STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

BOARD OF PHARMACY
MINUTES OF MEETING
NOVEMBER 17-18, 2016

By authority of AS 08.01.070(2) and in compliance with the provisions of Article 6 of AS 44.62, a scheduled WebEx teleconference meeting of the Board of Pharmacy was held November 17-18, 2016 at the State Office Building 333 Willoughby Ave., 9th Floor.

These minutes were prepared by the staff of the Division of Corporations, Business and Professional Licensing.

The meeting was called to order by Chair, John Cotter at 9:06 a.m.

Call to Order/Roll Call

Board Members Present constituting a quorum:

John Cotter RPh, Fairbanks - Chair
Leif Holm, PharmD, North Pole – Vice Chair
Anne Gruening, Public Member, Juneau - Secretary
Richard Holt, PharmD, Wasilla
Phil Sanders, RPh, Soldotna
Lana Bell, RPh, Anchorage
Taryl Giessel, Public Member, Eagle River

Attending from the Division of Corporations, Business and Professional Licensing were:

Donna Bellino, Licensing Examiner – Juneau
Brian Howes, Investigator – Anchorage
Sara Chambers, Divisional Operations Manager – Juneau
Jun Maiquis, Regulations Specialist – Juneau
Megyn Greider, Assistant Attorney General – Telephonically

Visitors Present via teleconference –
Brady Tucker, Intern - Walmart
Jackie Swarczcwski, Intern - Walmart
Greg Estep, Pharm D - Walgreens

Agenda Item 1- Review Agenda

The board reviewed the agenda for Thursday, November 17, 2016.

On a motion duly made by Ms. Bell, seconded by Mr. Holt and approved unanimously, it was

RESOLVED to approve the agenda for Thursday, November 17, 2016.

Agenda Item 2- Review/Adopt Meeting Minutes

The Board reviewed the minutes from the August 18-19, 2016 meeting and the October 7, 2016 teleconference.

On a motion duly made by Mr. Holt, seconded by Mr. Sanders and approved unanimously, it was

RESOLVED to approve the minutes from the August 18-19 meeting.

On a motion duly made by Ms. Gruening, seconded by Ms. Giessel and approved unanimously, it was

RESOLVED to approve the minutes from the October 7th teleconference.

Agenda Item 3- Ethics

Mr. Cotter called for any ethics disclosures to be made. No ethics violations to report by board or staff.

Agenda Item 4 – Investigative Report – Investigator Howes

Investigator Howes presented the Investigative Report for the period of August 10, 2016 through November 15, 2016. Including cases, complaints, and intake matters, since the last report, the Division opened twenty seven (27) files and closed forty-one (41) Pharmacy Board matters. A total of sixteen (16) matters remain on-going and under active investigation or are pending litigation.

Investigator Howes also reviewed with the Board the PDMP Report from August 1, 2016-October 31, 2016. The State of Alaska is sharing PDMP date with four other states if you are a health care provider have access to other states within the PDMP and you have a patient in Alaska.

Investigator Howes advised the Board he had cases to review/discuss with the Board:

On a motion duly made by Ms. Gruening, seconded by Ms. Giessel and approved unanimously, it was

> **RESOLVED to go into Executive Session in accordance with AS44.62.301(c) for the purposes of discussing investigative matters:**
>
> Case No. 2016-00854
> Case No. 2016-001018
> Case No. 2016-001308
> Tabled Tech Application with "Yes" Answer

Board staff to remain

Off the record at 9:38 am
Back on record at 10:17am

On a motion duly made by Ms. Gruening, seconded by Mr. Holm and approved unanimously, it was

> **RESOLVED to accept the pharmacy technician application for Charles Blattner Case No. 2016-00108 with the assessment of a $500.00 fine with $250.00 suspended for failure to report a DUI**.

On a motion duly made by Ms. Gruening, seconded by Mr. Sanders and approved unanimously, it was

> **RESOLVED to accept the Consent Agreement for Case No. 2016-001018 Basic Home Infusion Pharmacy.**

On a motion duly made by Ms. Gruening, seconded by Ms. Giessel and approved unanimously, it was

> **RESOLVED to adopt the Imposition of Civil Fine in this matter, having determined that this is a technical violation of professional licensing statutes and regulations not related to the delivery of patient care and, therefore, this matter can be resolved with a civil fine of $500.00 and $250.00 suspended for Dean Thorson Case No. 2016-000854.**

The Board agreed that the severity of the felony assault convictions in 2002 along with the recent 2016 conviction for forgery was enough to deny the pharmacy technician application for Josette John based on Sec 08.80.261 (a)(4) and (a) (8).

