

**Maryland Board of Pharmacy
Public Board Meeting**

**Agenda
May 15, 2019**

Name	Title	Present	Absent	
Ashby, D.	Commissioner	✓		
Bouyoukas, E	Commissioner	✓		
Evans, K.	Commissioner	✓		
Garmer, G.	Commissioner	✓		
Hardesty, J.	Commissioner/Treasurer	✓		
Laws Jr, A.	Commissioner	✓		
Leikach, N.	Commissioner	✓		
Morgan, K.	Commissioner/President	✓		
Oliver, B	Commissioner	regrets		
Rusinko, K.	Commissioner	✓		
Toney, R.	Commissioner/Secretary	✓		
Yankellow, E.	Commissioner	regrets		
Bethman, L.	Board Counsel	✓		
Felter, B.	Staff Attorney	✓		
Speights-Napata, D.	Executive Director	✓		
Fields, E.	Deputy Director /Operations	✓		
Goldberg, D.	Pharmacist Investigator Supervisor	✓		
Clark, B.	Legislative liaison	✓		
Chew, C.	Management Associate	regrets		

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
I. Executive Committee Report(s)	A.) K. Morgan, Board President	<p><i>Members of the Board with a conflict of interest relating to any item on the agenda are advised to notify the Board at this time or when the issue is addressed in the agenda.</i></p> <ol style="list-style-type: none"> 1. Call to Order 9:32 AM 2. Sign-in Introduction and of meeting attendees – <i>(Please indicate on sign-in sheet if you are requesting CE Units for attendance)</i> 		
	B.) R. Toney, Secretary	<ol style="list-style-type: none"> 3. Distribution of Agenda and packet materials 4. Review and approve April 2019 Public Meeting Minutes 	<p>Motion by D. Ashby to approve the April 2019 Public Meeting minutes; 2nd by E. Bouyoukas</p>	<p>4. The Board voted to approve this motion</p>
II. A. Executive Director Report	D. Speights-Napata, Executive Director	<ol style="list-style-type: none"> 1. Operations Updates <ol style="list-style-type: none"> a) Staffing Update b) Board office Closed: May 27th/Memorial Day c) Legislative Committee Process Update 2. Meetings Update <ol style="list-style-type: none"> d) NABP Annual Meeting 	<p>a. Introduction of new compliance director, Trina Leak. Board members E. Yankellow, D. Ashby, and E. Bouyoukas were all re-appointed.</p> <p>c. A motion was made to revise the legislative committee process. Motion D. Ashby to approve; 2nd K. Evans.</p> <p>2. d) Item writing exercise update provided by D. Ashby</p>	<p>c. The Board voted to approve this motion</p>

