

**VERMONT BOARD OF PHARMACY– Approved Minutes**  
Secretary of State, Office of Professional Regulation  
89 Main Street, 3<sup>rd</sup> Floor, Montpelier, VT 05620-3402  
**April 26, 2017 at 9:00 AM**

1. The meeting was called to order at 9:01 a.m., by Ms. Stephanie Ibey, RPh, Chair.

Members Present: Stephanie Ibey, RPh, Chair; Mr. King Milne, RPh,; Mr. Robert Carpenter, RPh, Vice Chair; James Arisman, Esq., public member; Michael Carroll, RPh and Ms. Judith Wernecke, Secretary, public member

Member(s) Absent: Corey Duteau, RPh

OPR Personnel Present: Mr. Gabriel Gilman, General Counsel; Robert Enos, Executive Officer, and Aprille Morrison, Licensing Board Specialist

Guests: Joe Lavino

2. The Chair called for approval of the Minutes of the March 22, 2017 meeting. Mr. Carroll made a motion to approve the minutes with grammatical corrections. Mr. Carpenter seconded the motion. Motion passed.
3. **Case Manager's Report:** There are currently one hundred and eighty-eight (188) cases. Two (2) are set for hearing, three (3) are recommended for closing, one hundred and fifty-eight (158) are ready for Investigative Team meetings (the majority of these are reciprocal discipline), seventeen (17) are under investigation, seven (7) the Investigative Team has recommended charges being filed and one (1) has had charges filed.

Mr. Gilman also spoke to the Board about possibly creating guidelines regarding Investigative Team member of out-of-state disciplinary action review. Mr. Gilman will help the Board with creating a list of screening ideas prior to the end of the July 2017 renewal.

4. **Continuing Education Requests:**

The Board approved the following request for Pharmacist Continuing Education.

**“Injectable Diabetes Options: A Program for Pharmacists”** – Submitted by Vermont Pharmacists Association, Martin Irons. Requesting two (2) hours of live (didactic) continuing pharmacy education credits. The conference will be held May 21, 2017.

5. **Discussion Items:**

Communication to Pharmacy Technicians. Mr. Enos and Ms. Morrison shared with the Board a form regarding grandfathering and a memo regarding certification and grandfathering that the office would like to send out to all pharmacy technicians and Vermont pharmacists. After review the Board suggested a few edits which Ms. Morrison will make and e-mail the final results to Board members for review. Upon approval Ms. Morrison will have the memo and form sent to licensees hopefully by May 1<sup>st</sup>.

Discussion of Administrative Rules Revisions. Mr. Gilman spoke with the Board regarding participation and a timeline for Administrative Rules revisions. The Board would like the Administrative Rules revisions as an agenda item for every meeting, possibly spending a half hour each meeting on the topic. Mr. Gilman, Mr. Enos and Mr. Vincent will work on a draft and request the participation of any practice area specific Board member to assist with the revisions.

Mr. Gilman explained that there will likely be several format changes to make the Administrative Rules for Pharmacy more consistent, in appearance, with the Administrative Rules for the other 50 plus professions the Office of Professional Regulation regulates and has agreed to keep a running list of changes being made that would make public review of the draft rules easier for locating changes.

**Executive Officer Position Update.** Lora Nielsen, Assistant Director, met with the Board to update them on the hiring process for a new Executive Officer for the Pharmacy Board. The interview panel met with one candidate and has extended an offer. The candidate is currently looking into all of the additional requirements for a State of Vermont contracted employee and will hopefully respond back to the office by the end of next week. Mr. Enos will remain as an "on-call" contracted employee through the transition process over the next year or so. Once the candidate has officially accepted the offer their resume and orientation schedule will be shared with the Board members.

**2019 NABP Regional Conference.** Mr. Carpenter reminded members that it is the Vermont Board's responsibility to host the 2019 NABP Regional Conference. Mr. Carpenter has been working on finding a hotel venue to support attendees and will be visiting two hotels in the Burlington area this weekend. He will review the proposals submitted with the NABP treasurer to make sure we are within budget. The Albany College of Pharmacy will also be responsible for fund raising for this event and for submitting continuing education proposals. Mr. Carpenter requested the assistance of Board members in pulling all of the pieces together as work gets started on this event.

**Update from the Executive Officer.** Mr. Enos reminded Board members that the newsletter distributed by NABP will be going electronic with either the September or December issue. Mr. Enos also informed members that the previous PTCB proposal for requiring applicants to complete a college course prior to sitting for the certification exam is off the table for the time being. It is unclear whether the deadline to implement this requirement has been extended or has been removed all together.

**6. Public Comment:**

Joe Lavino, with CVS, wanted Board members to know he was pleased with the way the Board is looking into handling reciprocal discipline. Mr. Lavino also offered to assist the Board with any practice language changes for the Administrative Rules updates.

7. The next meeting is scheduled for Tuesday, May 16, 2017, at 9:00 a.m.

8. Mr. Carpenter made a motion to adjourn the meeting at 10:40 am. Mr. Carroll seconded the motion. Motion passed.