

May 15-17, 2017

Wingate Inn – Fargo ND

A G E N D A M A Y 15-16-17, 2017

Monday – May 15, 2017 WINGATE INN 4429 19th Ave S - Fargo ND 58103
Meadowlark Room (1-701-281-9133)

9:30AM - Call to Order – President Shane Wendel

Recite: Mission Statement

Sign Original Certificates: RPh & Tech

Review and Approval of Agenda

AGENDA TAB

Review & Approval of Meeting Minutes of:

MINUTE TAB

March 23, 2017

10AM Michelle Mehling, RPh5745 – Stipulation

TAB 1

10:30 Thrifty White Employment Pharmacy Services

Jeff Shorten, PharmD

Relocation Plans: NuCara Pharmacy Long-Term-Care Phar842 Valley City
Vibra Hospital Fargo

TAB 2

New Hospital Pharmacy: McKenzie County Healthcare Systems Pharmacy
Watford City –[hospital and retail space plans]

Make final preparations for tomorrows exams

Candidate TAB

Review Intern Portfolios

Review Candidate Files = 46

Appoint two Board Members to review:

All paid expenses.

Review Bank Account Reconciliations

Meeting dates 2017-2018

TAB 3

Lunch: Lucky 13

Discussion items;

Drug Disposal program options

Legislative Recap

Inspection cycle 2017-2018 – Focuses and Direction

Email and website rebranding to .pharmacy

Board Office Expansion option – Executive Director Hardy

Budget and Financials

BUDGET TAB

Executive Director Contract

Consider Approval of the actions of the Executive Director

Election of President for the July 1, 2017 – June 30, 2018 year

Appoint Audit Committee and representative for PDMP Advisory Board

Investigational Committee case reviews

TUESDAY-MAY 16, 2017 -ORAL EXAMINATION SCHEDULE - Sudro Hall NDSU –

				46 Candidates
ALL	7:00 - 7:45	AM	Roll Call and Orientation ALL Candidates	ROOM 27
			View Sterile Compounding video	
	8:00 - 9:00	AM	Laboratory Section 1	Concept Pharmacy
	8:15 – 8:45	AM	Errors and Omissions Section 1	Room 21
	8:45 - 9:15	AM	Errors and Omissions Section 2	Room 21
	9:30 –10:00	AM	Errors and Omissions Section 3	Room 21
	10:30–11:00	AM	Errors and Omissions Section 4	Room 21
	9:15 -10:15	AM	Laboratory Section 2	Concept Pharmacy
	10:30 -11:30	AM	Laboratory Section 3	Concept Pharmacy
	12:30 - 1:30	PM	Laboratory Section 4	Concept Pharmacy
	1:45 – 2:45	PM	Laboratory Section 5	Concept Pharmacy
	3:00 – 4:00	PM	Laboratory Section 6	Concept Pharmacy

WEDNESDAY - MAY 17, 2017 -ORAL EXAMINATION SCHEDULE- (701)281-9133

8:20 - AM	SECTION 1	Wingate Inn 4429 19th Ave S
8:40 - AM	SECTION 2	FOLLOW THIS SEQUENCE FOR EACH SECTION:
9:00 - AM	SECTION 3	Room: Board Room
9:20 - AM	SECTION 4	To Room: Flickertail
9:40 - AM	SECTION 5	To Room: Meadowlark
10:00 - AM	SECTION 6	
10:20 - AM	SECTION 7	
10:40 - AM	SECTION 8	
11:00 - PM	SECTION 9	
11:20 - PM	SECTION 10	
1:20 - PM	SECTION 11	
1:40- PM	SECTION 12	

- Review Intern Portfolios
- Final Scoring of Exams
- Approval of all Paid expenses
- Other business
- Complete Vouchers
- ADJOURNMENT

At 9:30 AM on Monday May 15th, 2017 President Shane Wendel, PharmD called the meeting to order in the Meadowlark Room of the Wingate by Wyndham in Fargo, ND.

Present in addition to President Wendel were: Public Member Fran Gronberg - Senior Member Gary W. Dewhirst, R.Ph. - Tanya L. Schmidt, PharmD - Diane M. Halvorson, RPhTech, - Steven P. Irsfeld, RPh - Gayle D Ziegler, R.Ph. -Executive Director Mark J Hardy, PharmD - Howard C Anderson, Jr, RPh, Chief Compliance Officer and Board Attorney David Lindell.

President Wendel read the mission statement: The Board of Pharmacy protects preserves and promotes the public health and welfare of the citizens of North Dakota by assuring that the highest quality pharmaceutical care is delivered and that appropriate use of pharmaceuticals is upheld through education, communication, licensing, legislation, regulation, and enforcement.

It was moved by Public Member Gronberg and seconded by Pharmacist Schmidt to approve the agenda with the addition of a 10:30 AM discussion item for Thrifty White Pharmacy delivery of pharmacy services to an employer. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

Board members signed Pharmacist and Technician Certificates for future use.