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B. Operations	E. Fields, Deputy Director/ Operations	<ol style="list-style-type: none"> 1. Procurement and Budget Updates <ol style="list-style-type: none"> a: April 2019 Financial Statements 2. Management Information Systems (MIS) Unit Updates <ol style="list-style-type: none"> a: Systems Automation Enhanced Services 	1. Deputy Director Fields provided an update on the financial statements through the month of April. The Board is on track to have a surplus.																																									
C. Licensing	S. Bouyoukas, Commissioner	<ol style="list-style-type: none"> 1. Unit Updates 2. Monthly Statistics <table border="1" data-bbox="724 630 1281 1336"> <thead> <tr> <th>License Type</th> <th>New</th> <th>Renewed</th> <th>Reinstated</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Distributor</td> <td>7</td> <td>261</td> <td>0</td> <td>1,338</td> </tr> <tr> <td>Pharmacy</td> <td>20</td> <td>0</td> <td>0</td> <td>2,057</td> </tr> <tr> <td>Pharmacist</td> <td>49</td> <td>487</td> <td>0</td> <td>12,093</td> </tr> <tr> <td>Vaccination</td> <td>21</td> <td>68</td> <td>0</td> <td>4,702</td> </tr> <tr> <td>Pharmacy Intern - Graduate</td> <td>1</td> <td>0</td> <td>0</td> <td>46</td> </tr> <tr> <td>Pharmacy Intern - Student</td> <td>23</td> <td>17</td> <td>0</td> <td>843</td> </tr> <tr> <td>Pharmacy Technician</td> <td>108</td> <td>248</td> <td>2</td> <td>9,856</td> </tr> </tbody> </table>	License Type	New	Renewed	Reinstated	Total	Distributor	7	261	0	1,338	Pharmacy	20	0	0	2,057	Pharmacist	49	487	0	12,093	Vaccination	21	68	0	4,702	Pharmacy Intern - Graduate	1	0	0	46	Pharmacy Intern - Student	23	17	0	843	Pharmacy Technician	108	248	2	9,856	Report provided.	
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		<table border="1"> <tr> <td data-bbox="709 253 848 363">Pharmacy Technician-Student</td> <td data-bbox="848 253 919 363">0</td> <td data-bbox="919 253 1039 363">0</td> <td data-bbox="1039 253 1171 363">0</td> <td data-bbox="1171 253 1268 363">42</td> </tr> <tr> <td data-bbox="709 363 848 444">TOTAL</td> <td data-bbox="848 363 919 444">230</td> <td data-bbox="919 363 1039 444">1,081</td> <td data-bbox="1039 363 1171 444">2</td> <td data-bbox="1171 363 1268 444">31,059</td> </tr> </table>	Pharmacy Technician-Student	0	0	0	42	TOTAL	230	1,081	2	31,059		
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D. Compliance	D. Goldberg, Pharmacist Investigator Supervisor	<p>1. Unit Updates</p> <p>2. Monthly Statistics</p> <p>Complaints & Investigations:</p> <p>New Complaints - 34</p> <ul style="list-style-type: none"> • Customer Service - 3 • Employee Pilferage - 1 • Disciplinary Action in another Jurisdiction- 10 • Sexual Harassment - 1 • Expired/Invalid CPR - 3 • Consent Order - 1 • Licensing issues -1 • Inspection issues - 4 • Unlicensed Personnel - 2 • Refusal to Fill - 1 • Unprofessional Conduct - 2 • Criminal Charges - 1 • Dispensing/Medication Error - 3 • Closed without notifying the Board - 1 <p>Resolved (Including Carryover) – 59 Actions within Goal – 44/59 Final disciplinary actions taken – 19 Summary Actions Taken – 2 Average days to complete - 87</p> <p>Inspections:</p>	Report provided.											

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		Total - 188 Annual Inspections - 164 Opening Inspections - 8 Closing Inspections - 7 Relocation/Change of Ownership Inspections - 2 Board Special Investigation Inspections – 7		
E. Legislation & Regulations	B. Clark, Legislative Liaison	<u>Regulations</u> 1. COMAR 10.34.05.05 Security Responsibilities 2. COMAR 10.34.30 Applications 3. COMAR 10.34.09 Fees 4. COMAR 10.19.03.08C <u>Legislation</u> <u>Age change for vaccination</u>	A motion was made to prioritize a technician seat on the Board as a legislative priority. Motion to approve: A. Laws, Jr. Second by K. Morgan.	The Board voted to approve this motion.
III. Committee Reports A. Practice Committee	Evans, K. Commissioner	<p>Mary H. Miller: The MD BOP regulations state that “at least 15 days before prescribing contraceptives, a pharmacist shall submit to the Board a notification form, which includes an attestation of completion of a Board-approved training program.” Do you have an example of this notification form? We will beginning our program with 10 stores in the state and would like to have all the required pieces in place before the pharmacists begin their training.</p> <p>Proposed response: The Board is currently in the process of developing and approving a notification form. Until the form has been approved, the Board is accepting the electronic certificate of completion that</p>	Motion by committee to approve draft response, 2nd from D. Ashby	The Board voted to approve this motion

