California State Board of Pharmacy
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STATE AND CONSUMER SERVICES AGENCY
DEPARTMENT OF CONSUMER AFFAIRS
GRAY DAVIS, GOVERNOR

STATE BOARD OF PHARMACY
DEPARTMENT OF CONSUMER AFFAIRS
PUBLIC BOARD MEETING

MINUTES

DATE: **March 24, 1999**

TIME: **8:15 a.m. – 4:00 p.m.**

PLACE: **Vizcaya**
2019 Twenty-First Street (Venetian Room)
Sacramento, CA 95818

DATE: **March 25, 1999**

TIME: **9:00 a.m. – 3:30 p.m.**

PLACE: **The Sterling Hotel**
1300 H Street (West Ballroom)
Sacramento, CA 95814

BOARD MEMBERS PRESENT:
Tom Nelson, President
Sandra Bauer, Vice President (Absent 3/25/99)
Darlene Fujimoto
Marilyn Shreve
Richard Mazzoni
Robert Elsner
John Jones
Steven Litsey
Holly Strom

STAFF PRESENT:
Patricia Harris, Executive Officer
Virginia Herold, Assistant Executive Officer
Ruta Arellano, Associate Analyst
Bob Ratcliff, Supervising Inspector
Gilbert Castillo, Supervising Inspector
Barbara Shelton, Secretary
Sherri Stock, Secretary
Chris Grossgart, Department Legal Counsel
William Marcus, Deputy Attorney General

CALL TO ORDER

President Nelson called the meeting to order at 8:15 a.m. on March 24, 1999.

INTRODUCTIONS/ANNOUNCEMENTS/ACKNOWLEDGEMENTS

President Nelson announced that Governor Davis appointed Kathleen Hamilton as director of the Department of Consumer Affairs. A copy of Ms. Hamilton's biography was distributed.

Mr. Nelson introduced Sherri Stock, the new administrative assistant for the Board. Mr. Nelson thanked Barbara Shelton for all of her past support.

Mr. Nelson announced that Inspector Judi Nurse is certified as a Drug Recognition Expert. She is the first female, non-peace officer to complete the certification nationally. Mr. Nelson also presented Inspector Nurse with a Certificate of Appreciation from Errol Chavez, Special Agent in Charge, DEA, San Diego Field Office. He read into the board's record Mr. Chavez's nomination letter:

> The San Diego Field Division, Diversion Control Program, respectfully requests that a Certificate of Appreciation be issued to California Board of Pharmacy Inspector Judith Nurse for her outstanding contributions to drug law enforcement. She is an innovative leader and an indispensable partner to the Diversion Control Program. Inspector Nurse warrants this commendation for the following reasons:
>
> Inspector Nurse is integral to our success in suppressing international chemical and pharmaceutical diversion along the southwest border. The results impact the health interests of individuals in San Diego County and throughout the United States.
>
> As an innovative leader, Inspector Nurse was central to identifying high level Mexican violators by tracking domestic distributions to unusual sites that include mini lockers, mail receiving sites, and other storefront operations. Her tracking skills have also helped to locate counterfeiters of U.S. brand pharmaceuticals in Tijuana, Mexico.
>
> Inspector Nurse has clarified the nature and significance of the growing personal import trend. She has painstakingly reviewed and categorized cases of seized and abandoned pharmaceuticals at U.S. Customs. She also defined the demographics by surveying pedestrian importers at the San Ysidro Port of Entry. The results have identified a U.S. manufactured drug of abuse as the number one import from Tijuana. Her contributions will help educate the public about the health risks and the regulatory abuse surrounding Tijuana imports.
>
> Inspector Nurse has made herself a catalyst for solving this problem. She is a central figure to a highly successful binational ad hoc task force that targets border

pharmaceutical diversion. Her initial contributions led to the closure of 18 pharmacies in Tijuana, Mexico, which diverted to millions of pain killers and barbiturates to Americans.

