

**MINUTES**  
**UTAH STATE BOARD OF PHARMACY**  
**December 16, 2025 | 8:30 A.M.**  
**Room 474, 4<sup>th</sup> Floor**  
**160 E 300 S Salt Lake City UT**  
**Hybrid Meeting-In Person and Electronic**  
**Electronic attendance was available.**

**CONVENED: 8:32 A.M.**

**ADJOURNED: 10:48 A.M.**

**DOPL STAFF PRESENT:**

**Bureau Manager:** Jim Garfield  
**Board Secretary:** Tina Marshall  
**Pharmacy Specialist:** Maddy Holt  
**Investigator:** Travis Drebing  
**CSD Admin:** Jeff Henrie

**Compliance Specialist:** Bernice Palama  
**Legal Analyst:** Lauren Harvey  
**Bureau Manager:** Larry Marx  
**Research & Policy Consultant:** Brandon Sipes

**BOARD MEMBERS PRESENT:**

**Chair:** Christopher Sheard, Pharm.D.  
**Vice Chair:** Gary Hale, R.Ph.  
Karen Gunning, Pharm.D.  
Sabrina Ouk, Pharmacy Technician  
Cheyenne Cunningham, Pharm.D.

Matthew Higley, Pharm.D.  
Shaun Curran, PA CS, Public Member

**BOARD MEMBERS NOT PRESENT:**

**DOPL STAFF NOT PRESENT:**

**Investigation Supervisor:** Ben Baker

**GUESTS IN ATTENDANCE:**

Kathy Varley, MedQuest Pharmacy  
Janel Christensen, MedQuest Pharmacy  
Sara Whitt, Strive Pharmacy  
Brian Burnham, Utah Cancer Specialists  
Lorri Walmsley, Walgreens  
Ryan Young, MedQuest Pharmacy  
Nicole Daniels, Walmart  
Rich Bishop, Smith's Food and Drug  
Rocky Parker, U of U Hospital and Clinics

Bill Stilling, Stilling & Harrison  
Charles Hall, Haven Integrated Pharmacy  
Ops  
Ross Wamsley, Haven Integrated Pharmacy  
Ops

*Note: Other guests may have been in attendance but were not identified.*

**ADMINISTRATIVE BUSINESS:**

**CALL MEETING TO ORDER**

**Dr. Sheard called the meeting to order at 8:32 A.M.**

**REVIEW AND APPROVE November 18, 2025 MINUTES (Audio 00:03:28)**

**Dr. Gunning made a motion to approve the minutes with noted corrections.**

**Dr. Cunningham seconded the motion.**

**The Board motion passed unanimously.**

**INVESTIGATIVE REPORT—Travis Drebing (Audio 00:04:55)**

Mr. Drebing stated that in November, 5 cases were received, 41 cases were closed, 10 pharmacy inspections were completed, and no citations were issued.

**CSD UPDATE—Jeff Henrie (Audio 00:06:36)**

Mr. Henrie explained that the CSD has hit 88% for electronic prescribing which puts them close to the 90% for electronic prescribing goal. A report for controlled substances filled over 30 days will be provided in January's meeting. Mr. Henrie provided updates on several ongoing projects the CSD is working on with further information being provided for future meetings.

**DISCUSSION ITEMS:**

**UPUP STATUS (Audio 00:14:09)**

Mr. Henrie explained there are two weeks left to register with UPUP to meet the December 31, 2025 deadline. After the November reminder letter was sent out, there was an uptick in registration for the website.

Mr. Henrie explained that the UPUP system will accept all good records and will only stop bad data from being entered into the system. The CSD is working on an email notification system that will notify the pharmacy about bad data that was not entered into the system.

**CSD RULE (Audio 00:20:56)**

Mr. Henrie described the updates and clarifications that were made to the Controlled Substance Database Act Rule.

The Board and Mr. Henrie discussed the updates and clarifications that were presented, along with questions the Board had about specific changes. Some of the updates discussed were collection of payment types, exceptions on veterinary controlled substances dispensed at the veterinary clinics versus dispensed at a pharmacy, and how data breaches are reported.