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>trainees receive as proof of completion of a Board approved training program.</p> <p>John Jurchak: My name is John Jurchak. My wife and I are retired teachers and we depend on our pharmacy for needed prescriptions. It has come to our attention that our Pharmacists do not have breaks from their work during their shifts of filling prescriptions. This greatly concerns us. Our pharmacy is a very busy venue with staff constantly working to fill their client's prescriptive needs. Our pharmacists have a huge responsibility to get every prescription exactly correct. We don't understand how these people can work accurately without regular work breaks from their exacting work. It was coincidence that shortly before we found this out, we were visiting our son in North Carolina. He picked up a prescription there and noticed that the dosage on a very strong medication was filled out at twice the amount that the doctor prescribed! We don't want this to happen to us.</p> <p>Please explain to us why pharmacists in Maryland are not mandated to take regular breaks in their vital work of filling our much needed medications.</p> <p>Revised response: The Board understands your concerns and has referred this issue to committee to examine possible solutions. In general, it is the professional responsibility of individual pharmacists to ensure that they are practicing in a safe manner. (COMAR 10.34.10.01B) Additionally, HG 12-403(c)(7) requires permit holders to support their professional staff and not interfere with their professional judgment.</p>	<p>Add additional language that says we're sending back to committee for further review. Send back to practice committee for further review of states. Item for further review, if MPHA wants to submit recommendation or guideline</p>	<p>The Board voted to approve this motion.</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>'pharmacy counter' for the residents to take their medications physically to- and it looks like the 10.34.33.05 'drop-off location' regulations are only for donated medications- not for disposal purposes.</p> <p>Is there a way to accommodate this situation? Can (non-CDS) medications be collected on the CCRC campus by a health care provider in lieu of a pharmacy counter, then sent via pharmacy delivery driver to the pharmacy for ultimate disposal?</p>		
		<p>Revised Response: If the pharmacy wishes to dispose of only non-controlled substances, then the pharmacy may register as a prescription drug repository pursuant to COMAR 10.34.33.07, and the CCRC may deliver the returned drugs for disposal to the pharmacy. In this case, a pharmacist must accept the return—as this is a non-delegable act—to ensure that there are no controlled substances in the return, and then place the returned drugs in a secured, one-way container in the pharmacy. If the pharmacy plans to dispose of controlled substances, then the pharmacy may order mail-in bags that comply with the DEA's drug disposal guidelines and register with the State of Maryland as a prescription drug repository, pursuant to COMAR 10.34.33.06.</p> <p>Neil Leikach: Will the board change their standing on CBD products made from hemp since Congress passed the farm bill in December 2018?</p> <p>Proposed response: Because industrial hemp is not covered by the Maryland Pharmacy Act, the Board of Pharmacy does not have a position on this issue. For further information on the legal status of CBD products derived from industrial hemp in Maryland, please reach</p>	<p>Motion by Committee to table, pending improved language from staff. 2nd from A. Laws.</p> <p>Neil Leikach is recused.</p> <p>Motion by Committee to approve response. 2nd from D. Ashby.</p>	<p>The Board voted to approve this motion</p> <p>The Board voted to approve this motion</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>out to the Office of Controlled Substances Administration (OCSA) at 410-767-6500 or 1-877-463-3464.</p> <p>Lauren Linkenauger: I am reaching out for clarification on how to handle device expiration specifically for Medicare Part B patients receiving Glucose Monitors. Based on MD BOP regulation we would label with an expiration date of one year (most common scenario). The concern is Medicare Part B only covers one meter every 5 years. If we label one year and the patient discards then the device is not re-billable to MPB for a replacement.</p> <p>Revised Response: Because blood glucose monitors are not considered prescription devices, the expiration labeling requirements do not apply.</p> <p>Stacey Evans: My understanding is that CBD oil from hemp with less than .3 THC has not been a controlled substance in Maryland since hemp was legalized in Maryland and determined not to be a controlled substance several years ago.</p> <p>Maryland law provides that any part of the plant Cannabis sativa L. (which is what hemp is made from) with a less than .3 THC is not a controlled substance in Maryland. MD. Code. Criminal Law 5-101 (r)(2)(vi). See below.</p> <p>Is that the Maryland Board of Pharmacy's understanding? See below.</p> <ul style="list-style-type: none"> (i) All parts of any plant of the genus Cannabis, whether or not the plant is growing; (ii) The seeds of the plant; 	<p>Kevin does NOT repeat motion. Someone mentions language but motion is passed like normal</p> <p>Motion by committee to approve, 2nd from D. Ashby</p>	<p>The Board voted to approve this motion</p>

