



Louisiana Board of Pharmacy

3388 Brentwood Drive
Baton Rouge, Louisiana 70809-1700



MINUTES

The **Executive Committee** of the Louisiana Board of Pharmacy convened a regular meeting on **Tuesday, November 18, 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.

CALL TO ORDER

Mr. Marty R. McKay, President, called the meeting to order at 3:30 p.m.

QUORUM CALL

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

Committee Members Absent: None.

Staff Present: Mr. Carlos M. Finalet, III, General Counsel and Mr. M. Joseph Fontenot Jr., Executive Director.

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

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 November 6, 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.

CONSIDERATION OF DRAFT MINUTES FROM PREVIOUS MEETING: AUGUST 19, 2025

Mr. McKay reminded the members they had received the draft minutes from the previous committee meeting held on August 19, 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.

OPPORTUNITY FOR PUBLIC COMMENT

None offered.

POLICY AND PROCEDURE MANUAL – PROPOSED REVISION PPM.II.B.3.h – TELEWORK (Draft #1)

After reviewing the proposed revision, the committee decided unanimously to offer a recommendation to the Board to approve the proposed draft.

EXECUTIVE DIRECTOR'S REPORT

Review of Administrative Operations

Mr. Fontenot provided the members with a favorable report regarding office operations.

Update – Sale of Towne Center Business Park Lot 5-A in Baton Rouge, LA 70809

Mr. Fontenot, Mr. Finalet, and Mr. McKay provided an update regarding the sale of the Board's property located in Towne Center Business Park. A state mandated appraisal was performed on October 30, 2025. The appraised market value on that date was \$975,000. On November 4, 2025, on behalf of the

Board, Mr. McKay entered into an agreement to sell the property at the appraised value.

Board Office Building Maintenance and Renovations

Mr. Fontenot presented several necessary building maintenance projects and minor renovations for the board office, including but not limited to HVAC replacement, exterior door replacement, electrical upgrades, interior and exterior painting, and stucco repairs.

The committee decided unanimously to offer a recommendation to the Board to approve the proposed maintenance and renovations project in an amount not to exceed \$250,000 for Fiscal Year 2025-2026.

Licensing Information System – Proposed Upgrade

Mr. Fontenot reported that staff continues to research possible upgrades to the current licensing information system. The Board's current vendor demonstrated a new platform, and several other companies have also provided demonstrations.

REVIEW OF EXCEPTIONS REPORT

In accordance with Board policy, the Board President is authorized to review and respond to requests for exceptions to laws, rules, and policies between Board meetings. The policy also authorizes the Executive Director, with the concurrence of the Board President, to issue Special Work Permits and approve dual PIC privileges, with notice provided 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.

NEW AGENDA ITEMS ADDED DURING MEETING

No new agenda items were added.

ADJOURN

Having completed the tasks listed on the posted agenda, with no further business pending before the committee and without objection, Mr. McKay adjourned the meeting at 3:58 p.m.

Minutes approved by the Committee at subsequent meeting held on February 24, 2026.