**DOPL CITATIONS PUBLIC POLICY PROJECT (Audio 00:49:30)**

Mr. Sipes, the DOPL Research & Policy Consultant, gave an overview of the discussion that took place in the November 2025 Board meeting. Mr. Sipes went on to explain a fourth option that was not presented previously.

The Board and Mr. Sipes discussed the options along with concerns the Board had. The Board

asked Mr. Sipes to come back to the January 2026 meeting with a summary of the options and continue the discussion.

**VACCINE ADMINISTRATION OUTSIDE OF ACIP RECOMMENDATIONS** (*Audio 01:12:53*)

Dr. Sheard explained that an email was received asking if a pharmacist could administer a vaccine if the vaccine is outside of the ACIP recommendations but is prescribed by a physician. The Board agreed that a pharmacist may administer a vaccine outside of ACIP recommendations when a valid prescription is provided.

The Board discussed reasons why a pharmacist may decline administering a vaccine that falls outside of ACIP recommendations. Some of the reasons are that a pharmacist can refuse to fill a prescription or vaccine; additionally, there are concerns regarding whether, if the vaccine is outside of ACIP guidelines, would it be covered under the vaccine injury compensation program, as well as the possible cost of the vaccine.

**ABANDONED CONTROLLED SUBSTANCE MEDICATION** (*Audio 01:25:36*)

Dr. Higley explained that in a hospital there are times when controlled substances are abandoned. Reasons that they could be abandoned include the patient passing away or being discharged and not taking the medication with them. The abandoned controlled substances cannot be returned to the hospital pharmacy as they are property of the patient.

The Board discussed ways that the medication could be legally disposed of after all attempts have been made to return the medication to the patient. The Board decided that more research needed to be done and to revisit the topic at a later date.

**APPOINTMENT ITEMS:**

**STEPHANIE HOLT, PROBATIONARY INTERVIEW** (*Audio 00:00:10*)

Ms. Palama explained the supervisor's report had been received, and the required ten hours of continuing education is due by June 2026.

Dr. Gunning asked if there have been any changes to work, work hours or supervisors.

Dr. Holt explained that there has not been.

Dr. Gunning asked what steps Dr. Holt has been taking to improve or maintain her practice of pharmacy.

Dr. Holt explained that she is asking questions and opinions from her supervisor.

Dr. Gunning asked what Dr. Holt has learned so far from being on probation.

Dr. Holt explained that it is important to speak with others and get their point of view and that there is always something to improve on.

**Dr. Gunning made a motion that Stephanie Holt is in compliance with their Stipulation and Order.**

Mr. Hale seconded the motion.  
The Board motion passed unanimously.  
Tentative next meeting will be on January 27, 2026.

**TYLER MOFFAT, TEMPORARY PHARMACIST EXTENSION REQUEST** (Audio 00:05:12)

Dr. Sheard asked Dr. Moffat to explain the request that has brought him before the Board.

Dr. Moffat explained that he has passed the NAPLEX and would like to extend his temporary pharmacist license so he can work while studying to take the MPJE. Unforeseen circumstances happened over the summer that caused a delay in being able to take his exams.

Dr. Sheard asked how Dr. Moffat felt his study was coming along for the MPJE and when he feels he will be ready to take the exam.

Dr. Moffat stated that he does not have a date to take the exam. He will be able to schedule the exam later in the week. He is hoping to take the exam no later than March 2026.

Mr. Hale made a motion to extend Dr. Moffat's temporary pharmacist license by 6 months, allowing for Dr. Moffat to take and pass the MPJE.

Dr. Gunning seconded the motion.  
The Board motion passed unanimously.

**MEETING ADJOURNED: 10:48 A.M.**

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

**NEXT SCHEDULED MEETING:** January 27, 2026

**2026 Tentative Board Meeting Scheduled:**

February 24, March 24, April 28, May 19, June 23, July 28-29 Hearing, August 25, September 22, October 27, November 17, December 15

  
Chairperson

1/27/26  
Date

  
Bureau Manager

1/27/26  
Date