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		<ul style="list-style-type: none"> (iii) The resin extracted from the plant; and (iv) Each compound, manufactured product, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin. <p>(2) " Marijuana" does not include:</p> <ul style="list-style-type: none"> (i) The mature stalks of the plant; (ii) Fiber produced from the mature stalks; (iii) Oil or cake made from the seeds of the plant; 		
		<ul style="list-style-type: none"> (iv) Except for resin, any other compound, manufactured product, salt, derivative, mixture, or preparation of the mature stalks, fiber, oil, or cake; (v) The sterilized seed of the plant that is incapable of germination; or (vi) The plant Cannabis sativa L. and any part of such plant, whether growing or not, with a delta-9-tetrahydrocannabinol concentration that does not exceed 0.3% on a dry weight basis. <p>Md Code, Criminal Law 5-101 (r)(2)(vi).</p> <p>Legislative history also states that hemp products with less than .3 were not intended to be controlled substances in Maryland. See p. 3 and 4 of file:///home/chronos/u-804f5d2a0c46fd59b7d719cd09f9067a937dc716/Downloads/hb0698fiscalpolicy%20(1).pdf</p> <p>Proposed response: Because industrial hemp is not covered by the Maryland Pharmacy Act, the Board of Pharmacy does not have a position on this issue. For further information on the legal status of CBD products</p>	<p>Motion by committee to approve, 2nd from D. Ashby.</p>	<p>The Board voted to approve this motion</p>

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		<p>derived from industrial hemp in Maryland, please reach out to the Office of Controlled Substances Administration (OCSA) at 410-767-6500 or 1-877-463-3464.</p> <p>Griffin Sauvageau: I'm a pharmacy student at the University of Maryland School of Pharmacy and I'm involved in the National Community Pharmacists business plan competition this year. We are designing a company that delivers prescriptions to an automated locker system at people's place of work.</p> <p>Our lockers are designed to have QR code activating doors, screens for consultation as well as temperature controlled storage for refrigerated prescriptions.</p> <p>If you could comment on the potential legality of this pharmacy design we would greatly appreciate it.</p> <p>Proposed response: This method of prescription delivery is not permissible in Maryland, as the facility that you have described would be considered a depot under Maryland regulations. COMAR 10.34.25.02B(2)(a) defines a depot as "a location where filled prescriptions are stored before delivery to the intended patient or the intended patient's authorized agent." Under COMAR 10.34.25.04, a pharmacy may not knowingly deliver medication to a depot nor establish or cooperate in the establishment</p> <p>Adam McIntosh: I am preparing to become licensed in Maryland via reciprocity. I have been preparing for the MPJE and I have a question of sorts. I was hoping you might provide me an answer.</p> <p>I understand that a patient has 120 days from the written date to present to a pharmacy for the pharmacy to fill that prescription. I interpret that to mean if a</p>	<p>Motion by committee to approve, 2nd from D. Ashby</p>	<p>The Board voted to approve this motion</p>

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		<p>patient has a prescription dated 11/20/2018 presented to me today, 04/01/2019 I would not fill that prescription. However, what if the same prescription dated 11/20/2018 was presented to me in January 2019 and it was placed on hold at that time and never filled. If the patient calls and requests the prescription to be filled, could it be filled on 04/01/2019?</p> <p>Without consulting the Board of Pharmacy, my instinct would be to “play it safe” and NOT fill the prescription. Rather I would call the prescriber for a new prescription. I hope this scenario makes sense. I also hope my instincts are correct, as I have a tendency to overthink things like this.</p> <p>Proposed response: The 120 day time limit begins to run on the date of the prescription. Therefore, if a prescription is dated 11/20/2018, as in your example, then the 120 day period begins running on 11/20/2018, regardless of whether the patient retains control of the prescription or if it is held at the pharmacy. Once 120 days have passed since the date of the prescription, the patient will need to visit their provider and obtain a new prescription in order for the prescription to be filled.</p> <p>Jacob A Smith: We are reaching out to seek guidance from the Board of Pharmacy regarding a request from the Baltimore City Fire Department to install automated medication dispensing technologies in our hospital’s emergency department. The full text of the original request is in the email attached to this message. Essentially, the BCFD would like to install an automated dispensing system for restocking “units” (ambulances) in our ED. They’ve asked for a secure indoor location away from patients’ area. The BCFD would be responsible for monitoring, maintaining, and restocking the unit. Does the Board have and guidance</p>	<p>Motion by committee to approve, 2nd from R. Toney</p> <p>D. Ashby and K. Rusinko Recused.</p>	<p>The Board voted to approve this motion</p>