Inspector Nurse has ignited a border-wide response by training front line Customs Inspectors and earning their support. She continues to lead U.S. Customs, FDA, and DEA to locate and seize unlawful exports, like Butalbital, before these substances are ultimately diverted. She has effectively shut down many sources and diverters by placing the U.S. and Mexican industry on notice.

Inspector Nurse is highly regarded and her work is highly influential. Her initiatives have rippled through law enforcement and the legislature. She sensibly identified Mexican import permits as a means to verify and suppress diversion that includes Pseudoephedrine. Thanks in part to Inspector Nurse, permit verifications are now a protocol nationwide and have become key evidence in Federal prosecutions. State and local legislators also seek out Inspector Nurse for input to improve import control.

Inspector Nurse is tenacious. She relentlessly pursues targets and the border problem. She is a principal advocate for the Diversion Control program. She is also a conduit that unifies U.S. and Mexican drug enforcement over this growing problem. Her contributions to drug law enforcement are truly outstanding and merit this Certificate of Appreciation.

COMMITTEE REPORTS AND ACTION

Public Education and Communication Committee

Chairperson Shreve reported that she and Ms. Bauer attended the American Pharmacist Association (APhA) annual meeting in San Antonio at the beginning of March. Ms. Shreve showed a Good Morning America video clip on pharmacists' expanded role in managing the health care of patients.

Ms. Shreve also reported that a consumer column on asthma has been developed and will be distributed to California and national newspapers.

She added that Department of Consumer Affairs has completed its review of the anti-coagulation Health Notes and it is now with the graphic designer for layout.

Ms. Shreve reported that the "Statewide Diabetes Screening Day" was held January 23, 1999. The event was organized by pharmacy students at the University of California, San Francisco, University of the Pacific, University of Southern California, and Western University. She stated that the program was very successful and gave good media attention to diabetes. A video clip of the media coverage was shown. Pharmacy student Scott Ayers is trying to get a grant to have nationwide diabetes screening day next year.

Ms. Shreve suggested that the board co-sponsor a research study questionnaire on tobacco that is being sent out by Stanford Research Institute. The purpose is to assess a variety of factors known or believed to be related to provision of tobacco cessation counseling, in an effort to characterize pharmacists' current role in this area of patient care. The results will be kept confidential. The board agreed to co-sponsor pending the approval of the department.

Senior Medication Awareness and Training Program (SMART)

Mr. Elsner reported that the Senior Medication Awareness and Training Program (SMART) has very ambitious plans. The group is trying to get a $75K budget for 1999-2000, and are planning a number of workshops. The coalition has requested a policy statement from the board regarding obtaining drugs from Mexico.

California Healthcare Foundation

Mr. Jones reported that he had attended the California Healthcare Foundation meeting, which had attendees from across the United States. The meeting focused on protecting the privacy of personal health information.

Enforcement Committee Report

Dr. Fujimoto reported on the that the committee met on March 9, 1999, with all enforcement staff. The ongoing inspector issues regarding salary was discussed as well as staffing issues. Each team reported on its outreach efforts and pending workload.

Dr. Fujimoto discussed the need for Northern Compliance Committee & Southern Compliance Committee guidelines. She stressed the importance of consistency between the two committees. The team discussed various options to achieve this. One option would be to have one compliance committee that meets statewide, with two individuals who serve as alternating co-chairs.

Dr. Fujimoto referred members to the memorandum from Mr. Grossgart regarding conflict of interest issues in general and specifically at compliance meetings. Mr. Jones stated that there were many different views on recusal and because most board members have personal connections with pharmacists, classmates, etc., clarification was requested as to the definition of recusal.

Managing Legal Risk in Pharmacy Practice

Ms. Bauer introduced Richard A. Abood, R.Ph., J.D., Professor of Pharmacy Practice, University of Pacific. Dr. Abood spoke on managing legal risks in pharmacy practice, specifically related to dispensing errors.

The type of legal risk is negligence, which is defined as failure to act as an ordinary prudent pharmacist would have acted under the same or similar circumstances.