On a motion duly made by Ms. Gruening, seconded by Mr. Holm and approved unanimously, it was

> **RESOLVED to deny the Pharmacy Technician application for Josette Johns per Sec. 08.80.261 Disciplinary Sanctions (a)**
>
> - **(4) has been convicted of a felony and**
> - **(8) engaged in conduct involving moral turpitude or gross immorality.**

Off the record at 10:30 am
Back on record at 10:35 am

<u>Agenda Item 5 – Division Update from Sara Chambers, Division Operations Manager</u>

Ms. Chambers thanked the Board for their initiative and willingness to use WebEx as part of teleconference for the Board meeting and looked forward to the feedback from the Board.

Ms. Chambers advised the Board that IRIS the new state accounting system is the reason for the delay in the budget information, but the information should be available soon and Ms. Bellino would be able to email it to the Board to be reviewed and discussed at the next full Board meeting.

Ms. Chambers went on to provide the Board of Pharmacy with an update on the PDMP/Executive Administrator position. Ms. Chambers let the Board know the position description has been completed, and she has been working with Classifications since July to get the position classified correctly so it then can go out for recruitment. This position is a high level leadership position so it is important to make sure qualifications and knowledge, skills and abilities are accurately stated for screening of applicants. Ms. Chambers recently met with Classifications and progress has been made, so it should not be too much longer before the final approval is received.

Ms. Chambers provided a brief update on SB74 and the regulations that pertain specifically to the Board of Pharmacy. Ms. Chambers has had an initial meeting with members from the pertinent boards who are jointly tasked with coming up with recommended prescriptive guidelines for schedule II controlled substances

listed under federal law. There is a second meeting scheduled for Tuesday December 7, 2016 to continue with finalizing the draft report.

Agenda Item 6 – Regulation Review

Assistant Attorney General Megyn Greider joined the meeting telephonically from Anchorage and Jun Maiquis, Regulation Specialist joined Ms. Bellino in the conference room.

AAG Greider and Mr. Maiquis joined the meeting to review and discuss edits made to Regulations **12 AAC 52.992 Administration of vaccines and related emergency medications** and **12 AAC 52.993 Emergency Preparedness.**

AAG Greider reviewed/discussed her edits and reasoning on the changes made to **12 AAC 52.993 Emergency Preparedness** and advised that the Board does not have statutory authority to exempt from licensure and the Board has an emergency pharmacist permit regulation already, **12 AAC 52.110 Emergency Pharmacist permit**. The Board reviewed the existing regulation and determined there are items to be discussed and changes to be considered so the regulation will work more in concert with the goal **of 12 AAC 52.993 Emergency Preparedness**. The Board determined at this time it will take a step back and take time separately from this meeting to determine how best to proceed with both regulations and resubmit.

AAG Greider then reviewed/discussed edits made to **12 AAC 52.992 Administration of vaccines and related emergency medications.** The biggest edits to this regulation had to do with the mixing of the requirements and expectations of the pharmacists and pharmacies. For drafting clarity, it is best to deal with all the requirements and expectations for pharmacists in one section then when the requirements and expectations change, have that in a separate section. The edited version of the regulation has these changes.

AAG Greider had some questions that the Board clarified regarding a written set of standards referenced in the regulation. The Board confirmed that the reference made to the CDC advisory committee on immunization practices is a valid reference and is regularly updated. To help clarify AAG Greider's questions and concerns, the Board worked with AAG Greider to come up with better language to accomplish this.

Mr. Holt will work on the re-draft to include changes discussed and will have it ready for the Board to review when they reconvene of Friday 11/18/16.

The Board ran over the allotted three hours and only discussed the first two regulations on the regulation list for this agenda topic. It was determined to end the meeting and reconvene on Friday November 18, 2016 at 9:00 am.

On a motion duly made by Mr. Holm, seconded by Ms. Bell and approved unanimously, it was

> **RESOLVED to recess the meeting until Friday morning November 18th at 9:00 am.**

Off the record at 12:52 pm.

Friday November 18, 2016

The meeting was called to order by John Cotter, Board Chair, at 9:05 a.m.

