In attendance:

Co-Chair: Rick Clark, Chief of Police- Galax
Co-Chair: Caroline Juran, Executive Director- VA Board of Pharmacy
Staff: Teresa Gooch, Department of Criminal Justice Services
Staff: Jessica Smith, Department of Criminal Justice Services
Delegate M. Keith Hodges, Virginia House of Delegates
Kevin Carroll, Virginia Fraternal Order of Police
Karl Colder, Drug Enforcement Administration
Amy Woods, HCA Healthcare
Deborah DeBiasi, Department of Environmental Quality
Kristina Morris, Department of Health
Regina Whitsett, Chesterfield SAFE
Kathy Sullivan, Blue Ridge Behavioral Healthcare
Mickey Blazer, Food City Pharmacy
Tim Jennings, Sentura Healthcare
Gill Abernathy, Inova Health System
Sam Catron, 622 North

Non-Member Public Attendees:

Scott Gordon, Chesterfield Police Department/Chesterfield SAFE
James Ray, UVA Pharmacy
Matthew Jenkins, UVA Pharmacy
Michael Bedenbould, UVA Pharmacy
Nellie Jafar, UVA Pharmacy
Welcome & Introductions

Public Comments
- James Ray, UVA Pharmacy, member of the Education subcommittee
- Providing personal and professional perspective from Charlottesville and UVA. Currently attempting to work with law enforcement for 24/7 drop boxes, but encountering concern from law enforcement agencies. Recommends collaborating with the Education Subcommittee to educate law enforcement and citizens about DEA regulations, drop boxes, etc. Advocating for the pharmacy profession to be more involved and part of the solution, not the problem by educating patients on taking, securing, and disposing of prescription drugs.

Approval of Minutes
- Final Meeting 1 minutes attached (edits incorporated).

Review of Recommendations
- Discussions surrounding recommendations and prioritization. Final recommendations attached (edits incorporated).
- Link to DEA disposal regulations website will be emailed to all workgroup members, provided by Karl Colder of DEA and CVS handout.

Discussion of Presentation to Full Task Force
- Full Task Force meets December 16, 2014 in Richmond, attached action steps will be recommended.

Adjournment
In attendance:

Co-Chair: Rick Clark, Chief of Police- Galax  
Co-Chair: Caroline Juran, Executive Director- VA Board of Pharmacy  
Staff: Teresa Gooch, Department of Criminal Justice Services  
Staff: Jessica Smith, Department of Criminal Justice Services  
Delegate M. Keith Hodges, Virginia House of Delegates  
Joe Flores, Deputy Secretary of Health and Human Resources  
Cynthia Hudson, Office of the Attorney General  
Kevin Carroll, Virginia Fraternal Order of Police  
Karl Colder, Drug Enforcement Administration  
Amy Woods, HCA Healthcare  
Deborah DeBiasi, Department of Environmental Quality  
Kristina Morris, Department of Health  
Scott Gordon, Chesterfield Police Department (Attending on behalf of Regina Whitsett-Chesterfield SAFE)  
Regina Sayers, Appalachian Agency for Senior Citizens  
Kathy Sullivan, Blue Ridge Behavioral Healthcare  
Sam Catron, 622 North

Welcome & Introductions

Overview- Caroline Juran: (attached powerpoint)

- **Workgroup mission:** To advance effective solutions that lead to safe storage and proper disposal of potentially dangerous prescription drugs (Slide 1)

Workgroup Objectives:

- Drop Boxes:
  - Increase the number of drug boxes or increase awareness or use of mail back programs throughout the Commonwealth.
  - Develop and maintain a locator map and marketing effort
FINAL MINUTES

- Need to explore: new federal regulations, box and disposal security, how to obtain, maintain, and transfer, optimal locations for convenience, costs of acquiring and disposing, mobile incinerators
- Take-Back Events
  - Encourage more events
    - Need to explore: Guidance for LE, destruction methods
- Education, Awareness, and Marketing:
  - Importance of proper storage and disposal of prescription drugs
  - Promotion of drop boxes and take-back events
    - Need to explore: utilizing pharmacists, hospitals, and doctors to educate, PSA’s (DEA), pamphlets, promotional items

Meeting Adjourned- Next meeting TBD in Charlottesville.
## GOVERNOR'S EXECUTIVE ORDER 29
### WORKGROUP: STORAGE AND DISPOSAL

<table>
<thead>
<tr>
<th>EO or Workgroup identified issue area</th>
<th>Recommendation</th>
<th>Action Steps</th>
<th>Fiscal Impact</th>
<th>Responsible Party</th>
<th>Deadline</th>
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<td>Advance effective solutions that lead to safe storage and proper disposal of potentially dangerous prescription drugs.</td>
<td>1. <em>Increase opportunities for patients to dispose of unwanted/unused drugs via drug take-back events within the community.</em></td>
<td>1) Communicate with Virginia Sheriffs’ Association, Virginia State Police, and Virginia Association of Chiefs of Police to encourage them to sponsor or assist with take-back events.</td>
<td>Determine cost for marketing, staffing, holding take-back program, and destruction of drugs</td>
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<td>A) Increase awareness with law enforcement of the importance of holding or assisting drug take-back events.</td>
<td>2) Provide list of resources – state web page on drug abuse and drug disposal options, list of approved incinerators for disposal, diversion information, links to DEA and other Diversion Prevention groups, Poison Control, Virginia Office for Substance Abuse Prevention (VOSAP); provide relevant links, e.g., The Partnership at Drugfree.org, SAAVY Initiative; develop mechanism to send notifications via social media to reach teens. Including a drop-box locator/ system to identify service gaps To do: DCJS to identify host agency.</td>
<td>Identify costs associated with creating and maintaining website as well as potential funding sources</td>
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3) Provide best practices to help law enforcement properly dispose of evidentiary drugs that are no longer needed, including sites for incineration. Encourage law enforcement to develop guidance and training for their staff.

