foundation Board of Directors conference call to order at 6:02 p.m., October 2, 2023.

Roll Call/Sunshine Law

The chair called on Mr. Macdonald for the Sunshine Law statement and to call the roll. Mr. Macdonald read the Sunshine Law Statement and took the roll and confirmed there was a quorum present. He mentioned that Sheriff Nienhuis would not be on the call due to a schedule conflict.

Approval of Minutes of Last Meeting (February 13, 2023)

The chair called for a motion to adopt the minutes of the February 13, 2023, board of directors' conference call meeting. Mr. Nazareth moved that the minutes be adopted and Dr. Vakil seconded the motion. Hearing no dissent, the chair declared that the minutes were adopted by unanimous vote.

Report of the Chair

The chair thanked all directors and staff for their support of the PDMP Foundation. She noted that the foundation was still awaiting the State Surgeon General's additional board appointments and as of this meeting date Dr. Ladapo had re-appointed three members Dr. Azeem, Dr. Vakil and Mr. Nazareth. She said that the remaining board members whose terms have expired will continue to serve until re-appointed or replaced.

The chair then discussed continuing projects and programs that were funded under the CDC's Overdose Data to Action (OD2A) Grant. She said that the grant funds concluded on August 31, 2023, and that staff was suggesting continuation and approval of new programs to enhance its outreach and education efforts for health care providers. One of the programs that she said needed to be continued and funded by the foundation was the E-Newsletter. This was sent monthly under the grant deliverables. However, she felt that it should continue as a quarterly publication of the foundation distributed to over 700,000 viewers.

Dr. Brown also said to implement any of the staff recommendations that Dr. Ferrell and Mr. Macdonald will be discussing later in the agenda would need a revision to the FY 2023-2024 budget.

Treasurer's Report

The chair called on Mr. Nazareth for his report. He said as of September 18, 2023, the total PDMP Foundation assets were **\$1,038,557** in Wells Fargo banking and brokerage accounts. There was **\$16,096** in the checking account and **\$115,315** in the WFB Platinum Savings Account of which **\$17,791** are unrestricted funds. The total funds in the Wells Fargo Brokerage account are **\$907,182**. Of this total, there are three **\$250,000** certificates of deposit with Goldman-Sachs, Bank of America, and Beal Bank at interest rates of 5.0 – 5.3 maturing on January 19, 2024, February 29, 2024, and March 6, 2024. A fourth CD of **\$100,000** with Mid First Bank is for three months at 5.25% and matures on December 6, 2023. There is also **\$57,860** in cash in the brokerage account.

Mr. Nazareth then reported on the status of the 2023-2024 fiscal budget. He said that the approved budget was **\$121,780**. As of September 18, 2023, **\$14,944** was the expense for contract staff services from July 1, 2023. The project and programs expenses totaled **\$2,920** and office operations were **\$8,654**. The total funds spent were **\$26,489**. The total operating expenses for the first quarter of the fiscal year are 21%.

The treasurer updated the board that the Center for Disease Control and Prevention Overdose Data to Action Grant which ended on June 30, 2023, was extended two additional months through August 31st. The approved budget for the extension was **\$46,319**. The additional funding allowed the PDMP Foundation to schedule and promote its peer-to-peer course on the best practices for use of the PDMP database in conjunction with two Florida OD2A Grant pilot jurisdictions – the Palm Beach and Broward County Health Departments. At the completion of the grant deliverables in the two-month extension the PDMP Foundation spent **\$21,155** on grant administration; **\$715** videotaping of the course; **\$6,537** on the peer-to-peer course presentation at Florida Atlantic University; **\$7,500** on course promotions; and **\$286** in indirect costs. The total expenses for the OD2A grant extension were **\$36,192**.

Mr. Nazareth concluded his report providing a status of the foundation's involvement with the Harold Rogers Grant. He said that the approved budget for the Harold Rogers Grant from July 1, 2023, to August 31, 2023, was **\$5,400**. The PDMP Foundation reimburses Bamboo Health for its integration of healthcare practitioners offices Electronic Health Records with the PDMP database. The total reimbursable funds expended for this grant was **\$5,400**.

The chair thanked the treasurer for his report. She asked if there were any questions and hearing none the report was accepted for information.

Report from the Department of Health

The chair called on Ms. Poston for her report. She said that the PDMP staff is working on its annual report, due December 1, 2023, to the Legislature and Governor. This year's report provides information on the program's operation and system metrics, vital operational activities, and findings from various program evaluation activities.

