



Florida PDMP Foundation

Board of Directors

Conference Call

MINUTES

Date: Wednesday May 7, 2025

Time: 6:30 p.m.

Chair: Dr. Lee Ann Brown

Members Present (Officers): Hon. Al Nienhuis, Vice-Chair and Dr. Samir Vakil, Secretary

Member Absent (Officer): Greg Nazareth, Treasurer

Members' Present (Directors): Dr. Kellyann Curnayn, Dr. Nomen Azeem, Dr. Dan Gesek, and Dr. Christopher Watson

Staff: Robert Macdonald, MS, Executive Director, Dr. Kelli Ferrell, PhD, Health Educator, Maggie Thigpen, Communication's Coordinator

Legal Counsel: Jason D. Winn, Esq

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### **Call to Order**

The chair called the PDMP Foundation Board of Directors conference call to order at 6:33 p.m., Wednesday, May 7, 2025.

### **Roll Call/Sunshine Law**

The chair called on Dr. Vakil for the Sunshine Law statement and roll call. He read the Sunshine Law Statement and took the roll and confirmed there was a quorum present.

### **Approval of Minutes of Last Meeting (December 4, 2024)**

The chair called for a motion to adopt the minutes of the board conference call meeting on December 4, 2024. Sheriff Nienhuis moved that the minutes be approved and Dr. Vakil seconded the motion. Hearing no dissent, the chair declared that the minutes were approved.

### **Report of the Chair**

The chair recognized Dr. Ferrell for her work on the OD2A grant webinar courses produced in cooperation with the Florida Medical Association. She said that the webinars featuring Dr. Joshua Lenchus on opioid prescribing and Dr. Kat Iyer on substance abuse disorders were well received. Under the grant, the PDMP Foundation presented the courses in each of the first three quarters of the grant cycle.

She mentioned the OD2A grant will continue in Fiscal Year 2025-2026 with new topics and speakers. The chair said that the foundation, FMA and E-FORCSE staffs will be finalizing the new courses for review and approval by the PDMP Foundation education committee and the Florida Department of Health OD2A grant staff.

### **Treasurer's Report**

In the absence of the treasurer the chair called on Mr. Macdonald for the foundation financial report. He said that as of May 5, 2025, the Florida PDMP Foundation had \$818,613 in its Wells Fargo banking and brokerage accounts. He said that there was \$18,508 in the checking account, \$194,399 in the Platinum Savings Account and \$605,706 in the brokerage account which included one 6-month \$250,000 and two 6-month \$150,000 certificates of deposit and \$22,926 in cash.

Mr. Macdonald then provided an update on the fiscal year 2024-2025 budget. He said that the approved budget was \$152,450 with total funds spent in 10 months of the fiscal year of \$116,859 for administrative services, projects and programs and office operations. This was 77 percent of the total budget.

In conclusion, Mr. Macdonald gave an accounting of the funds spent for the first three quarters of the OD2A grant. He said that the total grant budget was \$157,970 and that from July 1, 2024, through May 5, 2025, expenses paid for grant deliverables totaled \$104,310. To date 66% of the grant budget has been spent by the foundation on producing contracted deliverables. He said to date the PDMP Foundation has received reimbursement payment for incurred expenses from the Florida Department of Health of \$51,493.

### **Report from the Department of Health/E-FORCSE**

The chair stated that the E-FORCSE report would be deferred to the next board of directors meeting.

### **Report of Legal Counsel**

The chair called on Mr. Winn for his report. He said that due to his priorities during the legislative session with his law firm that the review of the Florida PDMP Foundation *Articles of Incorporation* and Bylaws needed to be deferred to after the session concluded. He said that he and Mr. Macdonald would review the

foundation's legal documents and make recommendations to the Bylaws Committee for any changes which would then be reviewed at the next scheduled board meeting. .