Call to Order/Roll Call

Those present, constituting a quorum of the board, were:

John Cotter RPh, Fairbanks - Chairman
Leif Holm, Pharm D, North Pole- Vice Chairman
Anne Gruening Public Member, Juneau – Secretary
Rich Holt, Pharm D, Wasilla
Phil Sanders RPh, Soldotna
Lana Bell, RPh, Anchorage
Taryl Giessel Public Member, Eagle River

In attendance from the Division of Corporations, Business & Professional Licensing, Department of Commerce, Community and Economic Development were:

Donna Bellino, Licensing Examiner – Juneau

Visitors Present –
Molly Gray, Executive Director – AKPha
Greg Estep, Pharm D – Walgreens
Brady Tucker, Intern – Walmart
Jackie Swarczcwski, Intern – Walmart

Agenda Item 1 Review Agenda –

The board reviewed the agenda and added time to allow for follow-up discussion/review regarding the regulation for vaccinations and other regulations the Board did not have time to review at Thursday's meeting.

On a motion duly made by Ms. Gruening, seconded by Ms. Giessel and approved unanimously, it was

RESOLVED to approve the amended agenda with changes for Friday November 18, 2016.

Agenda Item 2 – Public Comment –

Mr. Cotter Called for Public Comment at 9:15 a.m. No one addressed the Board for public comment

Agenda Item 3 – Debbie Mack, RPh – Sr. Director US Ethics & Compliance – Walmart.

Ms. Mack addressed the Board regarding Health Services Room that Walmart is adding to certain locations. The Health Services Room is an unlicensed area that may be used for Patient Consultation, Medication Therapy Management, Immunizations, and other services. These rooms will not be used for prescription processing or drug inventory storage. The Health Services Room is secured, and prescription drop-off will occur at the front counter. Ms. Mack wanted to see if the addition of such a room in Alaska Walmart pharmacies would require approval from the Board of Pharmacy. Ms. Mack also provided photos of the remodeled pharmacy with the Health Services Room. The Board's main concern is access and security to the pharmacy from this room. Ms. Mack explained that there is a door to the pharmacy, but it is a locked and secure door and only the pharmacist would have the security code. Ms. Mack also inquired as to whether the front cash area was acceptable as it was outside of the locked pharmacy when the pharmacy is closed to which there was no objection and reflects current practice. The Board was satisfied with Ms. Mack's explanations regarding security and access to the pharmacy and how these rooms are integrated. Alaska statutes and regulations would not require this type of room to be licensed and Walgreens and Safeway have their own versions of this type of Health Services Room.

Ms. Mack thanked the Board and Ms. Bellino for their time and opportunity to speak with the Board.

AGENDA ITEM 4 –Correspondence/Report of Theft or Loss Reports–

The Board reviewed correspondence received between the August and the November meeting.

Included in correspondence was information received from Sheldon Winters who is a Lobbyist in Juneau, and Rylan Hanks, Pharm.D who is Director, Global Regulatory and R&D Policy/Global Regulatory Affairs and Safety with Amgen. The letter advised the Board of draft legislation that is being circulated to clarify Alaska's state pharmacy act as it relates to substitution of biologics. Biosimilars are a new class of medicines that offer the potential of increasing access and lowering costs. Congress

approved legislation in 2010 paving a path for the introduction of biosimilars in the Unites States. Federal regulatory activity within the Food and Drug Administration (FDA) has been ongoing since then. The FDA approved the first US biosimilar in 2015, has approved four to date, and is expected to approve more in the near term. All fifty US states including Alaska need to update state pharmacy practice acts to address pharmacy-level substitution of biologics. In the past three years twenty-five states have done so.
The Board reviewed the letter and the draft legislation and concluded it would not support legislation to update statutes that included requiring pharmacist to notify the prescribing practitioner within five business days regarding the substitution of interchangeable biologic products. If the FDA says it is interchangeable, it's interchangeable.

Molly Gray, Executive Director for the AKPha advised that Mr. Winters had contacted the association and the association's lobbyist with the same information looking for support from the association. Mr. Winters addressed the associations Board of Directors meeting the previous evening with the same information provided to the Board of Pharmacy. The AKPHa Board of Directors has the same concerns as the Board of Pharmacy. Ms. Bellino will get back to Mr. Winters with the Board's concern regarding the five day notification requirement.

One Report of Theft or Loss of Controlled Substances was reviewed by the Board.