Professor Abood reported that 53 percent of pharmacists surveyed committed to making a drug error within the prior 60 days, 36 percent admitted to making 2 errors, and 28 percent admitted to making more that 2 errors. Over 80 percent of the errors were wrong drug and wrong dosages. The causes of errors reportedly were workload issues and look-alike or sound-alike drugs.

Professor Abood explained that mechanical errors are when a pharmacist dispenses the wrong drug, wrong dosage, wrong labeling, improper lab test procedures, or wrong lab test results. Judgmental errors are compared to what a reasonable, prudent practitioner would have done.

Professor Abood provided the following risk management suggestions for pharmacists: exercise professional judgement by reviewing patients' profiles, detect and research any potential problems, contact the prescriber if warranted, counsel the patient, manage high risk drugs and high risk patients carefully, document, and establish personal relationships with patients.

He also had the following risk management suggestions for pharmacy corporations: establish protocols and procedures for handling errors, implement a quality assurance program, provide employee training, education and supervision programs, and use the latest technology to prevent errors.

He added that some of the impediments to risk management include employers unjustly disciplining employees and lack of state pharmacy board involvement.

Licensing Committee Report

Ms. Strom reported on the March 16, 1999, Licensing Committee meeting. She provided a summary on the following licensing issues that were addressed:

Memorandum of Understanding Distribution of Compounded Drug Products

Federal legislation was enacted mandating a Memorandum of Understanding (MOU) on pharmacy compounding between the FDA and the 50 states. In January, the draft MOU was sent to all board members and inspectors for comments. No comments were received. Ms. Strom stated that the board will take action once the MOU is finalized.

Restocking of Ambulances

The committee recommends that the board sponsor legislation to authorize the restocking of ambulances by hospital pharmacies and by other providers if certain requirements are met. The proposed language was drafted with the Emergency Medical Services Authority and staff will continue to work with this state agency to refine the language.

MOTION BY THE LICENSING COMMITTEE:
Pursue legislation to authorize restocking of ambulances under the constraints.

SUPPORT: 9 OPPOSE: 0

Pharmacy Practice on the Internet

Ms. Strom stated that the board has witnessed the increased activity of pharmacy practice on the Internet. While pharmacy law does require that these pharmacies be licensed as nonresident pharmacies, the Licensing Committee requests that the board sponsor legislation that will require additional information on the application form specific to Internet pharmacy practice. In addition, the committee suggests requirements that pharmacies advertising on the Internet disclose certain information to consumers.

MOTION: Support the concept including appropriate amendments related to cost and to the confidentiality of and non-disclosability of prescriptions and physical evidence related to the study.

M/S/C: Bauer/Mazzoni

SUPPORT: 7 OPPOSE: 0 ABSTAIN: 1

Foreign-Trained Pharmacists Education

The committee recommends that the board pursue a regulation change that would allow staff to use an outside evaluation service to review the transcript of a foreign trained pharmacist when the staff does not have the resources or expertise to perform the evaluation. If the board approves this recommendation, draft language will be provided to the Legislation and Regulation Committee. The board discussed whether the board needed to adopt this proposal as a regulation or simply direct staff to use and send an agency when needed.

MOTION: Direct staff to draft language and prepare for regulatory hearing if it is necessary for a regulation to be promulgated.

M/S/C: Nelson/Fujimoto

SUPPORT: 9 OPPOSE: 0

Revision to Registration Requirements of Pharmacy Technicians

The committee recommends that the board amend CCR 1793.4 regarding the registration requirements for pharmacy technicians. The committee recommends that section (d) be revised to allow applicants to use "previous registered pharmacy technician experience within the last three years" as a registration qualifier. This provision would allow once registered technicians whose registrations have been cancelled to use this experience to qualify for re-registration. If the board approves this recommendation, draft language will be provided to the Legislation and Regulation Committee at a later date.

MOTION: Interpret 1793.4 (d) to allow applicants who have been previously registered pharmacy technicians within the last three years to use this experience to qualify for registration.

