

President Halvorson called the meeting to order on Tuesday May 27th, 2014 at 5:00 PM.

Present were: Gary W. Dewhirst, R.Ph. - Diane M. Halvorson, R.Ph.Tech. – Fran Gronberg - Laurel Haroldson, R.Ph. – Shane Wendel, R.Ph. - Gayle D Ziegler, R.Ph. –Executive Director Mark J Hardy, PharmD. Also present was out-going Board Member Bonnie J Thom, R.Ph., who agreed to help with the exams and newly appointed Board Member Steven P. Irsfeld, R.Ph. and Chief Compliance Officer Howard C. Anderson Jr, R.Ph.

It was moved by Pharmacist Haroldson and seconded by Pharmacist Dewhirst to approve the Agenda as printed. All Board Members voted aye – the motion carried.

The Oath of Office was administered to newly appointed Board Member Steven P. Irsfeld, R.Ph. by President Halvorson.

It was moved by Pharmacist Wendel and seconded by Pharmacist Ziegler to seat Steven P. Irsfeld, R.Ph. on the North Dakota State Board of Pharmacy. All Board Members voted aye – the motion carried.

Pharmacist Irsfeld was congratulated and welcomed by all to the Board of Pharmacy.

Board Member signed original certificates for both Pharmacists and Pharmacy Technicians to be used at a future date, as the meeting progressed.

The Board Members made final preparations for the scheduled examinations. A video prepared by President Halvorson and Pharmacist Ziegler for use as a sterile products portion of the examinations was reviewed by the Board. Pharmacist Thom discussed the errors and omissions and Board Members discussed reinstating the video pictures of the errors and omissions problems, much like past board member Dr. Harvey Hanel had used several years ago.

Candidate files were reviewed, with 68 scheduled to take the examinations. Most intern portfolios have already been reviewed by Board Members with only a few left for late evening work. It was noted that this is a record amount of students taking the exam this year.

It was moved by Public Member Gronberg and seconded by Pharmacist Dewhirst to approve the minutes of the March 20, 2014 meeting as printed. All Board Members voted aye – the motion carried.

It was moved by Pharmacist Ziegler and seconded by Pharmacist Haroldson to approve the minutes of the April 17, 2014 meeting as printed. All Board Members voted aye – the motion carried.

It was moved by Pharmacist Wendel and seconded by Pharmacist Irsfeld to approve the minutes of the April 28, 2014 conference call meeting as printed. All Board Members voted aye – the motion carried.

President Halvorson appointed Pharmacist Irsfeld and Public Member Gronberg to review the paid invoices. President Halvorson informed new Board Member Irsfeld the appropriateness and at the encouragement of the auditors, that the Board Members be involved in reviewing the actual expenses paid by the Board Office and initialing each invoice as it is reviewed. Later a motion will be made to approve all the reviewed paid invoices.

The optional meeting dates presented by Executive Director Hardy for the 2015 year were reviewed.

It was moved by Pharmacist Haroldson and seconded by Pharmacist Irsfeld to approve the list of meeting dates as presented and follows - All Board Members voted aye – the motion carried.

***They are: January 5-6-7, 2015 March 19, 2015 May 26-29th, 2015
 July 16, 2015 September 17, 2015 November 19, 2015***

President Halvorson called for nominations for President of the Board of Pharmacy for the July 2014 to June 30, 2015 year.

It was moved by Public Member Gronberg and seconded by Pharmacist Dewhirst to nominate Technician Diane Halvorson as president for a second term as president. All Board Members voted aye – the motion carried.

Technician Halvorson was congratulated on the confidence the Board Members had in her service borne out by their re-election of her as president for the coming year. She requested a name badge with her designation as President – Executive Director Hardy indicated that he would arrange for it.

It was moved by Pharmacist Ziegler and seconded by Pharmacist Irsfeld to appoint Board Members Gary Dewhirst and Fran Gronberg to the Audit Committee. All Board Members voted aye – the motion carried.

It was moved by Public Member Gronberg and seconded by Pharmacist Wendel to ask past Board Member Rick Detwiller if he would be willing to continue serving as the Board Representative on the Prescription Drug Monitoring Program [PDMP] Advisory Board. All Board Members voted aye – the motion carried.

The Board instructed Executive Director Hardy to contact Pharmacist Rick Detwiller and make the request.

The Board met at Grazies restaurant for dinner at 6:30.

The Board Member met at 7:30 AM at NDSU College of Pharmacy to administer the examinations to the candidates. Eight laboratory sections were scheduled, as well as four Errors and Omission sections.

After the examinations were completed, the Board Members convened at the Wingate for a pizza dinner and prepared the score sheets for each candidate, including their portfolio review.

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On Thursday May 29th, 2014 the Board administered the Oral Examinations to the 68 candidates through 17 sections.

At the end of the day, only one candidate had been asked to re-do his portfolio, otherwise all candidates were successful in the examinations.

President Halvorson resumed the Board meeting Friday May 30th, 2014 conduct the business scheduled on the Agenda. All Board members were present except Pharmacist Irsfeld who was unable to attend for the day.

