



Board of Pharmacy

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402

<https://sos.vermont.gov/opr/>

OPR's public meetings are hybrid. Meetings will be recorded and posted to the website in accordance with Act 133 (2024). The physical location is: 89 Main Street, 3rd floor, Montpelier, VT 05602. To join this meeting remotely:

- visit OPR's Online Calendar: sos.vermont.gov/opr-event-calendar/
- select the date of the meeting;
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Unapproved Meeting Minutes

Remote Meeting

Wednesday, October 23rd, 2024, at 9:00 a.m.

Members Present: Savannah Cheeseman, RPh, Vice Chair; Owen Foley, RPh; Olivia Sprague, RPh, Secretary; Corey Duteau, RPh, Chair; Linda Retchin, Public Member; Jonathan Reynolds, RPH; and Wendy Magee, Public Member.

Members Absent: Catherine Haraden, CPhT;

OPR and SOS Personnel Present: Emily Tredeau, Staff Attorney; Carrie Phillips, Executive Officer; Derek Everett, Chief Inspector; Julie Bowen, Docket Clerk; George Hasselbeck, Prosecutor; and Corey Young, Licensing Administrator.

Public: Jason To, Emma Shouldice, Grace Sesi, Wesley Crockett, Alyssa Cappelluti, Michele Corriveau, Kayln Pickens, Sandra Rosa, Nicole Scott, Peter Campanella, Shelly Lingern, Scott Tomerlin & Wendy Boynton.

1. Call to Order

- The meeting was called to order at 9:01 A.M. by Mr. Duteau.

2. Changes to the Agenda: None

3. Approval of previous minutes:

- Ms. Cheeseman moved to approve the minutes for September 25th, 2024 and October 2nd 2024. Ms. Retchin seconded the motion, motion carried.

4. Quarterly Inspector Report – Chief Inspector Everett

- Chief Inspector Everett provided the latest quarter's inspectional update.

5. Discipline:

- **9:15 a.m. - In re: Capstone Compounding Pharmacy, Docket No. 2024-167; Stipulation & Consent Order**
 - Board Member roll call: Corey Duteau, Savannah Cheeseman, Olivia Sprague, Wendy Magee, Jonathan Reynolds, Linda Retchin and Owen Foley participated.
 - Mr. Reynolds moved to accept the stipulation as provided. Ms. Sprague seconded the motion, motion carried.

- **9:15 a.m. - In re: Peter Campanella, Docket No. 2024-136; Stipulation & Consent Order**
 - Board Member roll call: Corey Duteau, Savannah Cheeseman, Olivia Sprague, Wendy Magee, Jonathan Reynolds, Linda Retchin and Owen Foley participated.
 - Ms. Cheeseman moved to accept the stipulation as presented. Ms. Magee seconded the motion, motion carried.

6. Executive Officer Update: *Tabled to December Meeting*

7. Topics for Discussion:

- **Pending Administrative Rules Review**
 - The Board reviewed the pending administrative rules with Attorney Tredeau and Ms. Phillips and made suggestions. Also receiving comments and suggestions from the public.
 - Mr. Reynolds moved to require Controlled and Regulated Drug Inventory within 90 days for a Community Pharmacy and within 180 days for an Institutional Pharmacy. Mr. Foley seconded the motion, motion carried.
 - Mr. Reynolds moved to approve the draft administrative rules as discussed and revised. Ms. Retchin seconded the motion, motion carried.
- **Officer Election**
 - Chair – Ms. Retchin nominated Ms. Cheeseman as Chair.
 - Vice Chair – Mr. Reynolds nominated himself as Vice Chair.
 - Secretary – Ms. Retchin nominated Mr. Foley as Secretary.
 - Mr. Duteau moved to approve the nominated slate of officers. Ms. Sprague seconded the motion, motion carried unanimously.
 - 2025 Chair: Ms. Savannah Cheeseman
 - 2025 Vice Chair: Mr. Jonathan Reynolds
 - 2025 Secretary: Mr. Owen Foley
- **NABP District 1 & 2 meeting report – Olivia Sprague**
 - Ms. Sprague provided an overview of the NABP District meeting.

8. Other Business: none

9. Public Comment: none

10. Next Meeting topics:

11. Adjournment:

Ms. Sprague moved to adjourn the meeting; Ms. Cheeseman seconded the motion. Motion passed. Meeting adjourned at 10:36 am.

Next regular Board meeting following this one is **December 4, 2024**.
Check the OPR Online Calendar (sos.vermont.gov/opr-event-calendar) for updates.