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		<p>or concerns with this request? We (JHH) would still need to think through logistics of how/where to implement such a machine, but before we got too deep into that discussion we wanted to reach out to the BoP first.</p> <p>Proposed notice: If the machine that is contemplated is not related to the hospital pharmacy and the hospital has no oversight over the machine, then the Board of Pharmacy does not have jurisdiction. Please reach out to the Maryland Office of Healthcare Quality (OHQC) at 410-402-8015 or the Maryland Institute for Emergency Medical Services (MIEMSS) at 1-800-762-7157 for more information.</p>	<p>Motion by committee to approve, Approved 2nd from R. Toney</p>	<p>The Board voted to approve this motion</p>
<p>B. Licensing Committee</p>	<p>D. Ashby, Chair</p>	<p>1. Review of Pharmacist Applications:</p> <p>a. #116746- The applicant is requesting that the Board grant her an extension of the MDBOP application, which is due to expire on April 27, 2019. She had to travel to Africa (Cameroon) for some family issues concerning her father. <u><i>Committee's Recommendation:</i></u> <u><i>Approve</i></u></p> <p>b. #19030- The licensee is requesting that the Board waive the requirement of the MPJE exam.</p> <p>His license has been expired over two years, but less than five years. He has been out of work</p>	<p>Motion by committee to approve, 2nd from R. Toney.</p>	<p>The Board voted to approve this motion</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>since April of last year. He has been battling medical issues.</p> <p>He was sent an email on 4/22/2019, requesting medical documents/notes from his doctor's office. He was advised to submit a detailed letter, documentation, and doctor's notes. (Any important information). He only sent in a detailed letter addressing the Board. The Licensing Unit sent an email and is still awaiting a response. All of his phone numbers in MLO are not in working order. (He has not submitted a reinstatement application)</p>		
		<p><u>Committee's Recommendation: Must take and pass MPJE, include the two year timeline in letter.</u></p> <p>c. #116813- The applicant MDBOP application is due to expire on May 1, 2019. He is requesting that the Board extended his MDBOP application beyond May 1, 2019, to allow him time to retake the MPOJE exam. He has been diagnosed with Major Depressive Disorder secondary to Multiple Sclerosis, both which have affected my cognitive</p>	<p>Motion by committee to approve, 2nd from R. Toney.</p>	<p>The Board voted to approve this motion</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>registration in 03/2019 which will expire in 03/2020. She indicated she was un-ware that a licensee is unable to hold two different types of license Maryland.</p> <p>Ms. NA is required to complete 1560 hours of internship in order to sit for the NAPLEX and MPJE exam. She is now ready to start the process to complete the hours. Ms. NA is requesting to renew her Intern registration for another term</p>		
		<p><u>Committee's Recommendation: Deactivate Technician registration, reactivate Intern registration.</u></p> <p>Ms. JR's license expired while she was living in Virginia. She has worked full time at Williamsburg Drug Company. She was told she would be able to renew before 4/30/2019 without having to take the MPJE. On 5/6/2019 she received an email asking her to take the MPJE. Ms. Reid is requesting that the Board</p> <p><u>Committee's Recommendation: Waive MPJE requirement</u></p>	<p>Motion to approve, 2nd from K. Evans.</p> <p>Addendum that was voted on via email. 2nd from E. Bouyoukas.</p>	<p>The Board voted to approve this motion</p> <p>The Board voted to approve this motion</p>

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>3. Review of Pharmacy Technician Applications:</p> <p>4. Review of Distributor Applications:</p> <p>5. Review of Pharmacy Applications:</p> <p>6. Review of Pharmacy Technicians Training Programs:</p> <p>7. New Business:</p>		
C. Public Relations Committee	R. Toney Co-Chair	Public Relations Committee Update: Report provided. Date for the CE breakfast and staff appreciation event shared with commissioners, staff and public. Newsletter distribution is pending.		
D. Disciplinary	J. Hardesty, Chair	Disciplinary Committee Update	No updates	
E. Emergency Preparedness Task Force	N. Leikach, Chair	Emergency Preparedness Task Force Update	No updates	
IV. Other Business & FYI	K. Morgan, President		Announcements: MPHA convention is June 21st to 24th	
V. Adjournment	K. Morgan, President	<p>A. The Public Meeting was adjourned at 11:07.</p> <p>B. K. Morgan convened a Closed Public Session to conduct a medical review committee evaluation of confidential applications.</p>	Motion by D. Ashby, 2nd by K. Evans	

Subject	Responsible Party	Discussion	Action Due Date (Assigned To)	
		<p>C. The Closed Public Session was adjourned. Immediately thereafter, K. Morgan convened an Administrative Session for purposes of discussing confidential disciplinary cases.</p> <p>D. With the exception of cases requiring recusals, the Board members present at the Public Meeting continued to participate in the Closed Public Session and the Administrative Session.</p>		

John Jurchak

Original proposed response: In general, it is the professional responsibility of individual pharmacists to ensure that they are practicing in a safe manner. (CITE COMAR) Additionally, HG 12-403(c)(7) requires permit holders to support their professional staff and not interfere with their professional judgment.