AGENDA ITEM 4 – Update Prescriptive Guidelines Meeting-

Leif Holm provided the Board with a brief update on the Prescriptive Guidelines meeting attended in October. Mr. Holm was chosen to represent the Board of Pharmacy along with the Board of Dental Examiners, Medical Board, Board of Nursing, Board of Examiners in Optometry to draft a report on schedule II controlled substances as required from the passage of SB 74.

The group will reconvene on December 7th to continue working on recommended guidelines for their report due to the legislators on or before January 1, 2017.

AGENDA ITEM 5 – Review of Tabled Applications -

The Board reviewed a change of ownership out-of-state pharmacy application with a "yes" answer that was tabled from a previous mail ballot. Mr. Cotter was the Board member that tabled the application. Mr. Cotter shared his concerns that the state inspection report included with the application for this out-of-state pharmacy that does sterile compounding was not very detailed and did not include any

information regarding sterile compounding. Mr. Holt advised that there is nothing in the regulations that requires a sterile compounding pharmacy to provide an inspection report related to sterile compounding. This led to a discussion about compliance of inspection reports and the relevance of a state inspection or a self-inspection report being provided since the state does not have compliance officers or pharmacy inspectors who are trained in what to look for in a sterile compounding pharmacy.

Mr. Cotter approved the application and requested an Out-of-State Self-Inspection Report be completed by the pharmacy. Mr. Cotter also requested that upon receipt that it is forwarded to the Board for review.

Break:
Off the record at 10:03 am
Back on the record at 10:11 am

AGENDA ITEM 6 – New Old Business -

Mr. Cotter's term on the Board of Pharmacy ends on March 1, 2017. The Board elected officers for the next year. The following are the new officers:

Leif Holm, Pharm. D. – Chair
Rich Holt, Pharm. D. – Vice Chair
Anne Gruening – Public Member, Secretary

The Board set 2017 meeting dates as follows:

1) Friday January 13th – Teleconference for regulation review
2) March 2-3, 2017 – Teleconference
3) May 4-5, 2017 – Travel meeting
4) August 10-11, 2017 – TBD
5) November 30 and December 1, 2017 – TBD

AGENDA ITEM 7 – Regulation Review –

12 AAC 52.992 Independent Administration of vaccines and related emergency medications.

Mr. Holt re-worked the draft of this new regulation reflecting the changes discussed with AAG Greider and the Board at Thursday's meeting. There were a few small

edits, but the Board felt the re-worked draft was inclusive of the changes discussed and forwarded AAG Greider for final review.

New regulation is amended to read:

12 AAC 52.992 Independent administration of vaccines and related emergency medications. (a) Before a pharmacist may administer a human vaccine or related emergency medications to a patient who does not have immunization contraindications as listed by the CDC, FDA, manufacturer's package insert or to a patient under a prescription drug order from a prescriber, the pharmacist must

(1) Successfully complete a course accredited by the Accreditation Council for Pharmacy Education (ACPE) or a comparable course for pediatric, adolescent, and adult immunization practices that include instruction on:

(A) basic immunology, vaccine, and immunization protection;
(B) disease that may be prevented by vaccination or immunization;
(C) current Centers for Disease Control and Prevention (CDC) immunization schedules;
(D) vaccine storage and management;
(E) informed consent;
(F) physiology and techniques for administration of immunizations;
(G) pre-immunizations and post-immunization assessment and counseling;
(H) immunization reporting and records management; and
(I) identifying, documenting, and reporting adverse responses

(2) maintain, and keep documentation of certification in adult and pediatric cardiopulmonary resuscitation (CPR) and automated electronic defibrillator (AED) training;

(3) a pharmacist who has not administered a vaccine within the past ten years must complete a course as described in (a)(1) of this section before administering a vaccine.

(b) A pharmacy from which a pharmacist administers a human vaccine or related emergency medication under this section

(1) must stock the following emergency medications in an emergency medication kit which is kept separate from the regular dispensing inventory

(A) oral and injectable diphenhydramine; and
(B) adult and pediatric auto inject epinephrine device, or injectable epinephrine.

