

**MONITORING PROGRAM  
COMMITTEE MEETING  
MINUTES**

**DATE:** Friday, July 18, 2025

**TIME:** 9:00 AM - 9:50 AM

**LOCATION:** Board Room 3, DHP Perimeter  
Center

**MEMBERS PRESENT:**

Randy Ferrance, D.C., M.D., Chairperson  
Beverley Bell, RN  
Eric Kramer, M.D.  
Jeni Rector, LM, CPM, (virtually)  
Jody Allen, BS, PharmD, FASHP

**MEMBERS ABSENT:**

Jim Meyer, Citizen Member  
A. Omar Abubaker, D.M.D., Ph.D

**DHP STAFF PRESENT:**

Julia Bennett, HPMP Program Manager

**VCU HPMP STAFF PRESENT:**

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

**I. CALL TO ORDER**

The meeting was called to order by Chairperson Ferrance at 9:05 a.m. Dr. Ferrance approved Ms. Rector's digital participation in the meeting, noting that Ms. Rector is located in Newport News, more than 60 miles from the meeting site.

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**II. DHP DIRECTOR'S  
OFFICE REPORT**

None given

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**III. DHP HPMP PROGRAM  
REPORT**

Julia Bennett presented the MPC's Policy for Meetings Held with Electronic Participation for annual re-adoption. The Committee approved such action with no changes to the policy. Ms. Bennett reported that Dr. Ferrance's term on the MPC was ending as of 6/30/2025 and thanked him for his many years of service on the MPC. Ms. Bennett also reported that Ms. Bell's first term on the MPC had come to an end, and Ms. Bell had graciously offered to serve a second term. Ms. Bennett has submitted a re-appointment request for Ms. Bell to the DHP Director, and will notify Ms. Bell and the MPC when this request has been acted upon.

**IV. VCUHS HPMP  
PROGRAM REPORT**

Amy Ressler, VCU HPMP Administrative Director, reported that the current number of active participants in HPMP is 300. She also reported that HPMP was currently down one case manager, but the volume seemed to be manageable.

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**VI. NEW BUSINESS**

None.

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**VI. OLD BUSINESS**

The minutes from the MPC's May 16, 2025 meeting were unanimously approved by the members present.

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**VII. CLOSED SESSION**

At 9:30 AM, a motion was made, seconded, and unanimously approved 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.

| <b>RESIGNATION</b> | <b>INELIGIBLE</b> | <b>COMPLETIONS</b> | <b>SUCCESSFUL COMPLETIONS</b> |      |
|--------------------|-------------------|--------------------|-------------------------------|------|
| 6209               | 5983              | 5794               | 5765                          | 6029 |
|                    | 6258              |                    | 5782                          | 6199 |
|                    |                   |                    | 5786                          | 6223 |
|                    |                   |                    | 5791                          |      |
|                    |                   |                    | 5795                          |      |
|                    |                   |                    | 5995                          |      |
|                    |                   |                    | 6023                          |      |

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|-------------------------------------|---|
| <b>VIII. RECONVENE OPEN SESSION</b> | At 9:45 AM, a motion was made, seconded, and unanimously approved to reconvene in open session, and 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. |
| <b>IX. APPROVAL OF ACTIONS</b>      | A motion was made, seconded, and unanimously approved to certify the case reports that were discussed in closed session.  |
| <b>X. NEXT MEETING</b>              | Friday, September 19, 2025  |
| <b>XI. ADJOURNMENT</b>              | Motion was made, seconded, and approved to adjourn at 10:00 a.m.  |

**RECORDED BY:**

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 Julia Bennett  
 DHP HPMP Program Manager

**APPROVED:**

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 Date