M/S/C: Bauer/Strom

SUPPORT: 8 OPPOSE: 0

Competency Committee Report

On January 12 and 13, 1999, the board administered its January 1999 pharmacist licensure examination at the Hyatt Regency San Francisco Airport Hotel to 507 candidates. Passing rate information will be available at the May 1999 Board Meeting.

The board's June examination will be administered on June 15 and 16, 1999, at the Oakland Convention Center in Oakland. Grading for this exam will be conducted in Sacramento on July 22 and 23, 1999.

Legislation and Regulation Committee Action Items

Regulation Update

Regulations Awaiting Notice

Waiver Requirements for Off-Site Storage of Records – Adopt Section 1707

This proposal would establish the standards for a waiver of the board's record storage requirements so that permit holders who wish to store records off-site will do so in a manner that assures the security, patient confidentiality and accessibility of these records. Further, this proposal would establish the eligibility requirements for granting such a waiver in the event that a waiver was cancelled by the board.

Currently, the board has received waiver requests for off-site storage of records; however, no waivers have been granted pending the adoption of the regulation. In January the Licensing Committee recommended that regulations be adopted to address the waiver application process and the board moved the proposal to the Legislation and Regulation Committee for regulatory action. It is now "awaiting action" prior to being noticed

Citations and Fines – Amend Sections 1775 and 1775.1

This proposal would make technical amendments to section 1775 and add a violation of Business and Professions Code section 4231 to the list of violations subject to citation and fine listed in section 1775.1.

The Licensing Committee noted that pharmacists are not complying with the board's continuing education requirements. The committee recommended to the board that continuing education violations be added to the board's citation and fine authority. The board accepted this recommendation at its January meeting.

Medication Errors: Quality Assurance Programs – Adopt Section 1717.5

This proposal would provide pharmacists with a proactive method for determining the origin of medication errors. Each pharmacy would be required to develop and implement a quality assurance program for inclusion in the pharmacy's policies and procedures manual.

Regulations Pending

Specialized Refill Pharmacies – Adopt Section 1707.4

The proposal would allow a pharmacy to use the services of another pharmacy to provide its refills provided that the pharmacy has a contract for these services or has common ownership with the refill pharmacy. Further, this proposal would specify the labeling requirements for a prescription refilled at a refill pharmacy to require the name of the refill pharmacy and which pharmacy to contact if the patient has questions. This information could be either on the label or in writing accompanying the medication. In addition, this proposal would specify the documentation requirements for the originating pharmacy and the refill pharmacy. Lastly, this action would not prohibit a refill pharmacy form filling new prescriptions.

Status: this notice was published February 26, 1999. The comment period will close April 12, 1999. A hearing in the matter is scheduled for May 19, 1999.

Fee Schedule – Adopt Section 1749, Amend Sections 1749.1 and 1793.5

The board adopted its amendments to the fee regulations to reduce fees for most licensees and applicants that are contained in sections 1749 and 1749.1 at its January 1999 board meeting. The fee audit report presented at the meeting documented that the fee charged for a pharmacy technician registration is well below the fee charged by the board for processing. Therefore, the board withdrew its proposed amendment to section 1793.5 which would have reduced technician fees from $50 to $25 biennially.

Status: the rulemaking file was forwarded to the Department of Consumer Affairs (DCA) for review on February 23, 1999, which has 30 days to review the file.

Medical Device Retailer Location Restriction – Adopt Section 1748.3

This regulation would prohibit a medical device retailer from conducting business from a private residence. In addition, a medical device retailer would be prohibited from using a private residence as a warehouse for a licensed medical device retailer site.

Status: the notice will be published on March 19, 1999. The comment period will close on May 3, 1999. The board has not scheduled a hearing in the matter.

Furnishing to Authorized Persons – Manufacturers and Wholesalers – Adopt Section 1783

At its January 1999 meeting the board decided to move forward with this regulation adoption.

