

(FINAL/APPROVED)

VIRGINIA BOARD OF PHARMACY  
MINUTES OF AD HOC COMMITTEE FOR PHARMACEUTICAL PROCESSOR  
APPLICATIONS

September 4, 2018  
Commonwealth Conference Center  
Second Floor  
Board Room 2

Department of Health Professions  
Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233

---

- CALL TO ORDER: A meeting of the Ad Hoc Committee for Pharmaceutical Processor Applications for the Board of Pharmacy was called to order at 10:31 a.m.
- PRESIDING: Rafael Saenz
- MEMBERS PRESENT: Cynthia Warriner  
Scott Parsons  
Scott Maye  
Emily Wingfield
- STAFF PRESENT: Caroline D. Juran, Executive Director  
James S. Johnson, Jr., Deputy Executive Director  
James Rutkowski, Assistant Attorney General  
Allyson K. Tysinger, Sr. Assistant Attorney General  
Elaine Yeatts, Senior Policy Analyst  
Sean Nealon, Licensing Specialist  
Sheralee Copeland, Executive Assistant
- QUORUM: A quorum was established.
- APPROVAL OF AGENDA: An amended agenda was provided as a handout that contained a correction for the motion to convene a closed session. The amended agenda stated "Motion to convene closed session pursuant to §2.2-3711(8) for consultation with legal counsel regarding specific legal matters requiring the provision of legal advice".
- The committee voted unanimously to adopt the amended agenda as presented. (motion by Warriner, second by Wingfield)
- PUBLIC COMMENT: The committee did not receive public comment at this meeting.
- CLOSED SESSION: Upon a motion by Warriner and duly seconded by Parsons, the committee voted unanimously to convene a closed session pursuant to §2.2-3711(8) of the Code of Virginia for consultation with legal counsel regarding specific legal matters requiring the provision of legal advice.

RECONVENE:

Having certified that the matters discussed in the proceeding closed session met the requirements of 2.2-3712 of the Code of Virginia, the committee reconvened an open session. (motion by Warriner, second by Wingfield)

CLOSED MEETING:

The chairman announced that the committee has determined it intends to evaluate the pharmaceutical processors applications in closed session. Upon a motion by Warriner and duly seconded by Wingfield, the committee voted unanimously to convene a closed session pursuant to §§ 54.1-108 and 2.2-3711(A)(5) of the Code of Virginia to consider and score the applications for pharmaceutical processor permits.

RECONVENE:


Having certified that the matters discussed in the proceeding closed session met the requirements of 2.2-3712 of the Code of Virginia, the committee reconvened an open session and adjourned the meeting. (motion by Warriner, second by Wingfield)

ADJOURNED:

With all business concluded, the meeting adjourned at 5:05p.m.

  
\_\_\_\_\_  
Rafael Saenz, Chairman

9/25/18  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Caroline D. Juran  
Executive Director

9/25/18  
\_\_\_\_\_  
Date