



Florida PDMP Foundation

Board of Directors

Conference Call

MINUTES

Date: Monday, May 13, 2024

Time: 7:00 p.m.

Chair: Dr. Lee Ann Brown

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

Members Present (Directors): Dr. Dan Gesek, Dr. Kellyann Curnayn, Dr. Christopher Watson

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

Members Absent (Directors): Dr. Samir Vakil, Dr. Noman Azeem

Staff: Robert Macdonald, Executive Director

Legal Counsel: Jason D. Winn, Esq

Department of Health: John Felton, Program Director, E-FORCSE, Fritz Hayes, Senior Pharmacist, E-FORCSE, Erika Marshall, COMA 7 Grant Manager

Call to Order

The chair called the PDMP Foundation Board of Directors conference call to order at 7:05 p.m., May 13, 2024.

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.

Approval of Minutes of Last Meeting (October 2, 2023)

The chair called for a motion to adopt the minutes of the October 2, 2023, board of directors' conference call meeting. Mr. Nazareth moved that the minutes be approved and Dr. Curnayn seconded the motion. Hearing no dissent, the chair declared that the minutes were approved.

Report of the Chair

The chair thanked all directors and staff for their support of the PDMP Foundation. She welcomed the two new PDMP Foundation board members, Dr. Curnayn, Summerfield and Dr. Watson, Jacksonville, who were appointed by State Surgeon General Dr. Joseph Ladapo for two-year terms in February. The chair said that with these appointments the board of directors consisted of eight members. She anticipated that there would be additional board appointments in the future.

The chair then recognized retiring E-FORCSE program chair Becki Poston for her distinguished service in state government and as the leader of the Florida Prescription Drug Monitoring Program operations since its inception in 2009. She welcomed John Felton as the newly appointed program director and said that the PDMP Foundation is prepared to continue its role as a Direct Support Organization in support of E-FORCSE outreach and education programs.

In concluding her remarks, the chair said that PDMP Foundation executive director would be providing an update on the key projects that the foundation is currently involved with during the fiscal year. The major programs included the preparation of the FY 2024-2025 budget, the COMA 7 grant budget and the PDMP student education program.

Treasurer's Report

The chair called on Mr. Nazareth for his report. He said as of May 8, 2024, the total PDMP Foundation assets were **\$980,885** in Wells Fargo banking and brokerage accounts. There was **\$19,395** in the checking account and **\$91,108** in the WFB Platinum Savings Account of which **\$19,112** are unrestricted funds. The total funds in the Wells Fargo Brokerage account are **\$870,418**. Of this total, there are three **\$250,000** certificates of deposit and **\$120,916** in cash in the brokerage account.

Mr. Nazareth then reported on the status of the 2023-2024 fiscal budget. He said that the approved revised budget was **\$193,330**. As of May 8, 2024, **\$99,130** was the expense for contract administrative services from July 1, 2024. The project and programs expenses totaled **\$20,025** and office operations were **\$28,026**. The total funds spent were **\$147,181**. The total operating expenses for the fiscal year are 76%.

The treasurer updated the board that the Center for Disease Control and Prevention Overdose Data to Action Grant extension from July 1 to August 31, 2023. 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 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 expensed 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 Mr. Felton for an E-FORCSE update. He said that as the new director he and staff would continue to maintain and manage all aspects of the state's prescription drug monitoring program. He also said that he looked forward to a continued working relationship with the PDMP Foundation in its outreach and education efforts and provision of deliverables under the grant.

Legal Counsel Report:

The chair called on Mr. Winn for his report. He discussed possible actions needed by the foundation board on the many requests it receives from for-profit addiction and drug rehabilitation programs to be linked into the foundation's website. He pointed out that there could be potential liability issues promoting these programs. The chair agreed and recommended Mr. Winn and Mr. Macdonald develop a new policy on this matter for review by the board at its next meeting.

Staff Reports:

The chair called on Mr. Macdonald for staff reports. The executive director mentioned that PDMP Foundation Health Educator Dr. Kelli Ferrell would be leading staff on key projects dealing with the COMA 7 grant and PDMP student education program. He said that Dr. Ferrell was unable to participate in the conference call due to extreme weather conditions in the Atlanta area.

The executive director provided an overview of the COMA 7 grant deliverables that the foundation would be involved with in FY 2024-2025. These consisted of developing and presenting two continuing education courses for health care practitioners focusing on pain management training for treatment of acute, sub-acute and chronic pain in outpatient settings and diagnosing substance abuse disorders, including opioid stimulant use disorders, across various health care specialties. He said that the foundation education

committee would develop the courses and identify the speakers and that the Florida Medical Association would produce the courses for viewing each quarter in the grant cycle. The foundation would seek continuing education credit approval from the dental, pharmacy, podiatry, and nursing boards for 1.5 hours of credit. The two courses would also be presented live at the 2025 FMA conference and provided on-demand through the FMA website and CE Broker.

Mr. Macdonald then reviewed the status of the PDMP education program for students in medical, dental, podiatry, pharmacy, and advanced nursing practitioner programs. He said the staff was finalizing the program outline and slide presentation for review by the board's education committee and the E-FORCSE staff. Once approved the foundation will establish meetings with the deans of the health care education programs to present the course for viewing by the students.

He then updated the board on the upcoming outreach and education programs in June 2024. He said that Dr. Ferrell and E-FORCSE senior pharmacist Fritz Hayes will attend and exhibit at the Florida Pharmacy Association annual meeting June 14-15th in Tampa and he would be exhibiting at the Florida Dental Convention in Kissimmee on June 20-22. He also said that beginning with the 2024-2025 fiscal year the foundation/E-FORCSE would be exhibiting in July and August at the Florida Academy of Physician Assistants, Florida Sheriffs Association, Florida Society of Health Systems Pharmacists, Florida Medical Association and Florida Nurse Practitioner Network conferences.

The executive director noted that the foundation staff continued to publish the PDMP Foundation Newsletter quarterly. This publication was distributed to over 600,000 health care licensees in the Department of Health database.

Mr. Macdonald presented the FY 2024-2025 PDMP Foundation budget to the board. The chair called for any discussion on the proposed budget. Hearing none, Mr. Nazareth moved the following motion:

MOVED, that the FY 2024-2025 PDMP Foundation budget be adopted and presented to the Florida Department of Health for approval.

Motion Seconded by Dr. Curnayn

Motion Adopted

Mr. Macdonald then presented the FY 2024-2025 COMA 7 Grant budget. The chair called for any discussion on the proposed budget. Hearing none, Mr. Nazareth moved the following motion:

MOVED, that the FY 2024-2025 COMA 7 Grant budget be adopted and presented to the Florida Department of Health for approval.

Motion Seconded by Dr. Curnayn

Motion Adopted

Public Comments

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

Date of Next Meeting

Mr. Macdonald recommended that the next meeting be in person, which would provide an opportunity for all board members to meet in person. He suggested that it be held in conjunction with the Florida Medical Association annual meeting on Saturday August 3, 2024, at the Hyatt Regency, Orlando. The chair said that if this date was not preferred by the board that meeting in Tallahassee at sometime during the fiscal year could be a second choice. She asked Mr. Macdonald to poll the board members to determine their availability.

Adjournment

Hearing no additional business the chair adjourned the PDMP Foundation board of directors' conference call at 7:30 p.m., Monday May 13, 2024.