She said that through expanded outreach and education, we have seen an increase in prescriber and dispenser registration by 9.6 percent, from 165,281 to 181,159. The increase in enrollment led to a rise in the number of queries of 90 percent, from 121.2 to 230.4 million.

Ms. Poston said that the PDMP is progressing in connecting users and expanding access through its integration with electronic health records and pharmacy dispensing systems. The PDMP has approved 2,719 integrations across the state, allowing prescribers and dispensers to access PDMP information within the existing workflows.

She noted that according to the most recent data, 6,397 dispensers reported over 28.8 million controlled substance prescriptions to the database. There are 17,948,469 residents 18 years of age and older in Florida, of which 27.7 percent have been dispensed one or more controlled substances. Oxycodone sustained action (SA), alprazolam, and hydrocodone SA were the three most dispensed controlled substances, representing 34.4 percent of the total controlled substances dispensed during RY22-23.

The chair thanked Ms. Poston for her update on the state's prescription drug monitoring program.

Legal Counsel Report:

The chair called on Mr. Winn for his report. He discussed the new DEA requirement for licensees to have an eight-hour opioid course. He said that the PDMP Foundation was not a preferred provider for the course as outlined in the DEA's announcement of the requirement. He then talked about issues regarding prescribing controlled substance via telehealth.

Staff Reports:

The chair called on Dr. Ferrell for her report. She said that the PDMP Foundation continued to offer a continuing education program online through CE Broker and the Florida Medical Association websites and at live medical professional association meetings across the state. It finalized deliverables for the OD2A grant year 4 with an in-person continuation education (CE) program, **Improving Best Practices for Patient Care: Optimizing the Use of the PDMP Database [1.0 – 1.25 hours of CE Credits]**, held in conjunction with Palm Bch County and Broward County Health Departments, at Florida Atlantic University in Boca Raton on August 21st. She said the course presenters included keynote speaker Dr. Joshua Lenchus, legal counsel Jason Winn, Esq, and executive director Bob Macdonald. PDMP foundation treasurer Greg Nazareth served as moderator. She said that as part of the program, the CHDs presented brief updates for their respective OD2A programs and provided attendees with updated information about their programs. Dr. Farrell noted that 60 people attended and included physicians, dentists, pharmacists, physician assistants and nurse practitioners.

Dr. Ferrell informed the board that since the last meeting the foundation had produced two webinars in conjunction with the Florida Medical Association as part of the OD2A grant. The first webinar was titled ***PDMP Insight: From Concept to Implementation - A Business Intelligence and Data Warehousing Framework for PDMP Programs***. She said that it was held in February 2023, and had an attendance count of 91 participants from OD2A grant national jurisdictions. The webinar was presented by John Robertson, who served as the Chief Technology Officer of Omnicore and a Business Intelligence architect for the Florida Department of Health implementing PDMP BI for E-FORCSE. During this webinar, Mr. Robertson reviewed the journey and challenges of implementing PDMP Insight as the recommended approach for PDMPs to develop and implement a Business Intelligence (BI) capability. PDMP Insight empowers the PDMP program to execute a maturity roadmap from basic reporting to advanced analytics and predictive modeling. The implemented business and technical elements will be explored on a component-by-component basis.

Dr. Ferrell said that the second Webinar produced during the 2022-2023 grant cycle was ***Exploration of Stimulant Prescription Trends Discovered in PDMP Monthly Reports***. This webinar was held in June and presented by Dr. Azeem. There were 60 registered attendees for this webinar.

She said that this webinar provided OD2A jurisdictions with Insights from Florida; provided and the role of stimulants in the overdose epidemic and further define and explore stimulant use disorder. Dr. Ferrell explained that the webinar topic was of the utmost importance due to dramatic increases in stimulant prescriptions, which have led to their greater availability and to increased risk for diversion and nonmedical use.

Dr. Ferrell then updated the board on the production of the E-Newsletters. She said that the newsletter was published monthly under the OD2A grant and its last issue was distributed in August. She felt that the newsletter contents keep readers updated on all aspects of the PDMP Foundation activities, E-FORCSE operations and legal issues related to regulation of the PDMP database.

Regarding future programs that could be funded through the foundation or other grants Dr. Ferrell discussed developing animated You Tube Shorts to equip users and their delegates with some key information offered in a format that is unique, engaging, and interesting to include how to register for the PDMP, how to interpret NaRx scores, how to change your passwords, etc.

She then discussed developing a PDMP education program for future health care providers while they were in school. She said that there were 10 medical schools, five pharmacy schools, 13 physician assistant programs and multiple dental, podiatry and APRN schools. This would provide information to the students about E-FORCSE operations' best practices for using the system.

