

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
TELECONFERENCE MEETING FROM TALLAHASSEE
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December 2, 2019

10:00 A.M.

Minutes

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
PRESENT:**

Jeffrey Stone, Chairman
Nan Dean
David Compton

David Gilson
Robert Hamberger

**PRODUCT APPROVAL PROGRAM OVERSIGHT COMMITTEE
NOT PRESENT:**

Brian Swope

STAFF PRESENT:

Mo Madani
Thomas Campbell
Jim Hammers

Justin Vogel
Chris Howell
Zubeyde Binici

MEETING FACILITATION:

The meeting was facilitated by Jeff Blair from Facilitated Solutions, LLC. Consultation, Process Design & Facilitation. Information at: facilitatedsolutions.org

Welcome:

Time: 10:00 a.m.

Mr. Blair welcomed everyone to the teleconference meeting of the Product Approval Program Oversight Committee.

Roll Call:

Mr. Blair performed roll call for the Product Approval Program Oversight Committee. A quorum was determined with 5 members present at the time of roll call.

Agenda Approval:

Commissioner Compton entered a motion to approve the agenda as posted for today's meeting. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 5 to 0.

Approval of Minutes and Facilitation Report from October 4, 2019 meetings:

Commissioner Compton entered a motion to approve the minutes and facilitation report as posted from the October 4, 2019 meeting. Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 5 to 0.

Product Approval and Entities Statistics Report:

Ms. Binici provided the statistical report for products and entities.

Report on conditional approvals from the October 15, 2019 meeting:

Chairman Stone advised that the conditional approval requirements were met from the October 15, 2019 meeting.

Proposed Rule 61G20-3.007:

Mr. Campbell provided detail on the requested staff changes regarding waiving of application fees during a period of July 1, 2020 through December 31, 2020 for all manufacturers revising or affirming their current product approvals or submitting new product approvals to the 2020 code.

Commissioner Compton entered a motion to recommend the Commission initiate rulemaking for Rule 61G20-3.007 (Product Approval by the Commission) to authorize the Commission to waive product approval application fees for a specified time period pursuant to the proposed Rule language. Commissioner Hamberger seconded the motion. The motion passed unanimously with a vote of 5 to 0.

Review of Product Approval & Entity Applications:

Chairman Stone advised there were 26 Entities on the consent agenda for approval.

Commissioner Compton entered a motion to approve the consent agenda of 26 entities.
Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 5 to 0.

Product Approval Applications without Comments consent agenda:

Mr. Blair advised there were 160 products on the consent agenda and asked for a motion for approval. He stated that there had been a request to remove 9291-R5, 9820-R5, 23358-R4, 23359-R5, 26095-R2, 29458-R1, 29460-R1, and 29461-R1 with comments received after the deadline. Mr. Blair advised the POC that they could request that these products to be pulled from the consent agenda or approve the consent agenda as posted.

Commissioner Compton stated he did not see any technical changes to the eight products requested to be pulled and suggested leaving them on the consent agenda.

Commissioner Compton entered a motion to approve the 160 products on the consent agenda.
Commissioner Dean seconded the motion. The motion passed unanimously with a vote of 4 to 0 with one member away from the call during the vote.

DBPR Applications:

Chairman Stone advised that there were 102 products on the DBPR roster and confirmed with Mr. Madani those with comments have been addressed. He stated there is no action needed from the Product Approval Committee.

Public Comments: None

POC Member Comments: None

Final Roll Call:

Mr. Blair performed a final roll call 5 members were remaining on the line.

Adjournment: There being no further business before the Committee Chairman Stone adjourned the meeting at 10:14 a.m.