It was moved by Technician Member Halvorson and seconded by Pharmacist Ziegler to approve the minutes of March 23, 2017 meeting as printed. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

At 10 AM Michelle Mehling, RPh5745 joined the board to discuss her signed stipulation. Diane Halvorson recused herself and did not participate in the discussion or the vote. Attorney Lindell detailed the facts of the Stipulation. The board reviewed the complaint and stipulation and discussed them with Pharmacist Mehling.

It was moved by Pharmacist Dewhirst and seconded by Pharmacist Ziegler to approve the stipulation with Michelle Mehling RPh5745 as signed by her. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Ziegler – Aye Pharmacist Wendel – Nay – the motion carried.

Pharmacist Mehling asked if the Board was amenable to a payment schedule for the costs and fine and was assured by Dr. Hardy that we would work that out with her.

Jeff Shorten, PharmD, Director of Pharmacy Operations, Thrifty White pharmacies joined the Board to discuss a scenario where an employer would have a pharmacy operate at their work site to service their employees and dependents. It might be a full service pharmacy, a Telepharmacy or a delivery site. It might also simply be a location onsite where prescriptions could be delivered and the patient could access the pharmacist via audio/video connection over a computer to obtain counseling services. After discussion, board members asked Dr. Shorten to prepare a specific proposal, if a specific site is imminent; the board can review to make the guidelines clear for appropriate instructions.

Pharmacist Peter Bolding joined to board to discuss relocation of Vibra Hospital to floor space within the new Sanford facility at 5225 23rd Ave S in Fargo. Board members reviewed the plans for the pharmacy, suggesting that they be reviewed by Inspector Dennis Delabarre, RPh before construction to be sure that air handling systems and other USP 797 requirements were addressed.

It was moved by Pharmacist Schmidt and seconded by Pharmacist Irsfeld to approve plans for the relocation of Vibra Hospital Pharmacy to 5225 23rd Ave S in Fargo, which is on a floor of the new Sanford Medical Center. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Technician Member Halvorson recused herself

due to her employment with Vibra. Nays none – the motion carried.

Dr. Angela Thompson, PharmD, PhD, RPh. Joined the board by phone to discuss the plans for relocation of NuCara Pharmacy Long-Term-Care #2 from 979 Central Avenue to a space currently part of their retail NuCara Pharmacy #31 at 234 Central Ave N in Valley City, ND. Board members reviewed the plans for the new location.

It was moved by Public Member Gronberg and seconded by Pharmacist Irsfeld to approve the plans and relocation of NuCara Long Term Care Pharmacy with Phar842 a Class D permit to 234 Central Ave N Suite 120 in Valley City, ND. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Technician Member Halvorson and seconded by Pharmacist Ziegler to approve the updated floor plans for the reduced floor space now taken up by the long term care pharmacy relocation to Phar841 NuCara Pharmacy #31 at 234 Central Ave N in Valley City, ND. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Pharmacist Dewhirst and seconded by Pharmacist Schmidt to approve the plans for the hospital pharmacy of the new McKenzie County Healthcare System facility located in Watford City, ND. Plans are requested to include a specific address, a pass through area for both the Hazardous and Sterile compounding areas from the Ante Room. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Public Member Gronberg and seconded by Technician Halvorson to approve the new McKenzie County Healthcare Systems facility retail pharmacy floor space plans. A Pharmacy Permit with a specific address would be approvable if received along with an acceptable pharmacy permit application and stock affidavit. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

President Wendel appointed Technician Member Halvorson and Pharmacist Irsfeld to review all paid expenses and Bank Account Reconciliations.

It was moved by Pharmacist Schmidt and seconded by Pharmacist Dewhirst to approve the following list of meeting dates for 2018:

			[Exams]
January 8-10, 2018	Wingate by Wyndam	Fargo, ND	If Requested
March 15, 2018	Board Office	Bismarck, ND	If Requested
May 21-23, 2018	Wingate by Wyndam	Fargo, ND	May 22-23 , 2018
July 13, 2018	Board Office	Bismarck	If Requested
September 20, 2018	Board Office	Bismarck	If Requested
November 15, 2018	Board Office	Bismarck	If Requested

On vote by roll call to approve the 2018 meeting dates: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

Board members selected case studies and made final preparations for Tuesday and Wednesday's exams.

Executive Directory Hardy discussed the discontinuation of the Yellow Jugs Old Drugs program and requested the Board review the proposal he presented from Sharps "Medsafe" drug disposal as a replacement option. Dr. Hardy noted that the expense would be roughly about \$100 more per location. However this would still fit within the budget of the Board. After discussion, the Board Members expressed the desire to continue to provide a drug disposal method program and thought that this may be a better run operation and program moving forward.

It was moved by Pharmacist Schmidt and seconded by Pharmacist Irsfeld to approve the agreement to use the Medsafe program, once Executive Directory Hardy is satisfied with the services and terms of agreement with Sharps. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Technician Member Halvorson and seconded by Pharmacist Irsfeld to approve the Bank Reconciliations as presented and reviewed. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Pharmacist Irsfeld and seconded by Technician Member Halvorson to approve the paid invoices as presented and reviewed. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

Executive Director Hardy distributed a hand-out on the tracking of the 2017 ND Legislative Bills and gave a recap of the Legislative Session. He explained how the bills related to the Board of Pharmacy. The Board Members asked questions, commented on the legislative bills and the process of implementation.

