

# Psychotropic Medication Advisory Committee (PMAC)

## Open Meeting Minutes

### Teleconference (Webex)

November 18, 2024

9:00 AM to 10:00 PM

#### PMAC Members Present

Dr. Laine Young-Walker (Co-Chair)	Dr. Josh Moore	Dr. Toby Mills	Dr. Katie Guymon
Dr. Manuel Hernandez III	Dr. Mark Roaseau	Julie Allen	Laverna "Renee" Riley
Dr. Cla Stearns	Nick Venute	Al Greimann	Sarah Willson

#### Non-member Participants

Christina Barnett - Children's Division (CD), Health and Well-Being Coordinator  
Christopher Brown - Division of Legal Services, Children's Division, Special Counsel  
Melissa Kenny - Children's Division, Health Information Specialist (HIS) Unit Manager/Review  
Jill Pingel - Children's Division, Health Information Specialist Unit Manager/Medical Records  
Mark Gutchen - Department of Social Services, Miscellaneous Professional/Legal Counsel  
Lisa Luecke - Children's Division, Executive Assistant  
Crystal Miles - Children's Division Health Information Specialist Unit, Administrative Assistant  
Larry Smith - Children's Division, Health Information Specialist Unit Program Specialist  
Nadia Umlauf - Paralegal, Children's Rights

#### Agenda

##### Opening Words from the Co-Chair

- The PMAC Co-Chair called the meeting to order at 9:04 A.M.
- PMAC Co-Chair asked the members if there were any additions or corrections to the meeting minutes for October 28, 2024. Hearing that there were no additions or corrections from the members, the minutes were approved through unanimous consent.
- PMAC Co-Chair asked Children's Division, Health and Well-Being Coordinator Barnett if there were any new members and/or participants. There were no new members or participants.

##### Agenda Topics

###### A. Clinical Subcommittee Update and Final Approval Vote of the Excessive Dosage Guidelines 2024 from Dr. Young-Walker and CD HIS Unit Manager/Review Kenny

- The recommendations from the University of Missouri-Kansas City Drug Information Center have been processed. The EDG 2024 has been revised and approved by the Clinical Subcommittee members. The specific revisions to the EDG 2024 were presented to the PMAC members during the meeting. A request from the PMAC members for a motion to approve the EDG 2024 was initiated and seconded. The PMAC members in attendance casted their votes, via chat and the EDG 2024 was approved by a unanimous vote.

###### B. Children's Division Update and Next Steps from CD HIS Program Specialist Smith, and CD Health and Well-Being Coordinator Barnett

- The information gathering period for the annual report is complete. CD is reviewing the comments and recommendations from the review documents and preparing for next steps. The next steps are preparing the PMAC annual report draft that will be sent to the PMAC members for a comment period that will be from December 9, 2024 – January 3, 2025. When the comment period is complete, the comments will be reviewed to create the PMAC Annual Report Final.

When the final report is complete, it will be sent to the PMAC members for review prior to a vote during the PMAC meeting on January 27, 2025. When the vote is complete, the plan is to provide the final report to the Director of the Department of Social Services. When the final report has been acknowledged by the Director, the schedule is to post the report by January 31, 2025.

The current PMAC Annual Report Schedule has been the approved process and was implemented in 2023. The comment period is the time for PMAC members to provide their input and feedback on the development of the PMAC Annual Report Final. The final report will be sent to the PMAC members in preparation for their vote during the next PMAC meeting. The importance of PMAC members attendance during the January 27, 2025, meeting was emphasized as an essential part of the process to conducting the final vote.

### **New Business**

- CD Health and Well-Being Coordinator Barnett informed the PMAC members and participants that CD HIS Manager/Medical Records Pingel will be taking over the management of the PMAC membership and participants lists and scheduling of the PMAC meetings. The PMAC lists are under review and are being updated. The dates for the PMAC meetings in 2025 have been sent via Microsoft Teams invite. Any individual in attendance who did not receive the invite should contact HIS Manager/Medical Records Pingel.

### **Public Comment**

- None

### **Meeting Adjourned**

- Meeting adjourned at 9:22 A.M., by motion and unanimous consent.

The next scheduled PMAC meeting is January 27, 2025.