### **Staff Reports:**

The chair called on Mr. Macdonald for his report on PDMP Foundation outreach and education programs. He told the board that he and John Felton and Corey Kennedy from the E-FORCSE staff attended the Florida Podiatric Medical Association annual meeting in January and the Florida Osteopathic Medical Association annual meeting in February. He mentioned that he would be exhibiting at the Florida Police Chiefs Association summer conference in Miami Beach and he and Mr. Felton and Mr. Kennedy would exhibit at the Florida Dental Convention in Kissimmee at the Gaylord Palms in June.

In the next fiscal year beginning July 1, 2025, Mr. Macdonald said that staffs would be exhibiting at the Florida Pharmacy Association, Florida Medical Association, Florida Sheriffs Association, Florida College of Emergency Physicians, Florida Society of Health Systems Pharmacists and Florida Nurse Practitioner Network conferences.

The chair then called on Dr. Ferrell for her report. Dr. Ferrell updated the board on the production of the March OD2A Grant webinars and said that the live presentation for the two grant courses would be held on July 27, 2025, as part of the FMA annual meeting. She said that Dr. Kaprow is replacing Dr. Lenchus to present the Opioid prescribing course, and that Dr. Iyer would do the course on substance abuse. Mr. Felton would also be added to the program to answer any specific questions from the attendees about the operation of the state prescription drug monitoring program.

Dr. Ferrell then provided an update on the student education seminar. She said that upon further discussion with the Department of Health PDMP Team that a seminar series featuring a live presentation and video production would be made available to all of Florida's health care educational institutions. For the first half of the new fiscal year Dr. Ferrell said that Becki Poston agreed to conduct the live presentations. She would initially present the seminar program in: Gainesville to the medical and dental students at the University of Florida; Tallahassee to the medical and pharmacy students at Florida State University and FAMU and Davie to the medical, dental and pharmacy students at Nova Southeastern University and podiatry students at Barry University. The seminar video would be distributed to all the deans of the health care education programs to provide to their students who could not attend the live program.

### **FY 2025 – 2026 PDMP Foundation and OD2A Grant Budgets**

The chair called on Mr. Macdonald to review the FY 2025 and 2026 PDMP Foundation budget. He said that the current fiscal year budget was \$153,450. The recommended budget for the FY 2025-2026 is \$152,350. These funds cover costs for executive director and health educator compensation, outreach and education at state conferences, program marketing and advertising, the student education seminar series, board meetings, D&O insurance, legal, CPA and audit fees and office operations.

The chair called for discussion on the FY 2025-2026 budget. The board of directors adopted the following motion:

Moved by Sheriff Nienhuis

MOVED, that the FY 2025-2026 Florida PDMP Foundation budget of \$152,350 be adopted and forwarded to the Florida Department of Health for review and approval.

Seconded by Dr. Watson

Motion was adopted unanimously.

The chair then called on Mr. Macdonald to review the FY 2025-2026 OD2A Grant budget. Mr. Macdonald said that the current grant budget for FY 2024-2025 was \$157,970. He said that the recommended budget for FY 2025-2026 is \$147,100. These funds cover the cost of compensation for the grant manager and marketing specialist, webinar productions, presentations and promotions, and indirect costs.

The chair called for discussion on the FY 2025-2026 OD2A grant budget. The board of directors adopted the following motion:

Moved by Dr. Curnayn

MOVED, that the FY 2025-2026 OD2A Grant budget of \$147,100 be adopted and forwarded to the Florida Department of Health for review and approval.

Seconded by Dr. Vakil

Motion was adopted unanimously.

### **Public Comments**

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

### **Date of Next Meeting**

The chair recommended that the board of directors hold its live meeting in Tallahassee during the 2026 Florida legislative session which begins in January. She offered the following dates on Mondays for the meeting: January 26, February 2 and February 9. She asked the board members to review their schedules and respond to what date they could attend the live meeting in Tallahassee.

### **Adjournment**

The chair called the adjournment of the PDMP Foundation board of directors' conference call at 7:15 p.m., Wednesday May 7, 2025.