

**CONTROLLED SUBSTANCES BOARD
MEETING MINUTES
March 24, 2015**

PRESENT: Yvonne Bellay, Doug Englebert, Martin Koch, Franklin LaDien, Gunnar Larson (*Via GoTo Meeting, arrived at 9:32 a.m.*)

EXCUSED: Alan Bloom

STAFF: Dan Williams - Executive Director; Nilajah Madison-Head - Bureau Assistant; Sharon Henes - Administrative Rules Coordinator; and other DSPS Staff

CALL TO ORDER

Doug Englebert called the meeting to order at 9:30 a.m. A quorum was confirmed.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES OF DECEMBER 18, 2014

(Gunnar Larson joined the meeting at 9:32 a.m.)

Amendments to the Minutes:

- *On page 4 of the minutes under Legislation and Rule Matters: "CSB 2.37, Wis. Admin Code, Relating to Scheduling Suvorexant" should read "CSB 2.38" in the title and the motion following.*

MOTION: Franklin LaDien moved, seconded by Martin Koch, to adopt the minutes of December 18, 2014 as amended. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Slate Of Officers

NOMINATION: Franklin LaDien nominated the 2014 slate of officers to continue in 2015.

Dan Williams called for nominations three (3) times.

Nomination carried by unanimous consent.

The 2014 Slate of Officers was reelected to continue in 2015.

2015 OFFICER ELECTION RESULTS	
Board Chair	Doug Englebert
Vice Chair	Alan Bloom
Secretary	Yvonne Bellay

Appointment of Liaisons

The Chair appoints the following members to:

2015 LIAISON APPOINTMENTS	
SUA Liaisons	Alan Bloom, Yvonne Bellay
SCAODA Liaison	Doug Englebert
Legislative Liaison	Doug Englebert (Alternate: Martin Koch)

Delegation of Authority

- MOTION:** Franklin LaDien moved, seconded by Yvonne Bellay, that the Board delegates authority to the Chair to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.
- MOTION:** Martin Koch moved, seconded by Gunnar Larson, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.
- MOTION:** Martin Koch moved, seconded by Franklin LaDien, to authorize the SUA liaisons to review and make approval decisions regarding SUA applications. Furthermore, the Board authorizes DSPS staff to sign SUA permits on behalf of the Board. Motion carried unanimously.
- MOTION:** Franklin LaDien moved, seconded by Martin Koch, to authorize the SUA liaisons to approve required training or credentialing on behalf of the Board. Motion carried unanimously.
- MOTION:** Yvonne Bellay moved, seconded by Martin Koch, to delegate authority to the Legislative Liaison(s) to address Board issues related to legislative matters excluding media requests. Motion carried unanimously.

MOTION: Martin Koch moved, seconded by Franklin LaDien, to authorize the SCAODA liaison to vote on behalf of the Board at the State Council on Alcohol and Other Drug Abuse meetings. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Franklin LaDien, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code SPS § 1.08(1). Motion carried unanimously.

LEGISLATION AND RULE MATTERS

Clearinghouse Report on CR 15-007 Relating to Hydrocodone Combination Products

MOTION: Martin Koch moved, seconded by Gunnar Larson, to accept all Clearinghouse comments for CR 15-007 relating to Hydrocodone combination products. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Franklin LaDien, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule CR 15-007 for submission to the Governor's Office and Legislature. Motion carried unanimously.

Clearinghouse Report on CR 15-008 Relating to Tramadol

MOTION: Martin Koch moved, seconded by Gunnar Larson, to accept all Clearinghouse comments for CR 15-008 relating to Tramadol. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Franklin LaDien, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule CR 15-008 for submission to the Governor's Office and Legislature. Motion carried unanimously.

Clearinghouse Report on CR 15-009 Relating to Suvorexant

MOTION: Martin Koch moved, seconded by Gunnar Larson, to accept all Clearinghouse comments for CR 15-009 relating to Suvorexant. Motion carried unanimously.

MOTION: Yvonne Bellay moved, seconded by Franklin LaDien, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule CR 15-009 for submission to the Governor's Office and Legislature. Motion carried unanimously.

Affirmative Action to Exclude Naloxegol from Schedule II

MOTION: Franklin LaDien moved, seconded by Martin Koch, to affirm the exclusion of Naloxegol from Schedule II to take effect on April 1, 2015 to allow for publication in the Administrative Register. Motion carried unanimously.

MOTION: Franklin LaDien moved, seconded by Martin Koch, to approve the Scope Statement relating to exclusion of Naloxegol from Schedule II, for submission to the Governor's Office and publication, and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

Proposed CSB Modification Relating to Special Use Authorization

MOTION: Martin Koch moved, seconded by Franklin LaDien, to request DSPS staff draft a Scope Statement revising CSB 3 relating to Special Use Authorization and designate the Chair to approve the Scope for submission to the Governor's Office and publication and approve the Scope for implementation no less than 10 days after publication. Motion carried unanimously.

CLOSED SESSION

MOTION: Franklin LaDien moved, seconded by Martin Koch, 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 investigation with administrative warning (ss.19.85(1)(b), Stats. 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, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Yvonne Bellay-yes, Doug Englebert-yes, Martin Koch-yes, Franklin LaDien-yes, Gunnar Larson-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:38 a.m.

RECONVENE TO OPEN SESSION

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

The Board reconvened into Open Session at 11:36 a.m.

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.

CREDENTIALING MATTERS

Application Review

Jessiffany Canine Services LLC

MOTION: Franklin LaDien moved, seconded by Yvonne Bellay, to table the application for a Special Use Authorization (SUA) to Jessiffany Canine Services LLC pending the receipt of additional information. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 11:37 a.m.