



Louisiana Board of Pharmacy

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Minutes

The **Executive Committee** of the Louisiana Board of Pharmacy convened a regular meeting on **Tuesday, May 6, 2025** at the Louisiana Board of Pharmacy located at 3388 Brentwood Drive in Baton Rouge, Louisiana 70809. The meeting was held pursuant to public notice, each member received notice, and public notice was properly posted.

1. Call to Order

Mr. Marty R. McKay, President, called the meeting to order at 2:40 p.m.

2. Quorum Call

Members Present: Dr. J. Robert Cloud, Ms. Jacqueline L. Hall, Mr. Richard M. Indovina, Jr.,
Mr. Marty R. McKay, and Mr. Don L. Resweber.

Members Absent: None

Staff Present: Mr. Carlos M. Finalet III, Ms. Kelley Villeneuve, and Mr. M. Joseph Fontenot Jr.

Guests: Mr. Malcolm J. Broussard (Hygeia Solutions)

3. Call for Additional Agenda Items & Adoption of Agenda

Mr. McKay asked if there were any additional agenda items to be added; none were requested. Without objection, the members adopted the posted agenda dated May 1, 2025. There were no objections to Mr. McKay's request for authority to re-order the agenda should the President determine it appropriate to do so.

4. Consideration of Draft Minutes from Previous Meeting: February 18, 2025

Mr. McKay reminded the members they had received the draft minutes from the previous committee meeting held on February 18, 2025. With no objections, he waived the reading of the draft minutes. With no requests for amendments or corrections, and with no objection, Mr. McKay declared the minutes were approved as presented.

5. Opportunity for Public Comment

None offered

6. Annual Reviews

- A. Loss Prevention Manual – Consideration of Continuing Approval of Updated Manual
- B. Policy & Procedure Manual – Consideration of Continuing Approval of Updated Manual
- C. Roster of Board-Approved Colleges of Pharmacy - Consideration of Continuing Approval of Updated Roster
- D. Roster of Board-Approved Pharmacy Technician Training Programs – Consideration of Continuing Approval of Updated Roster
- E. Consideration of Continuing Approval of Credentialing Examinations

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6. Annual Reviews (continued)

- (1) Pharmacists
 - a. NAPLEX by National Association of Boards of Pharmacy (NABP)
 - b. MPJE by NABP
 - c. FPGEE by NABP
- (2) Pharmacy Technicians
 - a. PTCE by Pharmacy Technician Certification Board (PTCB)
 - b. ExCPT by National Healthcareer Association (NHA)
- F. Consideration of Proposed Resolutions for Professional Legal Services
 - (1) Prosecuting Attorney – Ms. Celia R. Cangelosi
 - (2) Advisor to Hearing Officer – Shows, Cali & Walsh, LLP
- G. Consideration of Annual Renewal of Contracts & Agreements
 - (1) Professional Legal Services – Ms. Celia R. Cangelosi
 - (2) Professional Legal Services – Shows, Cali & Walsh, LLP
 - (3) Professional Accounting Services – Champagne & Company, LLC
 - (4) Prescription Monitoring Program (PMP) – Bamboo Health, Inc.
 - (5) PMP Gateway – Bamboo Health, Inc.
 - (6) Licensing Information System – Tyler Technologies
 - (7) Occupational Licensing Review Program – Louisiana DOJ – Attorney General
 - (8) Website Hosting and Updates– Covalent Logic
 - (9) Debt Collection – Louisiana Department of Revenue, Office of Debt Recovery
 - (10) Newsletter Publication – NABP Foundation
 - (11) PMP Grant Funds – LDH-OPH-Bureau of Community Preparedness

After reviewing and discussing the annual approvals for manuals, rosters, credentialing examinations, resolutions, and contracts and agreements, the committee unanimously voted to recommend Board approval.

7. Review of Administrative Operations

A. Delegated Signature Authority for Contracts

Mr. McKay explained that, in accordance with La. R.S. 39:1595.1(B), the Division of Administration's Office of State Procurement requires the Board to maintain a record of delegated signature authority for its contracts.

The committee unanimously voted to recommend the following motion to the full Board:

Resolved, to authorize M. Joseph Fontenot, Jr., in his role as the Board's Executive Director to execute any contract or agreement on behalf of the Board when so authorized for the period July 1, 2025 through June 30, 2026.

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7. Review of Administrative Operations (continued)

B. Office Operations

Mr. Fontenot provided the members with a favorable report in regard to office operations.

8. Review of Exceptions Report

Board Policy permits the President to review and respond to requests for exceptions to laws, rules, and policies in the interim between meetings of the Board. Board Policy also permits the Executive Director, with concurrence of the Board President, to issue Special Work Permits and approve dual PIC privileges with notice to the Board at its next meeting. The committee reviewed the current "Exceptions Report", had no questions or comments, and the report will be presented to the full Board as required in policy.

9. Litigation Discussion

Birthmark Doula Collective, LLC, et al. v. State of Louisiana, Elizabeth Murrill, in her official capacity as Attorney General of the State of Louisiana, Louisiana Board of Pharmacy and Louisiana State Board of Medical Examiners.

Pursuant to the Open Meetings Law at R.S. 42:16, the Board may, upon 2/3 affirmative vote of those members present and voting, enter into executive session for the limited purposes of (2) *strategy sessions or negotiations with respect to litigation (RS 42:17.A.2)*.

Mr. Indovina made a motion to enter into executive session for the purpose of a strategy session with respect to the Birthmark Doula litigation. Mr. Resweber seconded the motion. No member discussion and no public comments were offered. An affirmative vote was unanimous, with the following members voting in favor of entering into executive session: Dr. Cloud, Ms. Hall, Mr. Indovina, Mr. McKay, and Mr. Resweber. The members then entered executive session at 3:13 p.m. After exiting executive session at 4:11 p.m., the open meeting resumed.

10. New Agenda Items Added During Meeting – No new agenda items added.

11. Adjourn - Having completed the tasks itemized on the posted agenda, with no further business pending before the committee and without objection, Mr. McKay adjourned the meeting at 4:13 p.m.

Minutes prepared by Joe Fontenot, Executive Director, and then approved as presented during the subsequent meeting of the committee on August 19, 2025.