Executive Director Hardy began a discussion on the focus and direction of the Inspection Compliance visitation cycle for 2017-2018. It was requested by the Board Members that Hospital Inspections focus include compounding, quality assurance and USP 800. Retail pharmacy focuses should include compounding, quality assurance, new consultation standards – including the mailing of prescriptions. Also the use of name tags and insuring proper staff identification is used in telephone conversations. The Board Members felt it was important that the Compliance officers utilize a "Warning Notice" when a clear violation of the laws and rules are identified during their compliance visitations, especially involving consultation violations.

Executive Director Hardy indicated that he would communicate the Board's wishes to the Compliance Officers and the Inspection Reports would be revised to their directives. The Inspection Reports will be printed and sent out in the month of July.

Executive Director Hardy reported on the transition of our email, as BTI is discontinuing this service, the Board of Pharmacy website and staff emails must obtain another option. It was directed that he obtain the domain name @ndboard.pharmacy for utilization by the staff's email and website going forward. This domain name will help further the National Association of Boards of Pharmacy [NABP] mission to promote safe websites for our citizens.

Executive Director Hardy distributed a proposal on the opportunity expand the Board Office space with the addition of the previous Fritz's Barber shop area, that just became available. This would allow for future expansion of the Board Conference Room, which seems to have gotten smaller with the ever increasing numbers in attendance at Board Meetings. Board Members expressed support and enthusiasm, especially with the additional parking spaces that would be included.

It was moved by Public Member Gronberg and seconded by Pharmacist Schmidt to authorize Executive Director Hardy to obtain the additional space in the Board of Pharmacy location for future expansion. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

At this time the Board recessed for lunch at Lucky 13 and returned at 1:00 PM to resume the meeting.

The Investigative Committee met to discuss complaints while the remaining Board Members reviewed the Candidate files.

The Board reviewed the financial reports and discussed the various expenditures with Executive Director Hardy.

It was moved by Pharmacist Schmidt and seconded by Public Member Gronberg to approve the financials as presented. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

Executive Director Hardy presented the proposed Budget for the 2017-2018 fiscal year and explained the details. It was noted that the costs of the PDMP software and increased costs of the drug disposal program previously discussed are included in the proposed budget presented.

It was moved by Pharmacist Ziegler and seconded by Pharmacist Irsfeld to approve the 2017-2018 Board fiscal year budget as presented. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

The Board members excused Executive Director Hardy to discuss his employment contract.

It was moved by Public Member Gronberg and seconded by Pharmacist Irsfeld to approve the 2017-2018 Employment Contract for Executive Director Mark Hardy. It was noted in the contract that the Board requested that Executive Director Hardy extend his services to the NDSU School of Pharmacy for participation in the instruction of the PharmD students. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Technician Member Halvorson and seconded by Pharmacist Irsfeld to approve the legal actions of Executive Director Hardy since the last motion was made. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Irsfeld – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Pharmacist Schmidt and seconded by Public Member Gronberg to nominate Pharmacist Steven Irsfeld as President for the July 1, 2017 to June 30, 2018 Board fiscal year. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – Pharmacist Irsfeld did not vote - the motion carried.

It was moved by Pharmacist Schmidt and seconded by Technician Member Halvorson to appoint Public Member Gronberg and Senior Member Dewhirst to serve as the Audit Committee for the Board of Pharmacy for the July 1, 2017 to June 30, 2018 Board fiscal year. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – Pharmacist Irsfeld did not vote - the motion carried.

It was moved by Public Member Gronberg and seconded by Pharmacist Ziegler to reappoint Pharmacist Rick Detwiller to represent the Board of Pharmacy on the PDMP Advisory Committee, pending his acceptance. On vote by roll call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Schmidt – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – Pharmacist Irsfeld did not vote - the motion carried.

Board Members finalized the examination assignments and met for dinner.

At 7:00 AM on Tuesday May 16th the Board addressed the 46 examination candidates in Room 27 of Sudro Hall at NDSU to begin the examination process which will proceed throughout the day.

On Wednesday May 17th the Board met at 8:00 AM to finalize the Oral Examination to be administered as scheduled.

After final tabulation of the ND Examinations, all candidates were successful in passing the exams.

Board Members discussed their individual experiences with the candidates and thoughts on the portfolios reviews. They noted that there had been issues by candidates of the PxDx software and eprofile documenting their work. Board Members also felt that the best work examples should be brought out as a tabulated item in their portfolios for each rotation. They requested Executive Director Hardy convey this information to the School of Pharmacy for future consideration.

President Wendel called for any further business, none forthcoming, the meeting adjourned at 2:30 PM.

President
Shane R. Wendel, PharmD.

Gary W. Dewhirst, RPh.
Senior Member

Member
Diane M. Halvorson, RPhTech.

Member
Gayle D. Ziegler, RPh.

Public Member
Fran Gronberg

Member
Steven P Irsfeld, RPh.

Member
Tanya L Schmidt, PharmD

Executive Director
Mark J. Hardy, PharmD