

**STRATEGIC PLANNING
BOARD MEETING MINUTES
March 3-4, 2009**

**Tuesday, March 3, 2009 @ 8:30 AM, PSOB, Room 150
Wednesday, March 4, 2009 @ 8:30 AM, PSOB, Room 150**

Tuesday, March 3, 2009

Board President, Cathryn Lew called the meeting to order at 8:30 AM.

Roll Call

The following members were present for all or part of the meeting:

Cathryn Lew, President	Dianna Pimlott - teleconference
Lee Howard, Vice President	Linda Howrey
Ann Zweber	Bernie Foster
Larry Cartier	

The following staff was present for all or part of the session:

Gary Schnabel, Executive Director	Chryis Hennigan, Office Manager
Gary Miner, Compliance Director	Paige Clark, Pharmacist Consultant
Karen MacLean, Administrative Director	Ed Schneider, PRN Director
Tony Burt, Project Manager	

Board Counsel – Tom Cowan excused

The following guest was present for part of the session:

Michael Kaplan, Analyst, DAS Budget & Management

MOTION

Motion to approve the agenda was made and unanimously carried (Motion by Howrey, second by Foster).

Strengths Finder Workshop

Administrative Director Karen MacLean and Pharmacist Consultant Paige Clark gave an overview of the groups' personal strengths assessment from Tom Rath's, Strengths Finder book.

2008 Strategic Planning Overview

The agency's 2008 Strategic Plan was reviewed. The Board discussed the objective of forming an interdisciplinary group with prescribing practitioners. It was decided that this topic would be discussed further later during the meeting.

Technician discipline/use of PRN (Pharmacy Recovery Network)

Administrative Director, Karen MacLean provided an overview of the PRN budget. PRN Director, Ed Schneider presented the program statistics. The Board recognized that there were several legislative measures that could affect the structure of the PRN; however their discussion was based on the existing system. Areas of the statistical report were identified that could be made more meaningful. Staff was directed to refine the report and bring proposals to the Board at a future meeting. The points discussed were:

- Potential monthly charge for participants;
- How to define “success;”
- A periodic report to the Board and report posted on the web site;
- Staff would explore potentials for savings of time and resources by reducing paperwork.

Budget 2007-2009

Administrative Director, Karen MacLean and Executive Director, Gary Schnabel explained in detail current budget shortfalls and necessary cost savings needed before the end of this fiscal year June 30, 2009. Management has already implemented some measures and recommended proposals for further savings including adjustments to scheduled meetings. DAS Budget & Management Analyst, Michael Kaplan also provided input and perspective. The Board decided to defer decisions about the meetings schedule and other options until later in the meeting.

Budget 2009-2011

Karen and Gary described budget proposals currently before the legislature. The Board discussed expenditure savings options during the upcoming biennium and Key Performance Measures (KPM). It was recognized that KPM# 4 does not accurately reflect the agency's performance. Staff was directed to make an attempt to get this KPM amended. It was decided to delay discussion of KPM changes until a later time during the meeting.

Agency Workload

Executive Director, Gary Schnabel reviewed statutes that give the agency its mission. His view was that the agency needed to stick to issues that reflect core requirements to avoid overload. He identified issues which caused substantial workload increases without staff increases. This was particularly true of licensing issues resulting from changes to rules affecting wholesalers and technicians.

MOTION

Motion to adjourn at 5:00 PM was made and unanimously carried (Motion by Cartier, second by Zweber).

Wednesday, March 4, 2009

Board President, Cathryn Lew called the meeting to order at 8:38 AM.

Roll Call

The following members were present for all or part of the meeting:

Cathryn Lew, President	Dianna Pimlott - teleconference
Lee Howard, Vice President	Linda Howrey
Ann Zweber	Larry Cartier

The following member was excused:

Bernie Foster

The following staff was present for all or part of the session:

Gary Schnabel, Executive Director	Chrisy Hennigan, Office Manager
Gary Miner, Compliance Director	Paige Clark, Pharmacist Consultant
Karen MacLean, Administrative Director	Ed Schneider, PRN Director
Tony Burt, Project Manager	Gregg Hyman, Inspector

Board Counsel – Tom Cowan excused

The following guest was present for part of the session:

Jamie Contreras, Attorney, DOJ

STRATEGIC PLANNING (continued)

Agency Workload (continued)

The Board directed staff to work towards biennial licensure and on-line renewals as well as other cost savings measures and to present proposed changes to the agency's Key Performance Measures at a Board meeting this fall. The Board agreed an interdisciplinary group was desirable although not within the coming year. It was suggested that Executive Director Gary Schnabel use the existing forum for health related licensing board's directors to initiate this activity. No other changes were proposed to the Strategic Plan for 2008-2012, dated March 2008.

Prepare for May 6 Proposed Rules - Division 07

Project Manager, Tony Burt reviewed the proposed new permanent rules for a Public Health Emergency in Division 07. Staff believes the Board should go forward to publish the proposed rules in the April Bulletin. The Board discussed contaminated inventory destruction requirements at length and made minor changes. Board directed staff to proceed with permanent rulemaking. If there is no request for a hearing, proposed rules can be done at the June meeting.

MOTION

Motion to send Division 07 Emergency Planning Rules to permanent rulemaking as revised was made and unanimously carried. (Motion by Zweber, second by Howard).

General Administration/Issues & Activities

2009 Legislative Session Update

Pharmacist Consultant Paige Clark gave an update on legislation the agency is tracking and current activities. The Board reviewed a letter of opposition to SB 274 and agreed to sign the letter designed to be a joint statement from all the health related licensing boards. SB 517 will be worked during interim for 2011. SB 355 continues to move through the committee process.