Response as revised: The Board understands your concerns and has referred this issue to committee to examine possible solutions. In general, it is the professional responsibility of individual pharmacists to ensure that they are practicing in a safe manner. (COMAR 10.34.10.01B) Additionally, HG 12-403(c)(7) requires permit holders to support their professional staff and not interfere with their professional judgment.

Jennifer Hardesty

Original Response: 1) Register with the DEA for mail-in bags and 2) register as a repository with the state.

Revised Response: If the pharmacy wishes to dispose of only non-controlled substances, then the pharmacy may register as a prescription drug repository pursuant to COMAR 10.34.33.07, and the CCRC may deliver the returned drugs for disposal to the pharmacy. In this case, a pharmacist must accept the return—as this is a non-delegable act—to ensure that there are no controlled substances in the return, and then place the returned drugs in a secured, one-way container in the pharmacy. If the pharmacy plans to dispose of controlled substances, then the pharmacy may order mail-in bags that comply with the DEA’s drug disposal guidelines and register with the State of Maryland as a prescription drug repository, pursuant to COMAR 10.34.33.06.

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Lauren Linkenaugher

Proposed Response: Not listed on agenda.

Revised Response: Because blood glucose monitors are not considered prescription devices, the expiration labeling requirements do not apply.

Griffin Sauvageau

Original Response: This method of prescription delivery is not permissible in Maryland, as the facility that you have described would be considered a depot under Maryland regulations. COMAR 10.34.25.02B(2)(a) defines a depot as “a location where filled prescriptions are stored before delivery to the intended patient or the intended patient’s authorized agent.” Under COMAR

Revised Response: This method of prescription delivery is not permissible in Maryland, as the facility that you have described would be considered a depot under Maryland regulations. COMAR 10.34.25.02B(2)(a) defines a depot as “a location where filled prescriptions are stored before delivery to the intended patient or the intended patient’s authorized agent.” Under COMAR 10.34.25.04, a pharmacy “may not knowingly deliver prescription medications to a depot, or establish or cooperate in the establishment of a depot.”

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. Complete items 1 – 4:

1. Recorded vote to close the meeting: Date: 5/15/19; Time: 11:08; Location: 4201 Patterson Ave.
Motion to close meeting made by: D. Ashby Seconded by Karla Evans;
Members in favor: unanimous; Opposed: none;
Abstaining: none; Absent: E. Yankellow
2. Statutory authority to close session (check all provisions that apply):

This meeting will be closed under General Provisions Art. § 3-305(b) only:

(1) ___ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) ___ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) ___ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) ___ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) ___ "To consider the investment of public funds"; (6) ___ "To consider the marketing of public securities"; (7) ___ "To consult with counsel to obtain legal advice"; (8) ___ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) ___ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) ___ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12) ___ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) ___ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process."

Continued →

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) () 11	MPJE Item Prep	To discuss process and content for MPJE item writing.
§3-305(b) () 13	applications for licensure	engage in medical review committee deliberations regarding confidential matters in applications
§3-305(b) ()		
§3-305(b) ()		
§3-305(b) ()		

4. This statement is made by Kevin Morgan, Presiding Officer.

WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING

Time of closed session: 11:08 am Place: 4201 Patterson Ave Baltimore
 Purpose(s): engage in medical review committee deliberations and MPJE item review
 Members who voted to meet in closed session: all members present in open session
 Persons attending closed session: same
 Authority under § 3-305 for the closed session: §3-305 (b) (11) + (13)
 Topics actually discussed: MPJE exam items and applications for licensure
 Actions taken: process applications accordingly & engage in MPJE item review process Each recorded vote: unanimous

For a meeting recessed to perform an administrative function (§ 3-104): Time: 12:27 pm
 Place: 4201 Patterson Ave Persons present: same as open Subject matter discussed: investigation of complaints