(2) must maintain a policy and procedure manual detailing the immunization practices that must be followed and which:

(A) designates either the pharmacist in charge (PIC) or an assigned vaccine coordinator who will be responsible for maintaining the policy and procedures manual;
(B) documents that the policy and procedures manual has been reviewed and updated annually;
(C) addresses how vaccine and related adverse reactions are to be reported to the Vaccine Adverse Event Reporting System (VAERS);
(D) addresses proper vaccine storage, handling, and maintenance, including maintaining manufacturer recommended temperatures during transportation of vaccines;
(E) addresses proper disposal of used or contaminated supplies;
(F) contains a written emergency protocol **for handling** accidental needlesticks and adverse reactions including the administration of emergency related medications; and
(G) details how records must be kept;

(3) must have access to the latest edition of the CDC's *Epidemiology and Prevention of Vaccine-Preventable Diseases* as a reference; and
(4) must display each pharmacist's certification of completing immunizations course **described in** this section.

(c) Before administering an immunization or related emergency medication, a pharmacy intern shall

(1) have completed an ACPE approved immunization course or other comparable course that meets the requirements (a)(1)
(2) maintain certification of completing an adult and pediatric cardiopulmonary resuscitation (CPR) program and automated electronic defibrillator (AED) training and
(3) be under the direct supervision of a pharmacist who has met the requirements of this chapter.

(d) A pharmacist administering a vaccine or related emergency medication must provide the patient, or the patient's agent, the current vaccine information statement (VIS) issued by the CDC for each vaccine administered.

(e) A pharmacist or intern administering a vaccine must comply with 7 AAC 27.650

(f) "**Independent** administration" means a pharmacist meeting the requirements of this chapter is the prescriber and administrator of the vaccine, or if an intern meeting the requirements of this chapter is administering the vaccine the pharmacist **intern is** the prescriber

(g) Failure to comply with this section constitutes unprofessional conduct and is a basis for the imposition of disciplinary sanctions under AS 08.01.075.

The following regulations were approved at the August BOP meeting and submitted to the Regulation Specialist for the below changes:

1) **12 AAC 52.210 PHARMACISTS DUTIES**
   (1) is amended to read:
      (1) receiving an oral prescription drug order [,INCLUDING REFILL APPROVAL OR DENIAL THAT INCLUDESS ANY CHANGE TO THE ORIGINAL PRESCRIPTION DRUG ORDER];

2) **12 AAC 52.320 CONTINUING EDUCATION REQUIREMENTS FOR PHARMACISTS**
   is amended by adding a new subsection to read:
   (e) A pharmacist administering a vaccine or related emergency medication shall certify having completed one hour of ACPE approved continuing education specific to immunizations, vaccines, or related topics as part of the 30 contact hours of continuing education required under (a) of this section.

3) **12 AAC 52.400 GENERAL GUIDELINES FOR PHARMACIES**
   Is amended to read:
   A person that is required to be licensed by AS 08.80 and who has a license under AS 08.80 and this chapter shall adhere to the guidelines on facilities, reference material, equipment, supplies, and other guidelines established by the board in the pamphlet titled , "*Facility Standards for Pharmacies, "* dated November 2016 [FEBRUARY 2008], and incorporated by reference in this section.

4) **12 AAC 52.450 PRESCRIPTION DRUG ORDER RECORDS**
   Is amended to read:
   (a) A pharmacy shall maintain prescription drug orders for a period of two years from the date of filling or the date of the last dispensed refill. The prescription drug orders shall be maintained [IN NUMERICAL ORDER AND] in a manner that ensures they will remain legible for the required two-year period.

(b) To comply with (a) of this section, a pharmacy shall maintain the prescription drug orders by [KEEPING IN ITS FILE}

(1) **keeping** the original **hard copy** [WRITTEN] prescription drug order **presented by a patient;**

(2) **keeping** a plain paper version of the prescription drug order received by facsimile or digital electronic transmittal; [OR]

(3) keeping a prescription drug order put into writing either manually or electronically by the pharmacist; or

(4) **electronically storing and maintain in a readily retrievable format.**

5) **12 AAC 52.460 PRESCRIPTION DRUG ORDER**

Is amended to read:

(a) Before a pharmacist may fill a prescription drug order, the pharmacist shall obtain the following information:

(9) if a written **or hard copy** prescription drug order, the prescribing practitioner's signature; [AND]

(10) if a[FACSIMILE] prescription drug order **is received by facsimile** the prescribing practitioner's **or electronic** signature or authorized agent's signature**; and**

(11) if the prescription drug order is signed by an authorized agent it must include the name of the prescribing practitioner.

