

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



UNAPPROVED DRAFT
PRESCRIPTION DRUG MONITORING PROGRAM ADVISORY COUNCIL
PUBLIC MINUTES OF THE OCTOBER 19, 2020, MEETING

The October 19, 2020, meeting of the PDMP Advisory Council (the "Council") convened at 3:13 p.m. via ZOOM meeting through the Office of Professional Licensing and Certification, 7 Eagle Square, Concord, New Hampshire with the following members present and eligible to vote:

Council Members Present:

Chairman David Strang, MD, NH Medical Society
[Tonya Carlton, RPH, Wentworth Douglas Hospital](#)

Stephen Crawford, DVM, NH Board of Veterinary Medicine
Kate Frey, Governor's Commission on Alcohol & Other Drugs
[Robert Giuda, NH Senate](#)
[Joseph Guthrie, NH House of Representatives](#)

Joseph Harding, NH Department of Health and Human Services
[Gene Harkless, RN, NH Board Nursing](#)
[Nicole Harrington, RPH, Commissioner, NH Board of Pharmacy](#)
Richard Osborne, NH House of Representatives
Thomas Worboys, NH Attorney General's Office
~~[Gene Harkless, RN, NH Board Nursing](#)~~
~~[Robert Giuda, NH Senate](#)~~
~~[Nicole Harrington, RPH, Commissioner, NH Board of Pharmacy](#)~~
~~[Tonya Carlton, RPH, Wentworth Douglas Hospital](#)~~

Council Members Absent:

~~[Claire Timbas, DVM, NH Veterinary Medical Association](#)~~
~~[Bradley Osgood, NH Police Chiefs' Association](#)~~
~~[Joseph Guthrie, NH House of Representatives](#)~~[Bradley Osgood, NH Police Chiefs' Association](#)

Daniel Potenza, MD, NH Board of Medicine
Donna Roe, DNP, APRN, BC, CEN, NH APRN Society
Annika Stanley-Smith, Governor's Commission on Alcohol & Other Drugs
[Claire Timbas, DVM, NH Veterinary Medical Association](#)
Michael Viggiano, RPH, NH State Pharmacy Associations
VACANT, NH Dental Society
VACANT, NH Board of Dental Examiners

Others in Attendance:

Lindsey Courtney, OPLC Executive Director

Michelle Ricco Jonas, Program Manager, NH PDMP
Shannon Aiton, Electronic Health Systems Coordinator, NH PDMP
Mark Cioffi, Program Analyst, NH PDMP

Joanie Foss, Administrative Assistant, NH PDMP
~~Mark Cioffi, Program Analyst, NH PDMP~~
Leslie Pond, Auditor, NH PDMP
~~Shannon Aiton, Electronic Health Systems Coordinator, NH PDMP~~
Jim Giglio, TTAC
~~Lindsey Courtney, OPLC Executive Director~~

Opening Statement – David Strang, Chairman.

The Chairman read a statement recommended by the Governor’s office to all State agencies, boards, commissions, etc. during the COVID-19 crisis (see attachment at the end of the minutes). At the conclusion, M. Ricco Jonas called the roll to determine those in attendance.

I. Welcome – Introductions

a. New Member

A special welcome was extended by Chairman Strang to Tonya Carlton from Wentworth-Douglass Hospital, where she works in their pharmacy department. She will be replacing David DePiero as the representative for the NH Hospital Association, who had to step down due to term limitations.

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b. New Staff

S. Aiton introduced herself as the new Electronic Health Systems Coordinator for the NH PDMP. L. Pond introduced herself as the new Auditor for the NH PDMP. M. Ricco Jonas stated that both started with the NH PDMP on September 25, 2020. L. Pond will provide the Council with audit information as needed and S. Aiton will update the Council on EHR integration information at each meeting.

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cb. Update on meeting in person (M. Ricco Jonas)

D. Strang requested an update on when the Council will be able to start meeting in person again. M. Ricco Jonas stated that according to L. Courtney, there will be no in person Council meetings any time soon. G. Harkless stated that she prefers to meet remotely.

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II. Review of August 17, 2020, Council Meeting Minutes

S. Crawford made a motion to approve the August 17, 2020 minutes. K. Frey seconded. J. Harding made a motion to amend the minutes to add on page 2, section III the following: “request that the ME’s office add additional information to their monthly report to include a combination of both prescription and illicit drugs. Also, identify whether or not the decedent had a history of prescription drug use at the time of death”. R. Osborne seconded. The Council voted via roll call vote (10-0) to approve the edited and amended August 17, 2020, minutes. ~~Minutes approved.~~

III. Review of the 2020 PDMP Annual Report (M. Cioffi and M. Ricco Jonas)

M. Ricco Jonas and M. Cioffi conducted a screen share slide presentation of the Annual Report. The following are ~~suggested~~ edits/comments suggested by the A.C. members to portions of the Report.