It was moved by Pharmacist Dewhirst and seconded by Pharmacist Haroldson to approve 24 hours of Continuing Education to Scott Frank, PharmD, RPh5199 - for attending the live presentation of “Bio-Identical Hormone Replacement Therapy Symposium” on March 13-16, 2014. All Board Members voted aye – the motion carried.

It was moved by Pharmacist Wendel and seconded by Public Member Gronberg to approve 6 hours Continuing Education to Becky M Berger, RPhTech, Tech1115 and other attendees of the symposium on Psychopharmacology to be held on June 9-10, 2014. The Certificate of completion should be provided to the Board Office. All Board Members voted aye – the motion carried.

The Board Members discussed the letter of approval that would be sent to a pharmacy technician and suggested that it contain a statement cautioning the technician that PTCB may not accept this continuing education credit towards the renewal of their PTCB certificate. Executive Director Hardy indicated this caution would be added to the letters.

At 9:00 AM Dustin Groff, RPhTech, Tech1158 arrived at the meeting, along with Agnes Harrington of the Pharm-Assist Committee to explain his Driving Under the Influence [DUI] conviction.

While in attendance, Agnes Harrington of the Pharm-Assist Committee gave an update on the cases she is working on.

It was moved by Public Member Gronberg and seconded by Pharmacist Wendel that no further actions be taken against Dustin Groff, RPhTech, Tech1158 relative to his DUI. All Board Members voted aye – the motion carried.

It was moved by Pharmacist Ziegler and seconded by Public Member Gronberg to approve the collaborative agreement and the variance for five pharmacists per physician for the Family Healthcare Pharmacy operated by NDSU and managed by Susan Wolf Nelson, RPh, Pharmacist-In-Charge. All Board Members voted aye – the motion carried.

It was moved by Public Member Gronberg and seconded by Pharmacist Dewhirst to approve the submitted remodeling plans for Lakota Drug located at 117 Main in Lakota, ND. Pharmacist Wendel disclosed that he has an ownership interest in Lakota Drug and would not vote on this motion. All remaining Board Members voted aye –with Pharmacist Wendel abstaining - the motion carried.

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It was moved by Pharmacist Dewhirst and seconded by Pharmacist Wendel to approve the request for re-instatement of Avadhesh Sharma, RPh4851, which had been cancelled for non-payment of renewal fees in 2011. All Board Members voted aye – the motion carried.

Chief Compliance Officer Howard C. Anderson Jr, R.Ph. and Compliance Officer Judith Swisher, R.Ph., who just arrived at the meeting, discussed with the Board the inspection standards for 2014.

It was moved by Pharmacist Ziegler and seconded by Pharmacist Haroldson to approve all the paid invoices, having been reviewed by Pharmacist Irsfeld and Public Member Gronberg. On a vote by Roll Call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Haroldson – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

It was moved by Pharmacist Haroldson and seconded by Public Member Gronberg to approve all actions of the Executive Director. All members present voted aye – the motion carried.

The financial information for the Board along with a budget for the 2014-2015 fiscal year were presented by Executive Director Hardy. It was noted that with the increase in the wholesaler license fees which was passed in the last legislative session, the budget presented does not show a financial loss, which has happened the last three fiscal years.

Included in the budget is the addition of a new position of Executive Assistant. Executive Director Hardy explained the need for the person since the retirement of Executive Director Anderson to handle licensing decisions and be able to answer common questions which arise at the office. Executive Director Hardy further discussed the possibility of this individual to be a Registered Technician to ensure a level of understanding of the pharmacy profession. Board members agreed on the addition to the budget and offered suggestions for duties of this individual.

It was moved by Pharmacist Dewhirst and seconded by Pharmacist Ziegler to approve the 2014-2015 fiscal year budget as presented. On a vote by Roll Call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician Halvorson – Aye Pharmacist Haroldson – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

Executive Director Hardy presented an employment agreement for the 2014-2015 fiscal year.

Motion was made by Pharmacist Wendel to remove the employer match of the retirement through the PERS system. Chief Compliance Officer Anderson noted that the Board has historically always contributed the employer match. Motion failed due to a lack of a second to the motion.

It was moved by Pharmacist Dewhirst and seconded by Public Member Gronberg to approve the employment agreement for Executive Director Hardy for the 2014-2015 fiscal year. On a vote by Roll Call: Pharmacist Dewhirst – Aye Public Member Gronberg – Aye Technician

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Halvorson – Aye Pharmacist Haroldson – Aye Pharmacist Wendel – Aye Pharmacist Ziegler – Aye Nays none – the motion carried.

The Board Members completed their vouchers and the meeting was adjourned.

Diane M. Halvorson, RPhTech.
President

Gary W. Dewhirst, R.Ph.
Senior Member

Member
Fran Gronberg

Member
Gayle D. Ziegler, R.Ph.

Member
Laurel A. Haroldson, R.Ph

Member
Shane R. Wendel, R.Ph.

Member
Steven P Irsfeld, R.Ph.

Executive Director
Mark J. Hardy, PharmD