This proposal would specify who is an authorized person within the meaning of section 4163. The board has encountered numerous situations where an individual (e.g., a delivery person) who is not the owner of record of a pharmacy has taken shipment of drugs from a manufacturer or wholesaler and, in turn, resold these drugs illegally. Additionally, individuals not licensed by the board to conduct a pharmacy have set up pharmacies with "straw man" owners for the purpose of diverting drugs purchased at a discount.

Status: this notice will be published on March 19, 1999. The comment period will close on May 3, 1999. The board has not scheduled a hearing in the matter.

1999 Legislation Introduced Relevant to the Practice of Pharmacy

Ms. Bauer, Chair of Regulation and Legislation, reported on the legislation introduced for the 1999 session.

Board – Sponsored Legislation

During the January Board Meeting, the board identified provisions it wished to pursue as its legislative program for 1999.

The proposals will be amended into a bill that will be authored by the Senate Business and Professions Committee. As a committee bill, should any opposition arise to these provisions that cannot be resolved, the opposed provisions will need to be removed from the bill.

The board's provisions are:

- **Pharmacy Technicians**

Require that applicants for pharmacy technician registration possess a high school education or GED – reintroducing language contained in last year's SB 2239 amendment to (section 4202).

Regarding pharmacy technician trainees - extend the period of time allowed for practical experience in a pharmacy from six months to one year for pharmacy technician trainees enrolled in training programs run by private or public schools. The board's Licensing Committee also supports this change amendment to (section 4115.5).

- **Pharmacists' Care**

Amend B&P Code section 4102 to specify that pharmacists may perform skin puncture to assist in managing a patient's drug therapy amendment to (section 4102).

- **Entities/Facilities Licensing**

Amend B&P Code sections 4043 and 4160 to clarify that "reverse distributors" and brokers must be licensed by the board. While the board currently licenses these facilities as wholesalers, the Licensing Committee recommended that the law be amended specifically to include these provisions.

Amend B&P Code section 4057 to remove a specific list of dangerous drugs and devices that can be stored in non-pharmacy areas of a hospital, and move the list of dangerous drugs and devices to board regulations so that only one list exists and that the list can be kept current.

- **Prescriptions**

Amend B&P Code section 4022 to reflect the federal definition of dangerous drugs.

Amend B&P Code section 4078 to permit the labeling of prescriptions in double blind studies or special circumstances.

- **Board of Pharmacy**

Establish a statutory link of the salaries of the board's pharmacist-inspectors with the salaries paid to pharmacists at the University of California.

Modify requirements for those seeking a retired pharmacist's license so that they do not need to surrender their original wall certificate to the board to retire their licenses.

Modify requirements that cancel all licenses by operation of law (except pharmacists) that are not renewed within 60 days after their expiration.

- **CURES**

Extend CURES for three years which will otherwise sunset on July 1, 2000. The board wishes to continue the program; therefore, legislative action must be taken in order to extend it.

Ms. Herold added that there are two other provisions that are currently not in the bills that the Licensing Committee wants to refer to the board for action. One is dealing with restocking of ambulances and the other is pharmacies using the Internet.

<u>Other Bills Impacting the Practice of Pharmacy</u>

<u>AB 141 (Knox)</u>

This bill would require the Board of Pharmacy to conduct a study of medication errors. Barry Broad, representing the United Food and Commercial Workers/Engineers and Scientists of California (the sponsor of the bill), stated that this bill is similar in concept as last year's AB 1889 (which was vetoed by then Governor Wilson). Mr. Broad stated that this administration would support this bill and requested the board's support. He also requested assistance in developing amendments that would be acceptable to the board and provide an appropriate level of finding for the study.

The board asked numerous questions regarding the scope of the study, Mr. Broad stated that he had no specific objectives he wanted the study to address, and added that pharmacist workload is not the purpose.

The board discussed components from Dr. Abood's presentation earlier in the board meeting on prescription errors and the need to include perhaps some of these in the study.

