

**CONTROLLED SUBSTANCES BOARD
MEETING MINUTES
DECEMBER 10, 2013**

PRESENT: Alan Bloom; Doug Englebert, Martin Koch; Franklin LaDien, Gunnar L Larson, Yvonne Bellay.

STAFF: Dan Williams, Executive Director; Matthew Guidry, Bureau Assistant; Other Departmental Staff

CALL TO ORDER

Doug Englebert, Chair, called the meeting to order at 9:13 a.m. A quorum of six (6) members was confirmed.

ADOPTION OF AGENDA

MOTION: Alan Bloom moved, seconded by Franklin LaDien, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF AUGUST 29, 2013

MOTION: Franklin LaDien moved, seconded by Martin Koch, to approve the minutes of August 29, 2013 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

MOTION: Alan Bloom moved, seconded by Franklin LaDien, to cancel the March 25, 2014 meeting date, and to schedule a meeting in February 2014. Motion carried unanimously.

SPECIAL USE AUTHORIZATION

MOTION Martin Koch moved, seconded by Gunnar Larson, to authorize the Chair to approve the creation of CSB 3.04(5) relating to Special Use Authorizations for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

MOTION: Alan Bloom moved, seconded by Gunnar Larson, to table discussion and consideration of the request from the St. Croix County District Attorney to emergency schedule AM-2201 until additional information is provided to the Board. Motion carried unanimously.

BOARD GOALS

MOTION: Yvonne Bellay moved, seconded by Alan Bloom, to add HOPE legislation tracking, maintain and seek out general communication and educational efforts, streamlining SUA reviews, and website review to Controlled Substances Board goals list. Motion carried unanimously.

CLOSED SESSION

MOTION: Franklin LaDien moved seconded by Alan Bloom, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Doug Englebert read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Franklin LaDien-yes; Gunnar Larson-yes; Martin Koch-yes; Yvonne Bellay-yes; Alan Bloom-yes; and Doug Englebert-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:30 a.m.

RECONVENE TO OPEN SESSION

MOTION: Alan Bloom moved, seconded by Martin Koch, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 11:39 p.m.

CREDENTIALING ISSUES AND/OR REVIEWS

MOTION: Franklin LaDien moved, seconded by Gunnar Larson, in an effort to streamline the SUA Application process to explore the SUA expiration statutorily, to explore an electronic record keeping of SUAs, exploring the possibility of a reminder letter to be sent out sixty (60) days in advance of expiration, and exploring amendment to the SUA Approval Letter to include informational references. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Yvonne Bellay moved, seconded by Franklin LaDien, to affirm all motions made in closed session. Motion carried unanimously.

ADJOURNMENT

MOTION: Alan Bloom moved, seconded by Martin Koch, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:41 a.m.