Dr. Ferrell concluded her presentation informing the board that the staff would be updating the PDMP Website to enhance its information. She said that the staff would also be developing a survey on PDMP utilization and barriers.

The chair thanked Dr. Ferrell for all her work on the OD2A grant and assisting with other key foundation projects. She called for any questions from the participants. Hearing none, the chair accepted Dr. Ferrell's report for information.

Executive Directors Report:

The chair called on Mr. Macdonald for his report. He updated the board on the foundation's involvement in E-FORCSE outreach and education programs. He said that he worked closely with the E-FORCSE staff in scheduling to attend and exhibit at health care and law enforcement conferences. He mentioned that between June 1 and August 31st the PDMP Foundation/E-FORCSE were exhibitors at 10 state conferences. He said that having representatives from the foundation and E-FORCSE at these conferences allowed attendees to meet staff and ask questions about the program's operations.

He then informed the board that the PDMP Foundation Annual Report including the IRS 990 Form was completed and forwarded to the Department of Health. The final report is then sent to the governor, Speaker of the House, Senate President, and Attorney General's staffs.

Mr. Macdonald noted that the 2022-2023 PDMP Foundation Audit was in the final stages of completion. The foundation again contracted with the McKenzie CPA Group to conduct this year's audit. Once the audit is completed it will be reviewed by the board and then forwarded to the Department of Health and Attorney General's Office.

As a contracted organization under the OD2A grant, Mr. Macdonald said that following each quarter the foundation staff developed a report with incurred expenses for the period. The reports are sent to Ms. Poston for review and approval by the Department of Health for funding reimbursement.

The executive director also mentioned that during the OD2A grant extension the foundation also continued to fund Bamboo Health's state program to integrate health care providers electronic health records with the PDMP database. He said, as Ms. Poston updated in her report, the integration process has been very successful. For its support, the foundation is reimbursed under Harold Rogers Grant.

He said that prior to the Department of Health receiving the OD2A grant extension, the foundation board had to approve a budget to cover the costs for deliverables from July 1 – August 31, 2023. He said as the treasurer stated in his report this was done and the foundation received reimbursement for completion of the deliverables this week.

He then said that as part of the OD2A grant budget extension funding was made available to videotape the live course at Florida Atlantic University. The video was then provided to the foundation staff who contracted with a vendor who specialized in editing film. The new updated and edited course was then forwarded for insertion on the CE Broker website. Mr. Macdonald then referred the board to an email sent to the directors with the proposal from the Florida Medical Association to continue to allow the foundation's free course on its website so physicians, podiatrists and physician assistants can take the course for 1.25 credits. He said the FMA proposal was for the foundation to allocate \$8,500 to place the update course on its website through June 30, 2024. Mr. Macdonald said that to fund this proposal the board would need to adopt a revised FY 2023-2024 budget. He then said that through June 30, 2023, over 1,700 people had taken the online best practices for use of the PDMP database course on the CE Broker and FMA websites.

Mr. Macdonald also mentioned that the board had approved its FY 2023-2024 budget and forwarded it to the Department of Health for approval. It was also sent to the Attorney General's Office for its information to comply with the Memorandum of Understanding for use of the restricted funds contributed to the foundation.

The executive director also said that he had sent several emails to the State Surgeon General's staff seeking a timetable for re-appointment of board members. He said as the chair stated only three current members had been re-appointed. He noted that Ms. Poston has forwarded an email to the SSG's office outlining the history of foundation appointments and the number of directors needed to serve on the board.

In conclusion, Mr. Macdonald said that he and Dr. Ferrell participated in bi-weekly conference calls with the PDMP Team led by Ms. Poston. At these calls he and Dr. Ferrell provide updates to the team members on the status of foundation projects and programs.

Public Comments

Mr. Winn said he was contacted by a doctor regarding a problem with accessing the PDMP database. Ms. Poston requested that he send the query to her for action.

The chair then called for any public comments. None were presented.

Return to Report of the Chair

The chair said that she would appoint the finance and investment committee to review the current fiscal year budget and develop funding recommendations for the new projects and programs staff has presented. She asked Mr. Macdonald to work with the committee to develop a draft of a revised budget for review by the board and submission to the Department of Health for approval.

Date of Next Meeting

The chair said that the next board of directors' conference call meeting would be scheduled in January 2024.

Adjournment

Hearing no other business, the chair adjourned the PDMP Foundation board of directors' conference call meeting at 6:45 p.m., Monday October 2, 2023.