4) Encourage presentations by law enforcement and community coalitions that held successful take-back events to share lessons learned.

B) Increase awareness with large groups that could benefit from a partnership with law enforcement to hold drug-take back events: health care providers, communities, (public utilities, civic organizations, environmental organizations) long term care facilities, hospice programs, and funeral homes to partner with law enforcement to hold drug take-back events.

1) Reach out to health care providers via a designed template to provide information to patients on how to properly dispose of unwanted drugs and to provide guidance on hosting a drug-take back event. This could include medical centers, LTC facilities, hospice programs, funeral homes, veterinary offices, poison control centers, etc.
2) Communicate with associations representing government groups, religious groups, schools, colleges, communities, AARP, public utilities, and environmental organizations to inform them of take-back events and how to hold them, provide OAG’s guidance for hosting a take-back event, provide links to helpful resources. Find PSA’s on the problems associated with diversion and prescription drug/heroin abuse, and make them available to the groups who want to hold a take-back event. Suggest combining collection events in communities with recycling day; recommend use of news media, community organizations, and schools to promote event.

C) Increase awareness and identify resources for the public regarding the importance of proper storage and responsible drug disposal.

1) Encourage funeral homes, hospitals, and long term care facilities to educate families of decedents about take-back events and importance of proper disposal of drugs.

2) Develop online resource page for any person or entity to learn about prescription drug abuse and importance of proper disposal of drugs. This could be done through the VOSAP; provide relevant links, e.g., The Partnership at Drugfree.org, SAAVY Initiative; develop mechanism to send notifications via social media to reach teens.

Cost associated with technical assistance in developing and maintaining website
<table>
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<tr>
<th>D) Promote the development of a mechanism for alerting the public of drug disposal opportunities and upcoming drug collection events.</th>
<th>1) Within the developed online resource page, build in “locator” search capability to identify upcoming take-back events throughout Virginia. Encourage hosts of events to post event information on resource page.</th>
<th><strong>Cost associated with technical assistance in developing locator search capability and maintaining website</strong></th>
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<td>2) Encourage community organizations and schools to promote upcoming local take-back events.</td>
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<td>3) Notify media of upcoming events.</td>
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<td>E) Identify any financial assistance available for programs.</td>
<td>1) Identify organizations, corporations, and businesses who might subsidize part of costs as service to community.</td>
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<td>2) Offer Governor recognition of corporation and individual involvement.</td>
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<td>F) Review OAG’s document, “Hosting a Successful Prescription Drug Take-Back Event” for possible revisions to best practices.</td>
<td>1) Encourage participating groups who initially developed the document to review for possible revisions.</td>
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<td><strong>To do: AG Office Review</strong></td>
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<td>G) Explore feasibility of mobile incinerators</td>
<td>1) Identify legal and financial constraints.</td>
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2. Increase opportunities for patients to dispose of unwanted/unused drugs via drug collection sites within law enforcement agencies.

A) Increase number of law enforcement agencies participating as drug collection sites.

| 1) Explore the feasibility of group purchasing government purchasing of drop boxes at a reduced rate. | Determine cost for collection boxes and destruction |
| 2) Identify any currently participating law enforcement agencies in Virginia, identify best practices and costs for obtaining collection boxes. | Identify funding resources and/or opportunities for reducing costs |
| 3) Communicate best practices and projected costs with law enforcement agencies and encourage participation, for example Galax PD or Chesterfield PD. | |

3. Increase opportunities for patients to dispose of unwanted/unused drugs via mail back programs and collection boxes provided by pharmacies pursuant to DEA’s rules.
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<th>A) Determine if state rules must first be promulgated to support federal rules for pharmacies utilizing mail back programs and installing collection boxes</th>
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<tr>
<td>1) Request legal guidance to determine if Board of Pharmacy must first promulgate regulations</td>
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<td>B) Increase number of pharmacies offering mail back programs or installing collection boxes</td>
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<tr>
<td>1) Determine process for receiving, storing, transferring, and disposing of drugs</td>
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<td>Identify funding resources and/or opportunities for reducing costs</td>
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<td>2) Identify potential security concerns for collection site/patient and means of mitigating risk</td>
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<td>4. Determine preferred methods for disposing of unwanted/unneeded drugs</td>
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<td>A) Determine what impact federal disposal rules may have on existing drug disposal/take-back programs</td>
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<td>1) Develop a guidance document explaining the various methods for consumer disposal to assist localities in determining the feasibility of each disposal method, including chemical inactivation products.</td>
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<td>Short Term Action: Increase awareness and provide information on securing drugs in the home</td>
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<tr>
<td>1) Develop best practices for providing information to citizens about proper storage of prescription drugs. Encourage law enforcement, doctors, pharmacists, etc to promote proper storage practices and options for home disposal.</td>
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| Short Term Action: Encourage Law Enforcement to apply to CVS and other drug stores for drug disposal boxes. |
|---|---|

| Potential Legislative Item: Require Hospice to notify pharmacies and Medicaid about the death of a patient |
|---|---|

| Referral to Education Subcommittee: Education for Doctors on how to prescribe medication in proper doses to limit excess quantities of prescribed drugs |
|---|---|