



MONITORING PROGRAM COMMITTEE MEETING MINUTES

DATE: Friday, March 15, 2024

TIME: 9:00 AM - 11:00 AM

LOCATION: Board Room 1, DHP Perimeter Center

MEMBERS PRESENT:

Randy Ferrance, D.C., M.D., Chairperson
Beverley Bell, RN
Eric Kramer, MD
Jim Meyer, Citizen Member
Jody Allen, BS, PharmD, FASHP
Omar Abubaker, DMD, PhD - Joined 9:09 AM

MEMBERS ABSENT:

Jeni Rector, LM, CPM

DHP STAFF PRESENT:

Matt Novak, Interim HPMP Program Manager

VCU HPMP STAFF PRESENT:

Amy Ressler, VCU HPMP Administrative Director
F. Gerard Moeller, M.D., VCU Chief Executive Officer

OTHERS PRESENT:

Jim Banning, Director, DHP Administrative Proceedings Division

I. CALL TO ORDER

The meeting was called to order by Chairperson Ferrance at 9:01 a.m.

II. DHP DIRECTOR'S OFFICE REPORT

None given

III. DHP HPMP PROGRAM REPORT

Matt Novak, HPMP interim program manager, reported that Christina Buisset had moved on from her role as program manager in July and that he had served in an interim capacity while the agency selected a new program manager. Matt discussed that the program was being moved from under the Director's office to being under the Administrative Proceedings Division and that Julia Bennett would become the new program manager. Jim Banning, Director of APD, was then introduced and said a few words about their excitement to work with HPMP and they expect a smooth transition that would start the following need. Matt stated he did not expect anything to change as far as the committee was concerned with this change. Matt discussed travel reimbursement forms and restated the 30-day window to submit them for reimbursement through the state.

IV. VCUHS HPMP PROGRAM REPORT Amy Ressler, VCU HPMP Administrative Director, reported that they are fully staffed for case managers and are looking to hire an intake coordinator in the coming months. They are working with HR to get the new position, whose job responsibilities would include assisting Amy in projects and working with case managers.

V. NEW BUSINESS Matt Novak discussed the electronic meeting policy that was approved by the Chair in lieu of the July meeting and how it was now an option for the committee to use. There are technical limitations with meeting electronically and the next program manager will decide if and how to utilize it.

VI. OLD BUSINESS None.

VII. CLOSED SESSION At 9:09 AM, motion was made by Jim Meyer to convene a closed meeting pursuant to section 2.2-3711(A)(24) and 54.1-2517(D) of the Code of Virginia for the purpose of discussion to reach decisions in the matters of the below HPMP participants. Additionally, it was moved that DHP and VCU HPMP staff attend the closed meeting because their presence in the closed meeting is deemed necessary and their presence will aid the MPC in its deliberations. The motion was seconded by Beverley Bell and carried.

RESIGNATIONS	DISMISSALS	SUCCESSFUL COMPLETIONS	
6088	6222	5691	COMPLETION 5970
6190	6267	5695	
6281		5697	
		5698	
		5700	
		5704	
		5706	
		6101	

VIII. RECONVENE OPEN SESSION At 9:39AM, motion was made by Jim Meyer to reconvene in open session, motion was seconded and carried. Motion was made to certify that the MPC heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried.

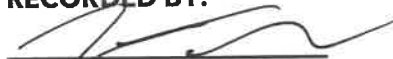
IX. APPROVAL OF ACTIONS A motion was made by Jim Meyer and seconded by Eric Kramer to certify the case reports that were discussed in closed session.

X. NEXT MEETING Friday, November 15, 2024

XI. ADJOURNMENT

Motion was made and seconded to adjourn at 9:45 a.m.

RECORDED BY:



Matt Novak
Interim DHP HPMP Program Manager

APPROVED:

Date