MOTION: Support AB 141's concept of a prescription error study, determine an appropriate funding level and establish confidentiality provisions to exempt from legal discovery data reported into a pharmacy's quality assessment program.

M/S/C: Bauer/Shreve

SUPPORT: 7 OPPOSE: 1 ABSTAIN: 1

AB 261 (Lempert)

This bill would permit physicians to enter into protocols with pharmacists to adjust patients' drug therapy. The CPhA is the sponsor of this bill.

Motion by the Legislative and Regulations Committee: Support

SUPPORT: 9 OPPOSE: 0

AB 1496 (Olberg)

Bob Achermann, representing the California Association of Medical Products Suppliers, presented this bill that would expand the board's medical device retailer program to regulate home medical equipment suppliers, and expand the board's authority to regulating non-legend medical supplies in addition to dangerous devices.

MOTION: Oppose AB1496 unless it is amended to move the authority for medical device retailers and medical suppliers to the Department of Health Services. The board recognizes the importance of regulating this industry to protect insurance companies against fraud; however, it believes that this program belongs with Department of Health Services, as it is not a consumer protection program.

M/S/C: Fujimoto/Strom

SUPPORT: 8 OPPOSE: 1

SB 188 (Leslie)

Sharon Avery from the California Health Care Association stated that this bill would permit physicians in designated hospitals with 100 or fewer beds that are

licensed with the board as "exempt hospitals" to provide a three-day supply of medication to outpatients if the physician believes there is no retail pharmacy available within 30 minutes.

Ms. Herold stated that staff was working with the sponsor on a number of amendments to SB 188, and the board will be offered the opportunity to take position on this bill at the May meeting.

APPROVAL OF MINUTES

Full Board Minutes – January 20-21, 1999

MOTION: Approve minutes as submitted.

M/S/C: Elsner/Fujimoto

SUPPORT: 9 OPPOSE: 0

Northern Compliance Committee Minutes – September 9, 1998

MOTION: Approve minutes as corrected.

M/S/C: Strom/Mazzoni

SUPPORT: 9 OPPOSE: 0

Northern Compliance Committee Minutes – February 3, 1999

MOTION: Approve minutes as submitted.

M/S/C: Elsner/Mazzoni

SUPPORT: 9 OPPOSE: 0

Southern Compliance Committee Minutes – December 18, 1998

MOTION: Approve minutes as corrected.

M/S/C: Strom/Elsner

SUPPORT: 9 OPPOSE: 0

NEW BUSINESS/AGENDA ITEMS FOR FUTURE MEETINGS

Mr. Elsner requested that the board develop a policy statement for the SMART Coalition regarding senior citizens getting cheaper drugs from Mexico.

PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

PETITIONS FOR REINSTATEMENT

The board moved into closed session pursuant to Government Code Section 11126(c) (3) to deliberate on petition hearings.

ADJOURNMENT

President Nelson adjourned the meeting at 4:00 p.m.

CALL TO ORDER

President Nelson called the meeting to order at 7:30 a.m. on March 25, 1999.

CLOSED SESSION

The board moved into closed session pursuant to Government Code Section 11126(c)(3) to deliberate upon proposed decisions and stipulated settlements.

ORGANIZATIONAL DEVELOPMENT

President's Report

President Nelson discussed an article related to Internet pharmacies. It is estimated that sales will be approximately $500 million for 1999, increasing to $6.3 billion by the year 2003.

Mr. Nelson also reported that effective 6/1/99, the FDA is going to require that pharmacies provide written information to consumers concerning drugs that FDA considers are "at risk."

An article in the Sacramento Bee, which discussed the Shasta County drug bust involving a physician and one pharmacy, reported that the board's inspectors were doing their job and that the board is functioning as a unit.

Mr. Nelson stated that Ms. Bauer attended the California Pharmacist Association annual meeting in Santa Barbara and did an excellent job speaking at the Pharmacists Planning Service breakfast. She also attended a Western Pharmacy conference in San Francisco and the APhA meeting in San Antonio.

