

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
STATE OF NEW HAMPSHIRE  
DIVISION OF HEALTH PROFESSIONS  
PRESCRIPTION DRUG MONITORING PROGRAM  
121 South Fruit Street  
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LINDSEY COURTNEY  
Interim Executive Director



**APPROVED FINAL**  
**PRESCRIPTION DRUG MONITORING PROGRAM ADVISORY COUNCIL**  
**PUBLIC MINUTES OF THE APRIL 27, 2020, SPECIAL MEETING**

The April 27, 2020, meeting of the PDMP Advisory Council (the “Council”) convened at 3:24 p.m. via ZOOM meeting through the Office of Professional Licensing and Certification, 121 South Fruit Street, Concord, New Hampshire with the following members present and eligible to vote:

**Council Members Present:**

Chairman David Strang, MD, NH Medical Society  
Stephen Crawford, DVM, NH Board of Veterinary Medicine  
David DePiero, NH Hospital Association  
Robert Giuda, NH Senate  
Dennis Hannon, DDS, NH Board of Dental Examiners  
Joseph Harding, NH Department of Health and Human Services  
Richard Osborne, NH House of Representatives  
Bradley Osgood, NH Police Chiefs’ Association  
Donna Roe, DNP, APRN, BC, CEN, NH APRN Society  
Annika Stanley-Smith, Governor’s Commission on Alcohol & Other Drugs

**Council Members Absent:**

Kate Frey, Governor’s Commission on Alcohol & Other Drugs  
Sean Gill, NH Attorney General’s Office  
Joseph Guthrie, NH House of Representatives  
Nicole Harrington, RPH, Commissioner, NH Board of Pharmacy  
Daniel Potenza, MD, NH Board of Medicine  
Claire Timbas, DVM, NH Veterinary Medical Association  
Michael Viggiano, RPH, NH State Pharmacy Associations  
VACANT, NH Board of Nursing  
VACANT, NH Dental Society

**Others in Attendance:**

Lindsey Courtney, Interim Executive Director, OPLC  
Michelle Ricco Jonas, Program Manager, NH PDMP  
Joanie Foss, Administrative Assistant, NH PDMP  
Mark Cioffi, Program Analyst, NH PDMP  
Rebecca Bolton, IT Manager, NH DoIT

**I. Opening Statement – Michelle Ricco Jonas**

M. Ricco Jonas introduced and reviewed the Exhibit C, of the vendor request for proposal (RFP) document that the Advisory Council was asked to review and provide input on during the meeting. She explained that the items in “black” were items from the previous RFP and the items in “red” were new items added to the new, proposed Exhibit C of the RFP.

**II. Discussion of recommendations/advice as to what should be considered when OPLC creates a new Request for Proposal**

The Council Members asked questions and provided input re: the proposed Exhibit C of the RFP. Members discussed the pros/cons of these suggestions. The PDMP staff recorded the suggested edits made by the Council Members within the working/draft document for consideration in OPLC’s review.

**III. Next Meeting: June 15, 2020 3:00 – 5:00 PM**

R. Osborne motioned to adjourn the meeting at 4:47 PM. D. DePiero seconded the motion. The Council voted unanimously to adjourn the meeting at 4:47 PM.