MOTION

Motion to enter Executive Session was made and unanimously carried at 12:00 Noon for the purpose of review and consideration of a contested case pursuant to ORS 676.175 and ORS 192.690(1) (Motion by Howrey, second by Howard).

MOTION

Motion to exit Executive Session and enter Open Session was made and unanimously carried at 12:20 PM (Motion by Howrey, second by Zweber).

MOTION

Motion to adopt the final order in the Imelda Diane Osten case #2440-0276 was made and unanimously carried (Motion by Howrey, second by Howard).

Committees/Meetings

National Association of Boards of Pharmacy (NABP) Meetings

As incoming NABP President, Executive Director Gary Schnabel attended the Joint Commission of Pharmacy Practitioners (JCCP) meeting. It is a quarterly meeting which requires his attendance during the next year. He will also attend a meeting for the NABP with the FDA during late March. Gary and Board President, Cathryn Lew attended the NABP Executive Committee Meeting on February 2-6, 2009. All travel expenses are NABP. Proposed resolutions for the Annual NABP Meeting will be provided to the Board before the April meeting.

The NABP will present the Fred T. Mahaffey Award to the Board at their meeting on May 19, 2009. The Board receives this award in recognition of its exemplary service and dedication to the NABP mission protecting public health. From July 2006 to December 2008, the Board saw a 95% reduction in methamphetamine laboratories throughout the state. The Board does not have the resources this year to send a Board member. Board and staff discussed preparing an audio taped acceptance statement.

Oregon Health Care Workforce Initiative (OHWI) Committee

Administrative Director Karen MacLean reported the OHWI Committee is now discussing SB 457 and a Survey Monkey to collect Workforce data. It might require a fiscal and Board staff to write rules unique to the Board. Pharmacists would need to complete the survey annually. The Bill allows Boards to assess a fee for the fiscal impact, however, Karen does not advise the Board to do so if the proposed Agency budget fee increases are approved.

Pharmacy Practice Roundtable Meeting, 2/3/09

Pharmacist Consultant Paige Clark and members Larry Cartier and Ann Zweber attended the Pharmacy Practice Roundtable. 29 people attended. Topics discussed were Continuing Education (CE), license fee increases and convenience factor for the Board and licensees. There was clear communication that the agency strives to be fiscally responsible. The group will look at the impact Continuing Education (CE) has relative to biennial licensure. There were comments about this year's PIC Self-Inspection report which gives guidance for changes to be made. The PIC Self Inspection report is a tool for the Board and outlets.

Compliance Director, Gary Miner shared an example of Continuous Quality Improvement (CQI) details to be considered as a tool for the agency web site. The goal is to make sure pharmacies have a Q/A plan in use that is available for inspectors. The Board will give their edits to Gary within the next week.

Lane County Mid-Winter Seminar, 2/22/09

President Cathryn Lew and Pharmacist Consultant Paige Clark presented. 275-300 people attended. Compliance Director Gary Miner, PRN Director Ed Schneider, Inspectors Katie Baldwin and Michele Cale were at a booth. The staff received many questions.

OSPA Spring CE, 3/8/09

Member Larry Cartier will be present and Compliance Director Gary Miner will conduct a PIC training class and have a booth.

Member Ann Zweber attended a DUII Meeting. The group supports the Prescription Monitoring Program (PMP) legislation.

Board Meeting Schedules

Board Meeting Dates 2009

- April 20, 2009 By Phone
- June 9 - 10, 2009 Portland
- August 11 -12, 2009 Portland
- October 13 -14, 2009 Portland
- December 1 - 2, 2009 Portland

2009 Potential Rulemaking Hearing Dates (save the dates)

- May 6, 2009 Portland
- November 3, 2009 Portland

Proposed Board Meeting Dates 2010

- January 26 - 27, 2010
- March 9 - 10, 2010
- April 6 - 7, 2010
- June 15 - 16, 2010
- August 10 - 11, 2010
- October 12 - 13, 2010
- December 7 - 8, 2010

Strategic Planning

President, Cathryn Lew discussed meetings dates. In light of the budget shortfall, the Board and staff agreed to cancel the April 7-8, 2009. A teleconference will be held April 20, 2009 with Portland staff and a majority of the meeting will be in executive session for the purpose of reviewing compliance cases. Minimal general Board business will be scheduled. Also, the Board agreed to discuss post-legislative actions that will be necessary by teleconference on July 1, 2009.

MOTION

Motion to approve the revised Board Meeting dates was made and unanimously carried (Motion by Zweber, second by Cartier).

Letters of Support

Members and staff discussed letters of support for Jim Dameron of the Oregon Patient Safety Commission and were cautioned about making statements without the knowledge of the full Board. The Board discussed Legislative Concept 2913 on Medical Marijuana and takes no position but supports the concept for growth site(s) and no pharmacy distribution unless written as a prescription. Under the concept, the Board could create a fee for marijuana drug outlets as a Schedule II controlled substance. The Board also talked about who has authority to classify drugs. There is another bill in motion to make marijuana a controlled substance, Schedule II rather than a Schedule 1. The Board asked staff to review the topic and recommend amended language.

MOTION

Motion was made to adjourn the meeting at 3:09 PM and unanimously carried (Motion by Howrey, second by Cartier).

Minutes accepted by:



Gary A. Schnabel, R.Ph, R.N.
Executive Director