- Slide 3 - M. Ricco Jonas explained that this is the ~~slide 3~~, same slide as last year except for SB120, which has been put on hold because of COVID-19.
- Slide 4 - M. Cioffi ~~slide 4~~, pointed out the new COVID user role. This role was created when OPLC's Emergency Licensure program began. It ~~n~~ which gives providers who would not normally qualify for a temporary license, they may qualify for an OPLC Emergency License pursuant to Executive Order #15, as long as they have a license in good standing in another jurisdiction.
- N. Harrington asked if ~~slide 4~~, are all of these provider groups are required to be registered with the NH PDMP? M. Cioffi stated that yes, all of the provider groups need to be registered. M. Ricco Jonas explained that the PDMP staff are ~~were~~ working on completing audits of the various provider groups to verify that all providers that should be registered are. The PDMP is also working with our vendor (APPRISS) to confirm which providers have a DEA#.
- Slide 6 - M. Cioffi ~~slide 6~~, pointed out that ~~the~~ delegates are doing most of the querying.
- N. Harrington ~~slide 6~~, stated it would be interesting to see how often prescribers and pharmacists-dispensers are querying the same patient. The duplication would be interesting to see.
- Slide 9 - M. Cioffi ~~slide 9~~, explained that all data is based on State FY20 Fiscal Year (FY) 20, which does not correspond with the calendar year.
- D. Strang ~~slide 9~~, suggested adding an asterisk next to the 4th quarter data, with a sub-caption explaining that the data was gathered during Covid COVID. M. Ricco Jonas said ~~stated that~~ since the current data is based on the State FY20 which ended on June 30, she would bring the first two quarters of SFY21 to the next Council meeting as a follow-up.
- Slide 10 - N. Harrington ~~slide 10~~, requested a note be put on slide 10 about the insurance situation explaining that prescriptions purchased with GoodRx coupons going into the database as insurance, not cash. M Ricco Jonas stated a need to educate pharmacies about this issue.
- Slide 11 - J. Harding ~~slide 11~~, asked how many of the prescribers are from bBorder sStates? M. Cioffi stated that 95% are from bBorder sStates. J. Harding requested that be noted on the slide with an asterisk.
- Slide 13 - D. Strang ~~slide 13~~, suggested changing the column colors under "All Ages:" to match the other columns in this slide.
- Slide 14 - D. Strang ~~slide 14~~, suggested combining both graphs so that the columns are grouped together together. M. Ricco Jonas, agreed will do.
- Slide 15 - T. Carlton asked it there ~~slide 15~~, could an there be an age breakout on amphetamines? M. Cioffi ~~stated~~ the highest percent of utilization is between the ages of 35-54. J. Harding asked if it could ~~can it~~ be broken out by gender? M. Ricco Jonas asked if the Council wanted a combined age/gender slide. It was felt this might be too much information for the Annual Report, so they will do a slide with just gender for Council purposes only.

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- Slide 17 - D. Strang ~~suggested—slide 17~~, in the explanation heading, to change “anti-anxiety (sedative)²² medications” to “anti-anxiety/insomnia medications.”
- Slide 18 - M. Cioffi ~~will—slide 18~~, add Q4 data.
- Slide 20 - N. Harrington ~~—slide 20~~, asked if what was represented are ~~these~~ all NH residents? M. Cioffi ~~indicated they were—yes~~.
- Slide 25 - T. Carlton ~~—slide 25~~, ~~suggested include adding~~ information on where The Doorway ~~NH~~ treatment centers are located (in NH).

D. Strang asked if the PDMP needed a representative from the Council at the presentation of the Report to the Legislature on Oct. 23rd. M. Ricco Jonas will check with L. Courtney, but felt they likely would not.

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VI. Next Meeting: January 11, 2021, 3:00 – 5:00 PM (One week earlier than usual, due to the third Monday of the month being the Martin Luther King holiday).

R. Giuda motioned to adjourn the meeting at 5:21 PM. T. Carlton seconded the motion. The Council voted unanimously to adjourn the meeting at 5:21 PM.

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

(Presented at the October 19, 2020 NH PDMP Advisory Council Meeting)

As Chair of the NH PDMP Advisory Council, I am informing all present that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with his Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting.¹ All members of the NH PDMP Advisory Council have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following: **Meeting ID: 773 348 0139; Password 600206**, or by clicking on the following **website address**:
<https://zoom.us/j/7733480139?pwd=OXEwRTBaZ0h5SWZKaHhSN0MzaXZSdz09>

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the **NH PDMP** (<https://www.oplc.nh.gov/prescription-drug-monitoring/council-meetings.htm>)

c) Providing a mechanism for the public to alert the Advisory Council during the meeting if there are problems with access:

If anybody has a problem, please **email Michelle Ricco Jonas at:**
Michelle.RiccoJonas@oplc.nh.gov

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and either the problem corrected or the meeting will be rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

We will start the meeting by taking a roll call of attendees. When each member states their name, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law, also known as 91-A. Michelle, please call the roll.

¹ Many public bodies are utilizing video teleconferencing technology, such as Zoom, to ensure the electronic meeting comply with the Right-to-Know law and any applicable due process requirements. In certain circumstances, a regular business meeting of a public body may be conducted utilizing audio-only technology. If you have any questions about the appropriateness of the technology utilized to conduct your meeting, please consult your agency counsel or the Attorney General's Office.