Executive Officer's Report

Personnel Update

Ms. Harris reported that Helen Turner, who is a retired annuitant, fell and injured herself in January. The board wishes Ms. Turner a speedy recovery and a quick return to the board.

The board has hired two retired annuitants to work part-time, Steve Masuda and Mary Rutledge. Mr. Masuda is assisting with the processing of applications and Ms. Rutledge has been performing Ms. Turner's duties.

The board is recruiting for three positions created by board promotions: a management services technician for the wholesale desk, an office technician for a cashier position, and an analyst to issue citations and fines. The board is also beginning to recruit an associate analyst to perform legislative analyses and regulations and a limited-term associate analyst to perform support to the CURES program.

The board has six inspector positions vacant. Interviews were scheduled in February to develop a new employment list of eligible pharmacists who have applied to become board inspectors. Job interviews will be scheduled in May.

Budget Update

1998/99 Budget Year

Revenue Projected: $9,886,538

Revenue for the year includes $5,603,823 in revenue from licensing fees, $444,518 in interest income, and a one-time repayment of $3,798,197 returned to the board from the 1991-92 transfer of board revenue to the state's General Fund (this is a 3/5 repayment, only 1/5 of the $5.4 million transferred – or $1.14 million with interest – remains unpaid). There will be a $70,200 reduction in this year's revenue due to the $75 rebate that was paid to the 2,300 pharmacies that

submitted data to CURES by July 18, 1998. There has been $110,000 in cost recovery paid to the board through February.

Expenditures Projected: $6,080,247

This includes a baseline budget of $5,654,000, plus $474,750 for CURES.

The staff projects that the board will complete the year with a surplus. However, for the first time in years, the board is likely to expend more than the line item for prosecution of cases at the office of the Attorney General.

Fund Condition Projection: $9,334,884

At the end of 1998/99 fiscal year, there is projected to be 17.3 months of operating expenses in the board's fund at current expenditure levels and current fee levels. Consequently, the board has acted to reduce fees effective 7/1/99.

1999/00 Budget Year – with a decrease in fees

Revenue Projected: $5,967,254

The board will decrease revenue from fees effective July 1, 1999, by an estimated $1,123,000. The projected revenue for the year is comprised of $4,425,223 in revenue from licensing fees, $403,041 in interest and the final repayment of $1,138,990 from the 1991/92 General Fund transfer.

Expenditures Projected: $5,754,000

This includes $5,654,000 in baseline expenditures plus $100,000 in budget change proposals that have been inserted into the Governor's budget to add an associate analyst to perform legislative analyses and pursue regulation changes, and $25,000 to perform a job analysis of the board's pharmacist licensure exam.

There may be one additional budget augment to next year's budget. Recently the Administration agreed to support a one-year continuation of the board public education program of approximately $240,000.

Transition Monitoring Team (TMT) Update

TMT Member Debbie Anderson reported that staff reviewed the Transition Monitoring Team (TMT) process at its quarterly staff meeting on March 10, 1999. After brainstorming and discussion, staff determined that the team should continue under a new name, The Communication Team (TCT). The initial purpose of the TMT was to facilitate communication and healing throughout the board; this has been accomplished over the last year. As the new name indicates,

the newly formed team will focus on communication. The TCT will continue as a conduit for communication between staff and management. As a result of this change in purpose, staff decided to restructure the team from nine to six members, and to develop a new team charge, mission and key norms. To ensure a smooth transition to the new team, three members from the TMT have agreed to serve for an additional year with the three newly elected members.

The members of the TCT are Debbie Anderson, Brenda Barnard, Linda Kapovich, Cassandra Kearney, Valerie Knight, and Sandi Moeckly.
Each member of the TMT was given a plaque for his or her hard work and dedication during the past year.

Action Plan Status Report

Ms. Harris reported that an updated Action Plan Status Report is included in the board packet.

PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

There were no public comments.

STRATEGIC PLANNING

Consultant Daniel Iacafano, from MIG, facilitated the board in its 1999 revisions to the board's strategic plan.

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.