6) 12 AAC 52.500 TRANSFER OF A PRESCRIPTION DRUG ORDER

Is amended to read:

(b) Original prescription drug order information for controlled substances listed in schedules III, IV, or V may be transferred only by the pharmacy that originally received the prescription drug order from the prescribing practitioner. **The transfer must be communicated directly between two licensed pharmacists.**

(c) Original prescription drug order information for non-controlled substances may be transferred **verbally, electronically, or via facsimile** between pharmacies without limitation up to the number or originally authorized refills.

(d) A pharmacy transferring a prescription drug order or receiving a transferred prescription drug order must meet the following requirements:

(1) **If transferred verbally,** the transfer shall be communicated directly between two licensed pharmacists;

(2) both the original and the transferred prescription drug order must meet the requirements of 12 AAC 52.450(a);
(3) the pharmacist transferring the prescription drug order information shall record the following information:
(i)name, address, and if a controlled substance, the DEA registration number of the pharmacy receiving the prescription drug order information;
(ii) name of the pharmacist receiving the prescription drug order information;
(iii)name of the pharmacist transferring the prescription drug order information; and
(iv) date of the transfer;
(4) the pharmacist receiving the transferred prescription drug order information shall record the following information:
(i) original date of issue and date of dispensing if different from the date of issue;
(ii) original prescription drug order number and the number of refills authorized on the original prescription drug order;
(iii) number of valid refill remaining and the date of the last refill;
(iv) name, address, and if a controlled substance, the DEA registration number of the pharmacy transferring the prescription drug order information and
(v) name of the pharmacist transferring the prescription drug order information;
(5) WHEN A PRESCRIPTION DRUG ORDER IS TRANSFERRED, THE TRANSFERRING PHARMACY MAY NOT ISSUE ANY FURTHER REFILLS

7) 12 AAC 52.585 MANDATORY PATIENT COUNSELING

Is amended to read:

(a) **Before dispensing a** [WITH EACH NEW] **prescription for the first time for a new patient of the pharmacy, or a prescription for a new medication for an existing patient of the pharmacy or change in the dose, strength, route of administration or directions for use of an existing prescription previously** dispensed **for an existing patient of the pharmacy ,** the pharmacist **or pharmacy intern providing prescription services** shall **personally counsel each** [VERBALLY PROVIDE COUNSELING TO THE] patient or the patient's agent on matters considered significant in the pharmacist's professional judgement. The counseling may include

FACILTY STANDARDS FOR PHARMACIES is amended to read:

November 2016 [FEBRUARY 2008]

Library. A reference library is maintained which includes the following:

(1) A current copy (**hard-copy or electronic media access**) of the Alaska Pharmacy Statutes and Regulations.
(2) A least one current or updated reference (hard copy or electronic media **access**) from each of the following categories:

On a motion duly made by Ms. Bell, seconded by Mr. Holm and approved unanimously, it was

RESOLVED to approve for public comment all the above changes to the following regulations:

12 AAC 52.992 Independent administration of vaccines and related emergency medications
12 AAC 52.210 Pharmacist Duties
12 AAC 52.320 Continuing Education Requirements For Pharmacists
12 AAC 52.400 General guidelines for pharmacies
12 AAC 52.450 Prescription drug order records
12 AAC 52.500 Transfer of A Prescription Drug Order
12 AAC52.585 Mandatory Patient Counseling
Facility Standards for Pharmacies

The above approved regulations will be sent out to all licensed pharmacists and to those listed on the interested parties list. Only written comments from the public will be accepted.

The Board reviewed and discussed the next group of regulations that are in need of being amended, and regulations that are requirements from the passage of SB74.

Mr. Holt will work on these and have them available for discussion for the Friday January 13th teleconference where the Board will meet from 1:15 pm to 4:00 pm specifically for regulation review.

Ms. Bellino will send via mail all items requiring the Chairs signature to Mr. Cotter for signing.

Mr. Holt will work on these and have them available for discussion for the Friday January 13th teleconference where the Board will meet from 1:15 pm to 4:00 pm specifically for regulation review.

Ms. Bellino will send via mail all items requiring the Chairs signature to Mr. Cotter for signing.

On a motion duly made by Ms. Giessel, seconded by Mr. Holm and approved unanimously, it was

RESOLVED to adjourn the meeting.

The board adjourned at 12:00 p.m.

Respectfully Submitted:

Donna Bellino

Donna Bellino
Licensing Examiner

Approved:

John Cotter, RPh., Chair
Date: 11-17-16